

**Florida Parishes Human Services Authority
Minutes of the FPHSA Governing Board Meeting
FPHSA Denham Springs Behavioral Health
1951 Florida Boulevard SW, Denham Springs, LA 70726
May 24, 2024**

Dr. Genesa Garofalo Metcalf, Board Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 9:34 a.m.

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

Attendees

Governing Board: Brandon Browning, David Duplantier; Timothy Lentz, Genesa Garofalo Metcalf, M.D; Mona Pellichino; and Carol Stafford

Absent: Rev. Gary Porter

FPHSA Staff/ Guest: Richard Kramer, FPHSA Executive Director; Rebecca Soley, FPHSA Board Secretary; Rachelle Sibley, FPHSA Chief Operating Officer; Patricia Monteleone, FPHSA; Angela Tyrone, Community Member

Prayer was offered by Mr. Lentz.

Agenda/Consent Agenda

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

Mr. Lentz made a motion to accept the agenda as presented; seconded by Ms. Pellichino.

The motion passed unanimously.

Excused Absences

Mr. Lentz made a motion excusing the absence of Rev. Porter; seconded by Ms. Pellichino.

The motion passed unanimously.

Approval of Minutes

Mr. Duplantier made a motion adopting the March 22, 2024, minutes as written; seconded by Ms. Stafford.

The motion passed unanimously.

Public Input

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

Ms. Monteleone, FPHSA Staff, introduced herself to the board as the newly appointed FPHSA Employee Representative.

Executive Director Report

Mr. Kramer presented the following updates for May 2024:

1. **Denham Springs BH Expansion Update:** The work at our Denham Springs campus was completed last month and the new section of the clinic is fully functional which allows for better workspaces for our staff and better service to our clients. An expansion celebration is to take place on May 24, 2024.
2. **Mobile Unit Update:** Use of the mobile unit is increasing as we've added a second day per month to the Franklinton schedule and are finalizing plans to add a Greensburg day to the monthly schedule. Having mobile clinic days at both locations will replace the outreach in those same areas that had been discontinued since covid. Additionally, the mobile unit has been being used for more community events such as health fairs and mental health awareness days that took place in Denham Springs and Slidell this week. The unit serves as a moving billboard in those settings and also allows for a private space for behavioral health screenings in the field as a part of those events.
3. **Opioid Mobile Unit Treatment:** We have been contacted by OBH to partner with the Opioid Treatment Program that serves our region to purchase another mobile unit to be used for mobile methadone distribution in the event of emergencies or national disasters. OBH is pursuing rule changes that would allow for mobile distribution in other circumstances as well. This may impact the use of this mobile unit in the future once we know that details of what is included in the final plans.
4. **CCBHC Update:** We have been contacted by OBH to partner with the Opioid Treatment Program that serves our region to purchase another mobile unit to be used for mobile methadone distribution in the event of emergencies or national disasters. OBH is pursuing rule changes that would allow for mobile distribution in other circumstances as well. This may impact the use of this mobile unit in the future once we know that details of what is included in the final plans.
5. **State Employee Recognition:** Each year May is designated as state employee recognition month and we, as always, took the opportunity to thank our staff for all of the hard work they do for the people we serve across all of our programs. Myself and other leadership team members visited each of the clinics to meet with staff and present service awards for their years of service as well as small tokens of appreciation for them. After many delays and false starts we were finally able to have our maiden voyage of the mobile unit to Franklinton earlier this month. Everything went well and the trial run allowed us to identify some opportunities for improvement to make the process work better in the future as we plan to expand its use across the region.
6. **20th Anniversary Employee Enrichment Day:** This July FPHSA will celebrate our 20th anniversary. We have booked the Castine Center and blocked off all staff scheduled for the full day of July 31. On this day we will have a full day employee enrichment event which will include speakers on the opioid epidemic, a presentation by a suicide survivor, a presentation from families of individuals with developmental disabilities, presentations on stigma and workplace wellness, as

well as some fun activities for employee bonding and teambuilding. We are looking forward to this day as a day to reenergize our staff to keep doing great things for the next 20 years.

