

**Florida Parishes Human Services Authority
Minutes of the FPHSA Governing Board Meeting
407 St. Tammany Street, Madisonville, LA 70447
December 5, 2025**

Dr. Genesa Garofalo Metcalf, Board Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 11:11 a.m.

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

Attendees

Governing Board: Byron Hurst, Deborah Kropog, Timothy Lentz, Genesa Garofalo Metcalf, M.D; Mona Pellichino; JoBeth Valentino; and Noble-Bates Young

Absent: Brandon Browning; David Duplantier

FPHSA Staff/ Guest: Richard Kramer, FPHSA Executive Director; Rachelle Bethel, FPHSA Chief Operating Officer; and Rebecca Soley, FPHSA Board Secretary

Prayer was offered by Ms. Pellichino.

Agenda/Consent Agenda

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

Ms. Young made a motion to adopt the agenda after removing the “swearing-in ceremony” from the agenda; seconded by Mr. Lentz.

The motion passed unanimously.

Excused Absences

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

The motion passed unanimously.

Approval of Minutes

Ms. Young made a motion adopting the September 26, 2025, meeting minutes as written; seconded by Ms. Pellichino.

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 December 2025:

1. **CCBHC Update:** We were recently informed by OBH that, as the state works to transition to the prospective payment system for CCHCs, FPHSA will likely not be one of those that moves to the model in the first year. This means that we will not need to participate in the cost reporting project that the payment rates are based on until the next cycle. We will not be eligible for the increased payments under that model until we do. This decision was based on the fact that four of the six Louisiana CCHCs will see their grants run out at the end of the current federal fiscal year while we, and one other, still have an additional year of funding through the grant.
2. **DePaul Update:** Signage has been placed, and all other plans are in order to open the primary care clinic as soon as De Paul receives CMS approval, which had been delayed during the government shutdown. It is now hoped that we will open in January with construction on the pharmacy currently underway as well. Once services begin, we will plan a ribbon cutting/marketing event for community awareness.
3. **DDS Enhancements:** We recently received feedback from some family members of people who receive services through our developmental disabilities department that indicated they were disappointed with follow-through and communication. These are all difficult cases that rely on resources that are scarce and outside of our control. However, those family members have a right to expect to be kept up to date with what is going on, even when there is no progress, so that they know that their situation is still being monitored. To that end, and in keeping with our strategic plan goals related to the DD department, I have asked our DD Director to develop a procedure to identify cases that fall into priority groups (ex: those with multiple hospitalizations, those with inadequate living arrangements, those living with family members who aren't capable of supporting their needs) and require that the staff assigned to those cases provide scheduled updates to the family members weekly.
4. **Annual Report Meeting Reminder:** As a reminder, our annual report meeting will be held next Friday at the Clausen Center in Hammond. All board members are invited to come as we will hopefully have good participation from the community there.
5. **Residential Update:** Our plans to wind down the residential program and transition those resources to other substance use offerings is progressing on target. After our last board meeting where this was discussed, we held a forum with staff to announce what had been decided, explain why it was necessary, and address any staff concerns. A second forum was held earlier this morning to update staff on developments and answer questions about the process. Unsurprisingly, many staff have already resigned or are planning to and the census is at a lower level than prior to the announcement. I don't anticipate we will still have clients in the program past January. The remaining time before the final closure will be used for shutdown activities like handing records and property.
6. **Bridge Clinic Transition:** While that shutdown process is moving forward, we are having concurrent discussions about the next phase. Conversations with St. Tammany Parish and an agreement to operate a Medications for Opioid Use Disorder (MOUD) bridge clinic funded, in part, by opioid settlement dollars continue with a draft agreement should be coming by the end of the day. A meeting is being scheduled in the coming weeks with OBH Medical Staff to discuss how this program can best fit in with state plans to operate MOUD bridge programs in emergency departments. It is expected that FPHSA will be selected to

partner with some local hospitals as a part of the expansion of this project statewide and will have free technical assistance from the National Bridge program through some grant dollars awarded to OBH.

7. Legislative Audit: Our bi-annual legislative audit kicked off this week so the auditors will be in our building for the next few months doing their routine audit procedures and following up on the previous finding to ensure we addressed as we planned to in our response to them. We were notified in that kick-off meeting that this audit will also include a specific audit at the substance use block grant funds as a part of a required single audit for the state which was apparently triggered by the total amount of state substance use block grant dollars. This will be the first time we've had this type of audit, and the first time our auditors have conducted one, so we aren't entirely sure what to expect. Because that particularly grant already involves multiple layers of verification and audits through LDH, we expect that there should not be any significant issues identified at our level.
8. Strategic Plan "Charting Our Way to 2026": Mr. Kramer disseminated a copy of FPHSA's strategic plan goals to the board as an ongoing part of his board report.
9. Developmental Disabilities Services Data Information: Mr. Kramer provided some developmental disabilities services data for August, September, and October 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.
10. 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 August, September, and October 2025.

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

The motion passed unanimously.

Financial Report

Fiscal Year 2026 (July 1, 2025- June 30, 2026)

Ms. Sibley presented FPHSA's first FY2026 budget analysis, as of October 31st, that reflected a projected deficit with an overcollection in 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. She also provided a copy of the current escrow analysis.

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

The motion passed unanimously.

Board Business

Board Member Terms

Dr. Metcalf announced that the board appointments for both Mr. Duplantier and Ms. Kropog would expire in December.

Ms. Young made a motion for the agency to send a letter on behalf of the board to the appointing authorities for each member whose term is expiring respectfully requesting their terms be considered for renewed for continuity of the board's progress and momentum; seconded by Mr. Lentz.

The motion passed unanimously.

2026 Officer Terms

The offices of Chair and Vice Chair for Calendar Year 2026 were discussed. Dr. Metcalf opened the floor for officer nominations. The board nominated Dr. Metcalf to continue to serve as Chair and nominated Mr. Lentz to serve as the Vice Chair.

Ms. Young made a motion reappointing Dr. Metcalf as the 2026 Board Chair; seconded by Mr. Lentz.

The motion passed unanimously.

Ms. Young made a motion appointing Mr. Lentz as the 2026 Board Vice Chair; seconded by Ms. Pellichino.

The motion passed unanimously.

Annual Policy review

Mr. Kramer presented 050 ED Performance Evaluation Policy, Procedure, and Forms; Policy 010 Executive Limits- Executive Director Succession; and Policy 041 Board-Executive Director Linkage for the board's annual review and consideration.

Ms. Pellichino made a motion approving Policy 010 and 041 and delaying 050 ED Performance Evaluation Policy, Procedure, and Forms until the next meeting for further review; seconded by Ms. Young.

The motion passed unanimously.

Confirmation of the Next Meeting

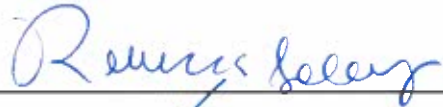
It was confirmed that the next meeting of the FPHSA Governing Board will be on January 23 at 9:30 a.m., at a FPHSA Headquarters in Hammond.

Adjournment

Mr. Lentz made a motion to adjourn the meeting at 12:00 p.m.; seconded by Ms. Young.

The motion passed unanimously.

Respectfully Submitted,




Rebecca Soley, Secretary

01/23/26
Date



Richard J. Kramer, Executive Director

02/27/26
Date



Genesa Garofalo Metcalf, M.D., Board Chair

2/27/26
Date