

**Florida Parishes Human Services Authority
Minutes of the FPHSA Governing Board Meeting
FPHSA Headquarters
835 Pride Drive, Suite B, Hammond, LA 70401
March 28, 2025**

Dr. Genesa Garofalo Metcalf, Board Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 9:33 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; Rev. Gary Porter; and Carol Stafford

Absent: Noble-Bates Young

FPHSA Staff/ Guest: Richard Kramer, FPHSA Executive Director; Rebecca Soley, FPHSA Board Secretary; Rachelle Sibley, FPHSA Chief Operating Officer; Angela Tyrone, Community Member; Jamie Segura, Community Member; and Charlotte Verberne, FPHSA

Prayer was offered by Rev. Porter.

Agenda/Consent Agenda

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

Rev. Porter made a motion to amend the agenda and add "Purchase Request: Trane"; seconded by Mr. Lentz.

The motion passed unanimously.

Excused Absences

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

The motion passed unanimously.

Approval of Minutes

Ms. Pellichino made a motion adopting the January 17, 2025, 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.

Ms. Segura, Guest, shared information about HB118 being proposed in the 2025 Regular Legislative Session.

Executive Director Report

Mr. Kramer presented the following updates for March 2025:

1. **Electronic Health Record Update:** Our long-awaited implementation of the new electronic health record is scheduled for Tuesday of next week. Obviously, the work to build out the record has gone on for the past several months and the last several weeks have been filled with lots of data migration and training. Staff are ready for the change and their schedules have been reduced for the next two weeks to allow for time navigating the record in a live situation for the first time. It is expected that this implementation, like any similar implementation, will have a few bumps as we work out details that don't all go exactly as planned but it is already clear that the new record will be a better tool for providers and for management to accomplish our tasks. There has been encouraging feedback from staff who have been training and working in the system already that many tasks are more efficient and that the record is easier to move around in.
2. **Mandeville Clinic's Cooling:** We reported previously that the chiller that cooled the front half of our Mandeville clinic had broken and was unrepairable. We have been working with Facility Planning and they are in the process of helping us replace that chiller. Unfortunately, the new chiller is not going to be available for installation until some time in late summer. For the past several months we have used small temporary cooling units which were sufficient while the weather was mild. As temperatures are already getting into the 80s during the afternoon it is evident that these units will not be sufficient to keep that part of the building operational until late summer. We are currently working on renting a temporary chiller that be able to cool the entire area and it should be available within a couple of weeks. Should there be any delays and conditions become too uncomfortable we have a backup plan that includes a rotation of staff working from home and in the part of the building unaffected by the chiller outage.
3. **Primary Care Partners:** Conversations with our potential primary care partner are gathering pace with weekly meetings now established to work through the details of getting the operation off the ground. We have a tentative target of July 15th for the opening and are working to iron out physical changes as well as operational and logistics requirements to make the partnership a success. After much discussion about the option of our partner taking over operation of the pharmacy versus contracting with the current pharmacy provider, there are negotiations underway to contract with the current pharmacy provider to continue to operate the pharmacy which we are in support of as we have been happy with the partnership we have had for years with Genoa.
4. **Residential Treatment Services Update:** Our residential program was necessarily downsized during covid and then had trouble growing back to that size since then, initially due to nationwide staffing challenges and later more likely impacted by the proliferation of other providers in the area. The program is no longer sustainable at the level that it was once hoped to reach again, and the decision has been made to permanently downsize the program from 36 beds to 24 beds. This will allow us to reduce the footprint of the space that we lease and cut some positions associated with the program to reduce costs and use resources more consistent with the number of clients we are serving on a daily basis. It is

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our hope that this right sizing of the program will make it sustainable in the long term as, although many more beds of this type have been added across our region, there are many clients that we serve in our program that other providers will not accept for various reasons.

5. DDS AP Audit: The Developmental Disabilities section recently had their annual audit by LDH and passed, as usual, with flying colors showing compliance with all of the requirements of the program.
6. Grant Impacts: It was announced earlier this week the Trump Administration has decided to cancel several grants to Louisiana and other states that may impact mental health and/or substance use treatment. We do not have details yet about which specific grants are impacted or how those cuts may impact FPHSA but, based on the description of what is to be cut, it does not sound like it will impact the block grants which are a significant source of funding for our outpatient and residential services. Once we know what the impacts to our funding may be we will work to make whatever reductions are required in whichever ways are least impactful to our mission and the people that we serve.
7. Developmental Disabilities Services Data Information: Mr. Kramer provided some developmental disabilities services data for December 2024, January 2025, and February 2025 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.
8. 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 December 2024, January 2025, and February 2025.

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

The motion passed unanimously.

Financial Report:

Fiscal Year 2025 (July 1, 2024 through June 30, 2025)

Ms. Sibley presented the budget analysis, as of February 2025, that reflected a projected deficit, along with anticipated collections from the agency's self-generated budget. She indicated that the Fiscal Department would 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 Mr. Duplantier.

The motion passed unanimously.

Board Business

Personal Financial Disclosure Statements

Dr. Metcalf reminded the board that everyone is required to submit their annual personal financial disclosure statements by May 15th.

Purchase Request Approvals

Purchase Request Approval: Trane

Mr. Kramer reported the need to rent a temporary chiller at the Mandeville Behavioral Health Clinic while we work with Facility Planning on replacing a chiller that cooled the front half of the clinic that broke and was unrepairable. He reported that for the past several months, we have used small, temporary cooling units which have been effective while the weather was mild; however, these units will not be sufficient until the permanent chiller can be ordered, delivered, and installed late summer.

Mr. Lentz made a motion approving the purchase request for the delivery, installation, and rental of the temporary chiller; seconded by Mr. Duplantier.

The motion passed unanimously.

Purchase Request Approval: Panic Button Software and Implementation

Ms. Sibley presented a purchase request for the costs of implementation of a more advanced safety system across the agency using InformaCast's emergency notification software, along with a user plan for five years. The software offers multiple safety and communication delivery methods that are supported by various devices with the ability to configure customizable triggers that can be based on specific events, conditions, or needs of the agency.

Mr. Lentz made a motion authorizing the purchase request for the implementation and software cost for five years; seconded by Rev. Porter.

The motion passed unanimously.

Policy Review

Mr. Kramer presented Board Policy 003 Executive Limits: Treatment of Staff as part of the annual review process for the board's consideration.

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

The motion passed unanimously.

Confirmation of the Next Meeting

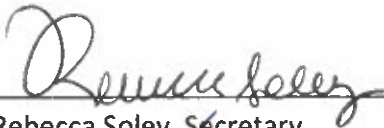
It was confirmed that the next meeting of the FPHSA Governing Board will be on April 25, 2025, at FPHSA Headquarters in Hammond, LA.

Adjournment

Mr. Lentz made a motion to adjourn the meeting at 10:25 a.m.; seconded by Rev. Porter.

The motion passed unanimously.

Respectfully Submitted,



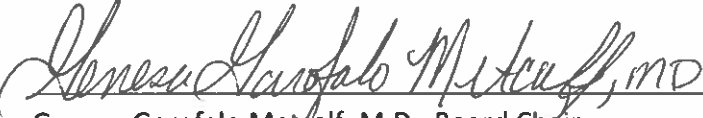
Rebecca Soley, Secretary

4/25/25
Date



Richard J. Kramer, Executive Director

4-25-25
Date



Genesa Garofalo Metcalf, M.D., Board Chair

4/25/25
Date