7. 20th Anniversary Employee Enrichment Day: This July FPHSA will celebrate our 20th anniversary. We have booked the Castine Center and blocked off all staff scheduled for the full day of July 31. On this day we will have a full day employee enrichment event which will include speakers on the opioid epidemic, a presentation by a suicide survivor, a presentation from families of individuals with developmental disabilities, presentations on stigma and workplace wellness, as well as some fun activities for employee bonding and teambuilding. We are looking forward to this day as a day to reenergize our staff to keep doing great things for the next 20 years.
8. Electronic Health Record Transition: It was not very long ago that we completed implementation of our new electronic health record. Because of some continuing issues with the capabilities of that system to meet our needs, among them being able to support CCBHC requirements, we are in the process of selecting a new EHR. While we do not look forward to this process again, the investment in both time and money will reap rewards in the future for our organization and the people we serve.
9. FPHSA's Strategic Plans: Mr. Kramer included in his report an outline of FPHSA's Internal Strategic Plan "Chartering Our Way to 2026" and FPHSA's Strategic Goals.
10. Developmental Disabilities Services Data Information: Mr. Kramer provided some developmental disabilities services data for February, March, and April 2024 on the following information: Systems Entry; Referrals for Crisis Placement; PASRR; Residential Placement Searches; IFS Information including referrals, new requests, individuals/families receiving IFS, the number on the waiting List, and denials; FFF information including those receiving FFF; the number on the waiting list; and Waiver Information including those receiving Waiver Services, pending waiver services, waiver recipients admitted to institutions; the number of SUN referrals submitted to State Office; and ACT421 CMO information including number of referrals, eligible determinations, denials, and appeals.
11. 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 in February, March, and April 2024.

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

The motion passed unanimously.

Financial Report:

Fiscal Year 2024 (July 1, 2023 through June 30, 2024)

Ms. Sibley disseminated a copy of FPHSA's Finance Report for May 2024 that included the analysis for FPHSA's operating budget and escrow budget. She indicated that the budget analysis as of April 30th, reflected a projected deficit. The Fiscal Department will continue to monitor revenues and expenditures closely as well as work with the Leadership Team to minimize or eliminate the deficit by fiscal year end.

Mr. Lentz made a motion to accept the Financial Report as presented; seconded by Ms. Stafford.

The motion passed unanimously.

Board Business

Use of Escrow Funds

Mr. Kramer presented a request of the use of escrow funds for the board's consideration to serve as a contingency plan to cover if the agency was presented with a deficit at the end of the fiscal year close.

Mr. Lentz made a motion approving the use of escrow funds as a contingency plan to prevent an overall deficit situation of appropriated funding needed to continue operations and service provisions through the end of the Fiscal Year 2023-2024; seconded by Ms. Stafford.

The motion passed unanimously.

Policy Review

Mr. Kramer presented the policies and procedures outlined below for the board's annual review.

- 015 Executive Limits- Compensation and Benefits

Ms. Pellichino made a motion approving the policy as presented; seconded by Mr. Lentz.

The motion passed unanimously.

Confirmation of the Next Meeting

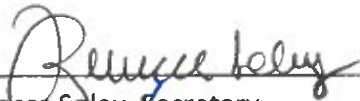
It was confirmed that the next meeting of the FPHSA Governing Board will be on June 28, 2024, at 9:30 a.m. at a location to be announced.

Adjournment

Mr. Lentz made a motion to adjourn the meeting at 10:10 a.m.; seconded by Ms. Pellichino.

The motion passed unanimously.

Respectfully Submitted,



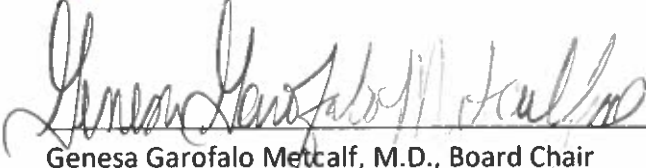
Rebecca Soley, Secretary

7/26/24
Date



Richard J. Kramer, Executive Director

7-24
Date



Genesa Garofalo Metcalf, M.D., Board Chair

7/26/24
Date