

**South Central Louisiana Human Services Authority
Board Meeting Minutes
July 9, 2020**

Members Present by ZOOM/Conference Call due to COVID 19: Dr. Victor Tedesco, III (Terrebonne), Bryan Zeringue (Lafourche), Cheryl Turner (Terrebonne), Lynne Farlough (St. John the Baptist), Barbra Fuselier (St. Charles), and Ron Dantin (Lafourche)

Members Absent: Ray Nicholas (Assumption)

Guest in attendance: Lisa Schilling (Executive Director), Janelle Folsie (Fiscal Director), Kristin Bonner (Deputy Director), Misty Hebert (Clinical Director), Wesley Cagle (Developmental Disabilities Director), and (Stephanie Benton (Secretary)

Agenda Item	Action Recommended/Outcome
Call to Order	Chairman Bryan Zeringue called the meeting to order at 6:04 p.m.
Opening Prayer & Pledge of Allegiance	Ms. Lynne Farlough led the prayer and Bryan Zeringue led the Pledge of Allegiance.
Roll Call of Board Members	Secretary called the roll and indicated a quorum was present.
Approval of Minutes	Minutes from the June 11, 2020 meeting were reviewed. Dr. Tedesco motioned to approve the minutes of the June 11, 2020 Board Meeting, seconded by Ms. Lynne Farlough, motion carried and minutes were approved.
Board Issues	<p><u>Board Member Travel Reimbursement:</u> Chairman Zeringue is the only Board Member with travel reimbursement for the meeting today due to meeting being held by ZOOM/Conference call and his attendance at the SCLHSA Office.</p> <p><u>Board Vacancy:</u> Ms. Schilling discussed she spoke with St. James Parish working on placement. They have had a ZOOM Board Meetings yesterday and they are looking for a candidate. St. Mary Parish is trying to get the Coroner in the parish to join the SCLHSA Board.</p>
Executive Director Report	<p><u>Agency Update:</u> Lisa Schilling</p> <ul style="list-style-type: none"> • <u>Return to Work Status:</u> Ms. Schilling discussed the Agency Return to Work Status. On Monday, July 6, SCLHSA was going to expand the number of staff members at the sites, but due to the recent rise in COVID-19 cases, we will keep the number to about 65% employees on site. Ms. Schilling also reported antibody testing has been offered to all employees. All staff has been provided with two cloth masks, and an individual hand sanitizer to keep at workstations. We are trying to do everything we can so that staff and patients feel safe. • <u>Bayou Segnette Staffing Continuation:</u> Ms. Schilling discussed staff will continue to work the day shift at Bayou Segnette Monday – Thursday 7A – 7P. We are providing the Crisis Line on weekends and Holidays. Ms. Schilling plans to re-visit Bayou Segnette staffing at the end of July. • <u>Regal Row Roofing Project – Pre-Bid Conference:</u> Ms. Schilling reported eight (8) contractors attended the Pre-Bid Conference at the end of June. The Pre-Award selection was decided today. Hopefully, the work will begin soon. • <u>HTV Show for July – CIT (7/24/20):</u> Ms. Schilling discussed the HTV Show scheduled on 7/24/20 will be on Crisis Intervention Training (CIT). The first segment, Darren Gros (St. Charles Parish), Karen Schilling and Bryan Zeringue will discuss the topic. The second Segment, Sheriff Craig Weber, Elliot Day and Meghan Mohon will discuss the MOU with Lafourche Parish Sheriff’s Office. • <u>Virtual Peer Review with MHSD – 8/13/20:</u> Ms. Schilling reported SCLHSA would participate in a Virtual Peer Review with MHSD on 8/13/20. This year’s review will be on the Administrative component. • <u>Crisis Continuum Funding – Phase I:</u> Ms. Schilling discussed the Crisis Continuum Funding SCLHSA recently received. For the past several years, we have requested funding in our Budget for a Crisis Team. This year, SCLHSA received \$343,003.00. Ms. Schilling, Ms.

Executive Director Report (cont'd)

Hebert and Ms. Gibbens applied for the funding. Ms. Schilling reviewed the Crisis Services Continuum and Crisis Continuum for Region III handouts.

- CARES ACT – Drawdown as of 6/30/20: Ms. Schilling discussed the CARES ACT – drawdown as of 6/30/20. SCLHSA did receive CARES ACT funds – Federal Funding through Medicare because of the loss of revenue during COVID-19. We first received \$30,457.13. We applied again for the second round and we received an additional \$26,528.16.
- Legislative Session Update: Ms. Schilling reported the Legislative Special Session has ended. Ms. Schilling gave an update as she reviewed the BUDGO Documents.
- BUDGO Documents: Ms. Schilling reviewed the BUDGO Documents. The state requested we do a Means of Financing swap for FY20 and FY21 from our State General Fund. FY20 March – June \$5,200,000.00 and FY21 July – December \$7,573,380.00. We have been informed everything we do from July – December will be coded as COVID-19 related. Ms. Schilling will keep the Board posted on how the state is handling this situation. We only have half the SGF we usually have at this time. Ms. Schilling noted \$300,000.00 was added back to our budget with the help of our Legislative Delegation. The numbers change daily and Ms. Schilling will update the Board with any new information.

