

**South Central Louisiana Human Services Authority
Board Meeting Minutes
March 16, 2023**

Members Present: Barbra Fuselier (St. Charles), Ms. Lynne Farlough (St. John the Baptist), Adriane Kyle (St. Mary), and Becky Hohensee (Terrebonne)

Members Absent: Ray Nicholas (Assumption), Aggie Thibodaux (Lafourche), Travion Smith (Terrebonne) and Bryan Zeringue (Lafourche),

Guest in attendance: Kristin Bonner (Executive Director), Misty Hebert (Deputy Director), Janelle Folse (Fiscal Director), Wesley Cagle (Developmental Disabilities Director), Katie Gibbens (Clinical Director), and Stephanie Benton (Secretary).

Agenda Item	Action Recommended/Outcome
Call to Order	Vice Chairman Lynne Farlough called the meeting to order at 6:02 p.m.
Opening Prayer & Pledge of Allegiance	Ms. Lynne Farlough led the prayer and led Pledge of Allegiance.
Roll Call of Board Members	Secretary called the roll and indicated a quorum was present.
Approval of Minutes	Minutes from the January 18, 2023 meeting were reviewed. Ms. Barbra Fuselier motioned to approve the minutes of the January 18, 2023 Board Meeting, seconded by Ms. Adriane Kyle, motion carried and minutes were approved.
Board Issues	<ul style="list-style-type: none"> • <u>Board Member Travel Reimbursement:</u> Board Members were reminded to submit travel reimbursement forms. • <u>Board Self Evaluation:</u> Ms. Farlough reminded Board Members to complete Self-Evaluations and turn in after the Meeting, via fax or email to Ms. Benton or Ms. Bonner. • <u>Ethics Financial Disclosures due May 15th:</u> Ms. Farlough reported the Louisiana Board of Ethics Financial Disclosures are due May 15, 2023. • <u>Board of Governance Training:</u> Ms. Bonner reviewed information on a Board of Governance Training. The Training can be completed online during a three (3) month period. There are eight (8) modules and each takes about thirty (30) minutes to complete. Ms. Bonner completed the Training and stated it was very informative and very useful to the Board Members. Ms. Kyle, Ms. Hohensee, Ms. Farough and Ms. Fuselier agreed to participate in the Training. • <u>Update on Board Positions for St. James Parish – Rachel Chenier Becnel, BSN:</u> Ms. Bonner reported St. James Parish will present Ms. Rachel Becnel at the next Council Meeting for approval/appointment. Ms. Becnel should be present for our next Board Meeting in April.
Executive Director Report	<p><u>Agency Update:</u> Kristin Bonner</p> <ul style="list-style-type: none"> • <u>Site/Staffing Updates:</u> Ms. Bonner reported our Medical Director, Dr. Vega, retired 12/21/22. Dr. James Russ, Medical Director at SMBHC, has accepted the position of Medical Director for SCLHSA beginning April 1, 2023. He will remain at the SMBH location. Ms. Bonner gave an update on repairs at Regal Row. We are working to have the shed demolished to build extra parking spaces. We have also received quotes on the roof and awning damages, which were very high. We continue to work towards getting the repairs done. Ms. Bonner reported Mr. Caro, leaseholder of TPBH and DD, has decided to sell the property for \$2.8MIL. Ms. Bonner, Ms. Folse and Ms. Hebert are meeting with a Realtor on Monday to begin looking for a space for TPBH and DD. We do have a three (3) year lease on the current buildings, two (2) years remaining. Ms. Bonner also reported we currently have seventeen (17) vacancies in the agency. We are working on filling the positions. Our HR staff will attend a job fair at Nicholls State University and McNeese University.

