

**Florida Parishes Human Services Authority Administrative Office**  
**835 Pride Drive, Suite B**  
**Hammond, LA 70401**  
**Minutes of the Governing Board Meeting**  
**February 19, 2020**

Dr. Genesa Garofalo Metcalf, Board Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 2:00 p.m.

Rebecca Soley conducted a roll call. A quorum was established.

**Attendees**

Governing Board: Liz Gary; Danielle Keys; Timothy Lentz; Genesa Garofalo Metcalf, M.D; Gary Porter; and Carol Stafford

Absent: David Cressy; Mona Pellichino; and Cheryl Smith

**FPHSA Staff/ Guest:** Richard Kramer, Executive Director; Rachelle Sibley, Chief Operating Officer; and Rebecca Soley, FPHSA/Executive Administration; Christy Paulsell, Parent/Self-Advocate

Prayer was offered by Rev. Porter.

**Agenda/Consent Agenda**

Dr. Metcalf extended an offer for additional agenda items or revisions to the agenda.

Ms. Keys made a motion adopting the agenda as presented; seconded by Ms. Gary.

The motion passed unanimously.

**Excused Absences**

Mr. Lentz made a motion to excuse the absence of Mr. Cressy, Ms. Pellichino, and Ms. Smith; seconded by Rev. Porter.

The motion passed unanimously.

**Approval of Minutes**

Ms. Keys made a motion adopting the January 24, 2020 minutes as written; seconded by Rev. Porter.

The motion passed unanimously.

**Public Input**

Dr. Metcalf welcomed all in attendance and extended an opportunity for public input.

### **Executive Director Report**

Mr. Kramer submitted a copy of the Executive Director's Report for February to members of the governing board. He outlined the following:

1. **Zero Suicide** – Our Zero Suicide work continues with the cognitive behavioral therapy training scheduled for March 25-27th and ASIST trainings scheduled for March 12-13th. It is hoped that these additional trainings will help build competencies in our region to prevent suicides among those not served at FPHSA.
2. **Coronavirus** – FPHSA is actively monitoring the coronavirus outbreak to ensure that appropriate steps are taken to prevent the spread of disease. We receive routine communication from the Office of Public Health and have put in place protocols suggested at this time for this level of care which include added questions about travel at check in and referral of any suspected cases to OPH for testing.
3. **Budget** – Commissioner of Administration, Jay Dardenne, presented the Governor's proposed 2021 budget to the Joint Legislative Committee on the Budget earlier this month. Included in the proposal was a 5% cut for all Human Service Districts and Authorities with the exception of two. FPHSA and Northwest Human Service District were specifically exempted from the reductions due to the inequity in state funding per capita. Commissioner Dardenne stated that the legislature added some funding to each of these districts last session to try to rectify the inequity and that taking further cuts would be inconsistent with that aim.
4. **DD Fair** - The next DD job fair is now scheduled for April 21st at Southeastern Louisiana University and will be held in conjunction with Lions Connected.
5. **CARF** - We received our official three-year accreditation from CARF last week. As expected, this is a recognition of the good work and compliance with standards and best practices.
6. **Developmental Disabilities Services Information** – Mr. Kramer provided some developmental disabilities services data for November, December, and January on the following information: Systems Entry; Referrals for Crisis Placement; PASRR; Residential Placement Searches; IFS Information including referrals, new referrals, individuals/families receiving IFS, the number on the waiting List, and denials; FFF information including those receiving FFF; the number on the waiting list; denials; and Waiver Information including those receiving Waiver Services, pending waiver services, waiver recipients admitted to institutions; and the number of SUN referrals submitted to State Office.
7. **Behavioral Health Services Information** – Mr. Kramer provided the number of persons served and services provided for the following: Bogalusa Behavioral Health Clinic; Denham Springs Behavioral Health Clinic; Mandeville Behavioral Health Clinic; Rosenblum Behavioral Health Clinic; Slidell Behavioral Health Clinic; Outreach Services in Franklinton, Greensburg, and Kentwood; and Home and Community Based Services, as well as the number serviced through Residential Treatment Services for November and December 2019.

Mr. Lentz made a motion to accept the Executive Director's report as presented; seconded by Ms. Stafford.

The motion passed unanimously.

### **Financial Report- February 2020:**

Ms. Sibley presented the Financial Report for February 2020 as follows:

Fiscal Year 2020 (July 1, 2019 – June 30, 2020)

FPHSA's current FY 2020 budget analysis, as of January 31<sup>st</sup> reflects a projected deficit; however, we are projecting collecting over the self-generated budget to be transferred to escrow at the close of the fiscal year. An analysis of FPHSA's operating and escrow budget was disseminated to the board. The Fiscal Department will continue to monitor revenues and expenditures closely.

Ms. Keys made a motion to accept the financial report as presented; seconded by Rev. Porter.

The motion passed unanimously.

Board Business

Bogalusa Behavioral Health Clinic Lease Approval

Mr. Kramer requested the board's consideration to extend the current Bogalusa Behavioral Health Clinic's lease for another 6 months while FPHSA pursues and locates a new permanent space/location.

Ms. Stafford made a motion approving the lease extension as presented; seconded by Mr. Lentz.

The motion passed unanimously.

Confirmation of the next meeting

It was confirmed that the next meeting of the FPHSA Governing Board is scheduled on Friday, March 27, 2020, at 9:30 a.m. at Florida Parishes Human Services Authority, 835 Pride Drive, Suite B, Hammond, LA 70401.

Adjournment

The meeting was adjourned.

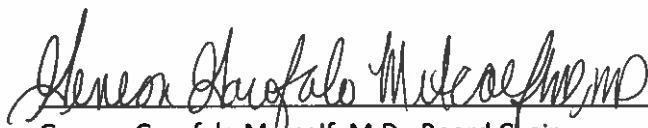
Respectfully Submitted,

  
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Rebecca Soley, Secretary

6/1/20  
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Date

  
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Richard J. Kramer, Executive Director

6-5-20  
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Date

  
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Genesa Garofalo Metcalf, M.D., Board Chair

6/1/20  
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Date