

South Central Louisiana Human Services Authority
Board Meeting Minutes
May 1, 2014

Members Present: Ray Nicholas (Assumption), Viola Daigle (Lafourche), Lisa Matherne (Lafourche), Karen Lentini (St. Charles), Lynne Farlough (St. John), and Gordon Landry (Terrebonne).

Members Absent: Ridgely Mitchell (St. James) and Lars Levy (St. Mary).

Guest in attendance: Lisa Schilling (Executive Director), Kristin Bonner (Deputy Director), Janelle Folse (Fiscal Director), Marian Palmisano (Secretary), Wesley Cagle (DD Director), Melicia Lemoine (HR Director).

Agenda Item	Action Recommended/Outcome
Call to Order	Meeting called to order by Chairperson Viola Daigle at 6:10 p.m.
Opening Prayer & Pledge of Allegiance	Mrs. Lynne Farlough led the prayer and Mrs. Karen Lentini 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 March 20, 2014 meeting were reviewed. Mrs. Lynne Farlough motioned to approve the minutes, seconded by Mr. Gordon Landry, motion carried and minutes were approved.
Board Issues	<p><u>Board Member Travel Reimbursement:</u> Board Members were reminded to submit travel reimbursement forms.</p> <p><u>Welcome to new Assumption Parish Board Member-Mr. Ray Nicholas:</u> Chairperson Daigle introduced and welcomed Mr. Ray Nicholas as the newly appointed Assumption Parish Board Member.</p> <p><u>Results of Annual Board Member Survey:</u> Ms. L. Schilling gave a brief update of the results of the Annual Board Member Survey. 4 of the surveys were answered and Ms. Schilling noted that the 3 new members will take part in next year's survey. Chairperson Daigle noted that on the new board member process section of the survey, ongoing changes need to done.</p> <p><u>Personal Financial Disclosure Statement:</u> Personal Financial Disclosure Statement forms were distributed to each board member and Ms. L. Schilling reminded everyone of the May 15, 2014 deadline.</p>
Executive Director Report:	<p><u>Agency Update:</u> Lisa Schilling</p> <ul style="list-style-type: none"> • <u>Legislative Canvassing:</u> Ms. L. Schilling gave a brief update of the remaining scheduled meetings with the Parish Councils. • <u>CSoC Wrap-Around Agency selection:</u> Ms. L. Schilling gave a brief overview of the Wrap-Around Agency selection process and noted there were 3 agencies that applied for the Wrap-Around Agency; Northeast Louisiana, START Corporation, and National Child and Family Services. The selection committee reviewed the applications of the 3 applicants and Northeast Louisiana was chosen as the Wrap-Around Agency. The WAA will provide services to 240 children within the SCLHSA 7 parish area. In the future, meetings will be scheduled for the Wrap-Around Agency start up, dates and times will be shared with board members upon receipt. • <u>Art of RESPECT:</u> Ms. L. Schilling reviewed the Art of RESPECT report reflecting the number of participants, the number of artists, the total number of individuals, and SCLHSA Staff observations at each site. Wes Cagle shared his thoughts on the event as well organized, not a single error. Mrs. Lynne Farlough stated, "it's always good to see an idea come to life and see the children have an opportunity to express their selves." Mrs. Karen Lentini stated, "she was impressed with how the children were treated and allowed to express their feelings. Staff are looking forward to next year to expand the program in the community. • <u>CARF Conference:</u> Ms. L. Schilling reported that she, Kristin Bonner and Misty Hebert attended the CARF Conference in Atlanta on May 7-8, 2014. The conference addressed the standard changes for 2014. We are addressing these changes with the administrative team, managers, and staff.

