

**South Central Louisiana Human Services Authority
Board Meeting Minutes
December 8, 2022**

Members Present: Bryan Zeringue (Lafourche), Barbra Fuselier (Assumption), Ms. Lynne Farlough (St. John the Baptist), and Ray Nicholas (Assumption)

Members Absent: Adriane Kyle (St. Mary), Becky Hohensee (Terrebonne) and Travion Smith (Terrebonne)

Guest in attendance: Kristin Bonner (Executive Director), Wesley Cagle (Developmental Disabilities Director), Stephanie Benton (Secretary), and Ms. Melissa Gilbert (Fiscal).

Agenda Item	Action Recommended/Outcome
Call to Order	Chairman Bryan Zeringue called the meeting to order at 6:05 p.m.
Opening Prayer & Pledge of Allegiance	Mr. Ray Nicholas led the prayer and Mr. 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 October 20, 2022 meeting were reviewed. Ms. Barbra Fuselier motioned to approve the minutes of October 20, 2022 Board Meeting, seconded by Mr. Ray Nicholas, 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>Update on Board Positions for Lafourche and St. James Parish:</u> Ms. Bonner reported two (2) candidates will be presented for appointment at the next Lafourche Parish Council Meeting on December 13, 2022. Ms. Bonner also reported Ms. Folse knows of a candidate with the ARC interested in the St. James Parish vacancy. She will work on recruiting the individual. We will continue to advertise for the vacancy in St. James Parish. • <u>Board Member Conflicts of Interest Statements:</u> Mr. Zeringue reminded Board Members to turn in the Conflict of Interest Statements.
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 the new generator has been installed at RPBH. They are working on the gas line setup. Ms. Bonner also reported a Psych APRN at SMBH resigns on 12/16/22. The Medical Director at TPBH, Dr. Melanie Vega-Renner, retires on December 21, 2022. We are working with Locum Tenens to contract a Physician. Dr. Vega is the Agency's largest Provider. We have three (3) candidates who are willing to discuss telemedicine services. • <u>Civil Service Full Audit Results:</u> Ms. Bonner reported HR has received a 100% on the Civil Service Audit. • <u>ORM Claims Update:</u> Ms. Bonner gave an update of ORM Claims. We have received the final payment in the amount of \$66,000.00 for LBHC. We are currently securing bids for repairs at Regal Row. • <u>CIT Class (10/24-28 and 11/14-18):</u> Ms. Bonner reported the CIT Classes completed on 10/24 – 10/28 and 11/14 – 11/18 were successful. A Dispatcher Training will be scheduled in February 2023. • <u>VoIP Implementation:</u> Ms. Bonner gave an update on VoIP Implementation. We are at the final stages and moving forward. The current plan is to go live February 7 - 21, 2023. • <u>Executive Director Orientation Completed:</u> Ms. Bonner reported the Executive Director Orientation has been completed. Mr. Zeringue reported he has signed off on the Orientation.
Fiscal Report	<p><u>Fiscal Report:</u> Melissa Gilbert for Janelle Folse</p> <ul style="list-style-type: none"> • <u>Monthly Budget Summary (October):</u> Ms. Gilbert reviewed the FY 22-23 Budget Analysis for October as of 10/31/2022, including projected revenues/expenditures and the Legislative Appropriated Budget.

<p>Operational Report</p> <p>Developmental Disabilities</p>	<ul style="list-style-type: none"> • <u>Revenue Report (October)</u>: Ms. Gilbert reviewed the FY 22-23 for October as of 10/31/22, reflecting collections including recoupments/write-offs/adjustments for October as of 10/31/2022. <ul style="list-style-type: none"> ○ Ms. Lynne Farlough motioned to approve the FY 22-23 October Budget Analysis for October as of 10/31/2022, seconded by Mr. Ray Nicholas, motion carried. ○ Mr. Ray Nicholas motioned to approve the FY 22-23 October Revenue Report for October as of 10/31/2022, seconded by Ms. Lynne Farlough. <p><u>Operational Report</u>: Kristin Bonner</p> <ul style="list-style-type: none"> • <u>1st Quarter Top Diagnosis</u>: Ms. Bonner reviewed the 1st Quarter Top Diagnosis for Behavioral Health to include Mental Health, Substance Use and Primary Care. Ms. Bonner also reviewed the Top Diagnosis for each site. Ms. Bonner reviewed 1st Quarter Top Diagnosis for Developmental Disabilities to include Intellectual/Psychological and Medical. • <u>Changes in Reporting</u>: Ms. Bonner discussed changes to come in Reporting. She would like to streamline the Reports/Data per Department, therefore not to have repetitive discussions. Going forward, each Director will review Reports/Data for their Department. Ms. Bonner reported the Agency is in the beginning stages of prepping for CARF. CARF accreditation is scheduled for November 2023. Ms. Bonner also reported Ms. Misty Hebert has accepted the Deputy Director position. Once Civil Service approves the Clinical Director position, we will post for it. We have submitted all leadership changes to Licensing, the State Board, CARF, and all others required by the Agency. <p><u>Developmental Disabilities</u>: Mr. 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 - 673 NOW, 270 SW, 241 CC and 101 ROW total active cases 1362. • <u>Developmental Disability Program Updates</u>: Mr. Cagle discussed the changes coming to the Entry Eligibility of Determination Policies and Procedures to include a reduction in the number of redeterminations we will have to do. They are still not ready to implement. They have to submit Operational instructions for feedback. Mr. Cagle also discussed Support Coordination Monitoring. It has become a lengthy process. Allison is going out and interviewing the staff members to include new and some older staff. Once she finalizes the reviews, she will submit any findings.
Views and Comments by the Public	
Old Business:	
New Business:	
Consideration of Other Matters	<ul style="list-style-type: none"> • <u>Board Meeting Schedule</u>: After discussion with Board Members, Chairman Bryan Zeringue stated the next Board Meeting will be held on Thursday, January 12, 2022 @ 6:00pm at SCLHSA Administration Office.
Adjournment	Motion to adjourn by Mr. Ray Nicholas, seconded by Ms. Lynne Farlough, motion carried. Meeting adjourned at 6:46 pm.