

**METROPOLITAN HUMAN SERVICES DISTRICT
BOARD OF DIRECTORS MEETING
September 29, 2017
MINUTES**

A meeting of the Board of Directors of Metropolitan Human Services District was held on Friday September 29, 2017 at the Algiers Behavioral Health Clinic, located at 3100 General DeGaulle Drive, Room 103, New Orleans, LA. 70114. The meeting was called to order at 12:40 pm. Roll was taken and it was determined that a quorum was present.

Board members in attendance were Michael Pechon, Sarintha Stricklin, Sylvie Tran, Marsha Broussard, MPH, D.Ph., Charlotte Parent, Cathy Lazarus, MD, Sylvie Tran, and Gary Mendoza. Members that were absent were Dr. Joseph Kanter. Gary Mendoza, Chair, was the ranking member and presided over the meeting.

Other individuals present were: MHSD, Rochelle Head-Dunham, MD Executive Director/Medical Director, Steven J. Farber, Deputy Director of Administration/General Counsel, Traci Brown, Chief Financial Officer, David Timoll, Chief Operating Officer, Sharon Barnett-Starks, Mental Health Area Director, , and Kimberly Bourque Executive Assistant to Dr. Dunham. Julie Olsen from Plaquemines Care, and Heather Jovanovich and Silvia Graham with Duplanche

Call to Order by Board Chair Gary Mendoza.

Gary Mendoza, Chair, moved to take the Legislative Auditor report out of order, so that they could present the report and not wait. Motion was seconded by Michael Pechon. All approved.

Executive Director's Report

- Legislative Auditors Report
 - The Auditors, Heather Jovanovich and Silvia Graham, presented the audit. There were no findings of deficiencies or significant weakness found. Once the Auditors completed reporting on the audit, they left the meeting.
 - Gary Mendoza requested that MHSD Fiscal provide a monthly comparable balance sheet. Gary Mendoza formed a Finance Subcommittee. Gary Mendoza assigned, Traci Brown, Gary Mendoza and Sylvie Tran to the Finance Subcommittee. The subcommittee will hold monthly meetings to review financial information prior to the monthly Board Meeting and report to the whole Board.

- Fiscal/Budget
 - Traci Brown reviewed the internal report
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Motion to approve the July 26, 2017 Meeting Minutes. August 25, 2017 meeting was cancelled.

- Motion to approve minutes made by Mike Pechon, Sylvie Tran seconded, all voted in favor. Minutes were approved.

Chair's Report

- MHSD Board Bylaws Approval
 - Motion to approve the updated Bylaws to comply with Act 73 of the 2017 Regular Session was made by Dr. Cathy Lazarus; the motion was seconded by Dr. Sarintha Stricklin. All voted in favor. The amended bylaws were approved.
- Organizational Chart of Services
 - MHSD created an Organizational Chart of Services because based on the request of the Board. Dr. Dunham explained organizational chart, specifically she reviewed the services array chart and how they relate to MHSD. MHSD will continue to improve this chart to suit the needs of the board. Charlotte Parent requested to add a column showing the primary funding source for each service. Gary Mendoza requested a chart of who provides the services and the total funds provided. The board voted unanimously for the report to be updated quarterly.

Executive Director's Report (cont.)

- Quality Contract Data Analysis
 - Dr. Dunham highlighted a few items within the different QDM reports. Dr. Dunham and Dr. Williams explained how MHSD are fixing some of the inefficiencies in the call center. MHSD is establishing baseline data now.
- Ends Focus: Grants and Contracts
 - Gary wants to wait on voting on the ends policy.
 - Steven Farber explained the legal ramification for suspending the ends policy. The Board creates its own ends policies and can revamp or discard any policy that it feels is not a valuable tool for gathering the information needed to govern. The board is not comfortable with the terms of the contract-monitoring tool currently in place. They will revamp the ends policies and the monitoring tool upon consultation with an instructor trained in the Carver Model of Governance. Mike Pechon asked if the Board could just skip this item for now. Gary Mendoza said we could defer the ends approval to another meeting. For now, we will keep doing what we are doing. Motion was made by Gary Mendoza to suspend the current Ends and Monitoring tools until they can be reviewed and amended by the Board. Seconded by Sylvie Tran. All voted in favor.
Dr. Dunham explained what MHSD has done internally to improve the contract-monitoring component of the contracts.
- Monitoring: Emergency Executive Director Succession
 - Motion to approve the Emergency Succession plan by Dr. Sarintha Stricklin; seconded by Sylvie Tran; all in favor; motion passed.
- Plaquemines' Cares Celebrity Waiter Fund Raiser
 - Julie Olsen from Plaquemines Care explained the Celebrity Waiter Fund Raiser. The Board agreed to have a table, David Timoll from MHAD will be their waiter.

Parish Updates

- No Parish updates.

Other Business

- No other business

Public Comments

- No public comments

Adjournment

- The meeting adjourned at 2:19pm.