Financial Report: Janelle Folsie

- Monthly Budget Summary (June): Ms. Folsie reviewed the FY 19-20 Budget Analysis for June as of 6/29/2020, including projected revenues/expenditures and the Legislative Appropriated Budget.
- Revenue Report (June): Ms. Folsie reviewed the FY 19-20 Revenue Report for June as of 6/29/2020, reflecting collections including recoupments/write-offs/adjustments as of 6/29/2020. An addendum with the final numbers will be given next month.
 - Ms. Cheryl Richoux motioned to approve the FY 19-20 June Budget Analysis for June as of 6/29/2020, seconded by Ron Dantin, motion carried.
 - Ms. Cheryl Richoux motion to approve the FY19-20 June Revenue Report for June as of 6/29/2020, seconded by Ms. Lynne Farlough, motion carried.

Operational Report: Kristin Bonner

- Agency Statistics 3rd Quarter: Ms. Bonner reviewed the third Quarter FY20 Statistics to include Behavioral Health shows, No Shows, Services provided and DD Requests for Services, Persons Serviced by Priority, Persons Served and Waiver Recipients. Ms. Bonner also reviewed the third Quarter Top Diagnosis for Mental Health Disorders, Substance Use Disorders, and Primary Care Diagnosis.
- Satisfaction Survey Results 3rd Quarter: Ms. Bonner reviewed the third Quarter FY20 Client Satisfaction Survey Results.
- LaPAS 3rd Quarter: Ms. Bonner reviewed LaPAS for the third Quarter. The report includes Administration Activities, Behavioral Health Services, Integrated Care, Developmental Disabilities and General Performance Indicators. The General Performance Indicators are reported only at the end of the year. We have to respond to anything over a 5% decrease.
- Performance Indicator Reports 3rd Quarter: Ms. Bonner reviewed the third Quarter FY20 Performance Indicators. SCLHSA CARF Accreditation requires certain Indicators in Access, Efficiency, Effectiveness and Satisfaction. Cholesterol measures have been added to the report.

Clinical Services: Misty Hebert

- Billable and Non-Billable Services: Ms. Hebert reviewed Billable and Non-Billable Services for Behavioral Health and Primary Care for the month of June 2020. The Billable Services include Telephonic, Tele Visits and Walk-Ins. The total for BH was 4,549 and the total for PC was 481. The majority of Services are Telephonic and Tele Visits. Non-Billable BH Services include Med Pick Up, Orientation, Screening, NB Phone and NB Services, and NB Services for PC. The total for BH was 8,159 and PC was 1,382.

	<ul style="list-style-type: none"> • <u>CALL Line Report</u>: Ms. Hebert reviewed the CALL Line Report for the month of June 2020. The CALL Line numbers include 133 Staff related calls, 60 Non-Staff related calls, 49 Afterhours calls and 42 Returned phone calls. The 49 afterhours calls were handled by a licensed Clinician, two calls were transferred to a Peer and one call was medical related. • Ms. Hebert also reported there have been recent trainings for our some of our staff related to chart audit issues. The trainings provided consisted of 3 hour training with Medical Providers, 3 hour training with our Counselors and clinical staff, and 2 hour training with our Administrative Coordinators. Ms. Schilling thanked Ms. Hebert, Ms. Bonner, Ms. Fields (Billing Director) and Ms. Karen Schilling for assisting with the trainings. <p><u>Developmental Disabilities</u>: Wesley Cagle</p> <ul style="list-style-type: none"> • <u>Program Statistics</u>: Mr. Cagle gave a brief update of the current DD Waiver statistics totaling 1,242 Waivers (736 NOW, 241 SW, 216 CC and 49 ROW). • <u>DD Service Update</u>: Mr. Cagle gave an update of DD Services. OCDD has made allowances for no face-to-face contact for Support Coordination Agencies as well as our Agency meeting with clients and the families for Waiver pre-certifications visits. Once face-to-face contact resumes, the required signatures will be secured. Mr. Cagle also discussed IFS Policy changes - during the Funding Committee the families of individuals are allowed to come in to present their case. Mr. Cagle also discussed ACT 421 – a Waiver for children who are not developmentally disabled but do have a debilitating physical condition that requires intermediate care facility or nursing home care. The OCDD is working on approvals by CMS and they are predicting 3,800 children participating in this Waiver. • Mr. Cagle discussed they have reached out to Provider Agencies to assist them with being creative in providing virtual programs for clients. Mr. Cagle also reported they have reached out to all clients to participate in a survey regarding if they were affected by COVID-19 and how they were affected. SCLHSA DD has provided needed assistance to clients. They received a report from the State mentioning that SCLHSA DD has made the most use of the IFS Program than other LGE’s. Ms. Schilling thanked Wes and his staff for their hard work.
Old Business	None
New Business	Ms. Schilling shared Back to School Events are beginning. SCLHSA provides marble composition notebooks, pens and pencils to schools in our Region. SCLHSA also distributes backpacks to our children/adolescent clients at our sites.
Views and Comments by the Public	None
Consideration of Other Matters	<ul style="list-style-type: none"> • <u>Board Meeting Schedule</u>: Chairman Bryan Zeringue stated the next Board Meeting will be held on Thursday, August 13, 2020, @ 6:00pm, via ZOOM/Conference Call due to COVID-19.
Adjournment	Motion to adjourn by Ms. Lynne Farlough, seconded by Dr. Victor Tedesco, motion carried. Meeting adjourned at 7:08 pm.