Agenda Item	Action Recommended/Outcome
Executive Director Report (cont'd)	<ul style="list-style-type: none"> • <u>The CALL Line Transfer to SCLHSA</u>: Ms. L. Schilling reported that the CALL Line transfer kicked off May 1, 2014 at 8:00am. Misty Hebert and Katie Gibbens have put this program together and they will be supervising staff and schedules. The calls will be managed by a team of 15 SCLHSA staff members. The CALL Line staff attended 2 days of training focusing on clinical and ethical issues and policies and procedures. Training was also held for Managers on the follow up procedures. Ms. Schilling reviewed the specifics/details of the CALL Line. • <u>Budget Distribution Formula</u>: Ms. L. Schilling reviewed the DHH Proposed Funding Formula received 5/1/2014 noting SCLHSA's percentage ranking on the chart. This is a much contested issue and was thoroughly discussed at the HSIC meetings for the past few months. Ms. Schilling is in agreement of the proposed formula only for any new funding that becomes available. • <u>2013/14 Contract Utilization Update</u>: Ms. L. Schilling reported the quarterly contract meeting was held on April 23, 2014. Met with contract monitors to review expenditures to date and projections to the end of the FY14. An amendment was executed to the Fairview contract in the amount of \$175,000. Four other contracts will require amendments to close out the current year totaling \$22,681. <p><u>Financial Report</u> – Janelle Folve</p> <ul style="list-style-type: none"> • <u>Monthly Budget Summary</u>: Mrs. Folve reviewed the Budget Analysis for FY 14 including projected revenues/expenditures as of 3/31/2014 and the expenditure spreadsheet reflecting monthly totals. • <u>Magellan Webcheck Report</u>: Reviewed the FY 14 Magellan Webchecks Summary Spreadsheet reflecting collections and projection beginning March 2012 to February 2014 as of 3/10/2014. • <u>FY 2013-2014 Self-Generated Revenue</u>: Reviewed the FY 2013-2014 Self-Generated Revenue reflecting collections as of 3/31/2014 including Projected Collections for FY 2014. • Motion to approve the FY 14 March Budget Analysis by Mrs. Lisa Matherne, seconded by Mrs. Karen Lentini, motion carried. • Motion to approve the FY 14 Magellan Webchecks Summary Spreadsheet beginning March 2012 to December 2013 by Mrs. Lisa Matherne, seconded by Mr. Ray Nicholas, motion carried. • Met with Magellan to resolve issues with CA: billing and collections, data for reporting purposes, and individual assessment needs. <p><u>Operational Review</u>: Kristin Bonner</p> <ul style="list-style-type: none"> • <u>LaPas Indicators</u>: Mrs. Bonner reviewed the LaPas Indicator Report for the 3rd qtr. of FY13-14. • <u>Satisfaction Survey Results</u>: 3rd Quarter results for Client Satisfaction at all Behavioral Sites were reviewed with no significant findings that needed to be addressed. • <u>CARF Site Visits</u>: Mrs. Bonner reported that the CARF clinic site visits are underway; 2 site visits are complete and there are 2 site visits remaining. SCLHSA is in receipt of the CARF reaccreditation application. The CARF survey will be scheduled sometime between September-November 2014. <p><u>DD</u>: Wes Cagle</p> <ul style="list-style-type: none"> • Discussed events surrounding the ART of RESPECT public awareness campaign. • Discussed the Request for Services Registry validation process nearing completion for clients in nursing homes and Intermediate Care facilities (ICF/DD). Reported the Ombudsman taking part in the process. • Reported that OCDD and the Governor's Office is on a fast track to determine which clients on the registry are receiving services, who needs services, and whose needs are being met, and that an assessment tool is being devised for those remaining on the registry. The goal is to determine a priority based on needs and risk. Given the data available on the individuals currently on the RFSR, certain groups will be dealt with first, and policy will be driven by the data. • Reported that OCDD plans to advocate for more funds to be used in the IFS program. They see it as the "best bang for the buck" for offering supports where services are not available elsewhere and for keeping individuals in their homes. • OCDD maintains the DD population to be implemented into Managed Long-Term Supports and Services (MLTSS) by July 2016.

Agenda Item	Action Recommended/Outcome
Old Business	None
New Business	<p>Executive Session-Chairperson Daigle At 7:22pm, Mr. Ray Nicholas motioned to move into Executive Session, seconded by Mr. Gordon Landry, motion carried. At 7:50pm, Mr. Ray Nicholas motioned to move back into Regular Session, seconded by Mrs. Lynne Farlough, motion carried. Chairperson Daigle stated a letter of resignation was received from Mr. Lars Levy on May 1, 2014 and requested a motion to accept Mr. Levy's letter. Mrs. Lynne Farlough motioned to accept Mr. Levy's letter of resignation, seconded by Mr. Ray Nicholas, motion carried by unanimous vote. Chairperson Daigle requested the proper personnel be contacted to fill the board member vacancy for St. Mary Parish.</p>
Views and Comments by the Public	None
Consideration of Other Matters	<ul style="list-style-type: none"> • Chairperson Daigle stated the next board meeting will be held on Thursday, June 19, 2014 at 6:00pm at the SCLHSA Administration Office located at 521 Legion Avenue, Houma, LA. • "Beautiful Boy-Understanding Meth Addiction" May 6, 2014, at the Terrebonne Main Library at 151 Library Drive in Houma, LA at 6:00PM (See Flyer) • Employee Appreciation Dates/Service Pin Ceremonies (See Flyer)
Adjournment	Motion to adjourn by Mrs. Lisa Matherne, seconded by Mrs. Karen Lentini, motion carried. Meeting adjourned at 8:00pm.