<p>Fiscal Report</p>	<ul style="list-style-type: none"> • <u>Board Member Bios for Website:</u> Ms. Bonner discussed Board Member Bios for the SCLHSA Website. Ms. Bonner has once again requested that the Board Members each fill out a brief Bios and include a picture to upload to our Website. The Bios can be sent in to Ms. Bonner or Ms. Benton. • <u>Legislative Visits:</u> Ms. Bonner and Ms. Hebert met with some of the Bayou Delegation to give an update of the Agency before Legislative Session begins in April. They were able to meet with Senators Bret Allain and Gary Smith, Representatives Beryl Amedee and Joseph Orgeron. We also delivered a packet to Representative Jerome “Zee” Zeringue. • <u>Policies Updates:</u> Ms. Bonner reported we are working on rolling out the new Internal Data Management system. We are uploading SCLHA Policies to the site. Ms. Bonner inquired if there are no changes to the Policy but requires the Board’s signature; can Mr. Zeringue sign the Policy without the Board reviewing since all policies have to be resigned? <ul style="list-style-type: none"> ○ Ms. Adriane Kyle motioned to approve Mr. Zeringue to sign Policies with no changes without the Board reviewing the document, seconded by Ms. Becky Hohensee, motion carried. <p><u>Fiscal Report:</u> Janelle Folse</p> <ul style="list-style-type: none"> • <u>Monthly Budget Summary (December):</u> Ms. Folse reviewed the FY 22-23 Budget Analysis for December as of 12/31/2022, including projected revenues/expenditures and the Legislative Appropriated Budget. • <u>Revenue Report (December):</u> Ms. Folse reviewed the FY 22-23 for December of 12/31/22, reflecting collections including recoupments/write-offs/adjustments for December of 12/31/2022. <ul style="list-style-type: none"> ○ Ms. Becky Hohensee motioned to approve the FY 22-23 December Budget Analysis and Revenue Report for December as of 12/31/2022, seconded by Ms. Adriane Kyle, motion carried.
<p>Operational Report</p>	<p><u>Operational Report:</u> Misty Hebert</p> <ul style="list-style-type: none"> • <u>Top Diagnosis – 2nd Quarter:</u> Ms. Hebert reviewed the agency wide 2nd Quarter Top Diagnosis. Mental Health – Anxiety, Substance Use – Cannabis, Primary Care – Opioid Dependence and Developmental Disabilities – Autism Spectrum. Ms. Hebert also reviewed Top Diagnoses by Clinics. • <u>LaPAS – 2nd Quarter:</u> Ms. Hebert reviewed the LaPAS Report for FY’23 2nd Quarter. • <u>MHA/SCLHSA Training April 14th:</u> Ms. Hebert reported we are partnering with LA Mental Health Association to do a Training on April 14th - “Talk Saves Lives.” The community event will take place from 12:00 – 1:00 via ZOOM. Ms. Bonner will do an intro for our Agency and The National Suicide Prevention will do the Training.
<p>Clinical Report</p>	<p><u>Clinical Report:</u> Katie Gibbens</p> <ul style="list-style-type: none"> • <u>Agency Statistics- 2nd Quarter:</u> Ms. Gibbens reviewed the Agency Statistics for the 2nd Quarter. The stats include Visit Trends, Top Lab Orders, Procedure Orders, DI Orders, Visit Types, Dx Codes, Procedure Codes and Outgoing Referrals by Specialty. • <u>Behavioral Health Update:</u> Ms. Gibbens gave a Behavioral Health update. Our AP Audit was this week. The Audit went well; we do not have any corrective actions to respond to.
<p>Developmental Disabilities</p>	<p><u>Developmental Disabilities:</u> Mr. Wesley Cagle</p> <ul style="list-style-type: none"> • <u>Human Services Accounting Plan Quarterly Performance Report – 2nd Quarter:</u> Mr. Cagle reviewed Agency Statistics for FY’23 2nd Quarter to include Requests for Services for New Applicants, Statements of Approvals and Statements of Denials. • <u>Person Served by Priority – 2nd Quarter:</u> Mr. Cagle reviewed the Person Served by Priority – 2nd Quarter – Funded vs Unfunded. Total Unique Individuals – 230, Total Request – 262, Total Request Funded – 234 and Total Requests Unfunded – 28.

	<ul style="list-style-type: none"> • <u>Waiver Data – 2nd Quarter</u>: Mr. Cagle reviewed the Waiver Data for the 2nd Quarter. Waiver Recipients – ROW 103, CCW 245, NOW 667 and SW 278. Mr. Cagle also reviewed the Request for Services • <u>Developmental Disability Program Updates</u>: Mr. Cagle reported they continue to look for a new Psychologist as the current one is retiring. They are in need of a Psychologist to work four (4) days per month. Mr. Cagle also discussed issues they are having with Support Coordination. OCDD is aware of the problem and have been trying to assist. Mr. Cagle is having a Provider/Support Coordination Meeting on March 31 to discuss the issues. They also continue to provide quarterly Trainings for Support Coordination.
Views and Comments by the Public	None
Old Business:	None
New Business:	
Consideration of Other Matters	<ul style="list-style-type: none"> • <u>Board Meeting Schedule</u>: After discussion with Board Members, Vice Chairman Lynne Farlough stated the next Board Meeting will be held on Thursday, April 13, 2023 @ 6:00pm at SCLHSA Administration Office.
Adjournment	Motion to adjourn by Ms. Becky Hohensee, seconded by Ms. Barbra Fuselier, motion carried. Meeting adjourned at 7:14 pm.