

**Florida Parishes Human Services Authority
Minutes of the FPHSA Governing Board Meeting
FPHSA Headquarters
835 Pride Drive, Suite B, Hammond, LA 70401
April 25, 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 Noble-Bates Young

Absent: Brandon Browning and Carol Stafford

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

Prayer was offered by Rev. Porter.

Agenda/Consent Agenda

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

Mr. Lentz made a motion to adopt the agenda as presented; seconded by Rev.Porter.

The motion passed unanimously.

Excused Absences

Ms. Young made a motion excusing the absence of Mr. Browning and Ms. Stafford; seconded by Ms. Pellichino.

The motion passed unanimously.

Approval of Minutes

Mr. Lentz made a motion amending the March 28, 2025, minutes correcting Ms. to Mr. under Purchase Approval: Trane"; 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 presented the following updates for April 2025:

1. **EHR Implementation:** April 1 was the implementation day for our new EHR which has gone reasonably well. Many staff members have reported positive feelings about the new EHR overall while there are still some things that need to be adjusted in order to get the best out of the system. Staff have had reduced schedules while learning the new system and our implantation team has been working overtime to resolve issue that have been identified. I remain confident that this change is a good direction for the organization and now the hardest part is behind us.
2. **Proposed Legislation:** A bill relating to the structure of the LGEs across the state has been filed by Representative Echols. This bill seeks to change how the districts and authorities align with LDH and places them organizationally under the Surgeon General rather than reporting to a local board of directors. It is on the agenda to be discussed House Health and Welfare on Tuesday. It is my understanding that this bill did not originate from LDH or the administration and it is unknown whether either is in support of this plan at this time.
3. **ACT 421 Update:** Over the past year we managed to get behind on nursing assessments related to Act 421 referrals which allows for families who typically would be disqualified from Medicaid based on income to qualify based on certain criteria related to developmental disabilities. We contracted with some nurses to help as needed and rehired a retiree on a part time basis who has the skills and knowledge to process these quickly and have made significant progress in the last 30 days with the expectation that the entire backlog is cleared by June.
4. **Strategic Plan:** Every 3 years all state agencies are required to update their strategic plans in a specific format. Our plan will be included under LDH's heading and I have attached our final draft for review. (https://fphsa-my.sharepoint.com/:b:/g/personal/rebecca_soley_fphsa_org/EZnSaZ5rss9PoBKxyNSTcO8BGzjoVUs9czRYRaVqC3_hIA?e=cg9ah4)
5. **Developmental Disabilities Services Data Information:** Mr. Kramer provided some developmental disabilities services data for January, February, and March 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.
6. **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 January, February, and March 2025.

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

The motion passed unanimously.

Financial Report:

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

Ms. Sibley presented the budget analysis, as of March 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.

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

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.

Board Member Terms: St. Helena Parish

Rev. Porter's term expires in May 2025. He has reached the limit of consecutive terms that he can serve on the board. This information will be shared with the respective parish authorities to determine how to fill the vacancy.

Confirmation of the Next Meeting

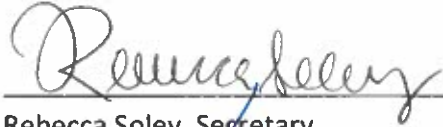
It was confirmed that the next meeting of the FPHSA Governing Board will be on May 23, 2025, at FPHSA Headquarters in Hammond, LA.

Adjournment

Mr. Lentz made a motion to adjourn the meeting at 10:03 a.m.; seconded by Rev. Porter.

The motion passed unanimously.

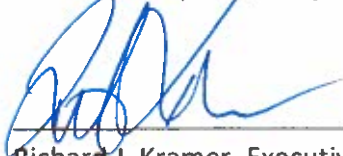
Respectfully Submitted,



Rebecca Soley, Secretary

5/23/25

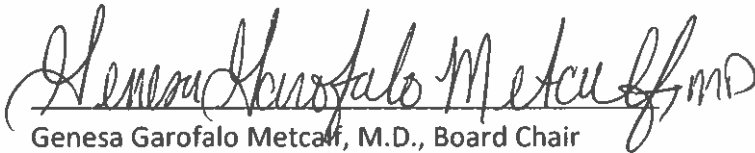
Date



Richard J. Kramer, Executive Director

5-23-25

Date



Genesa Garofalo Metcalf, M.D., Board Chair

5/23/25

Date