



**Metropolitan Human Services District
Board of Directors Meeting
March 25, 2020 | 1:30pm**

Conference Call information/ WebEx Meeting:

<https://mhsdla.webex.com/mhsdla/j.php?MTID=md8c8b847aef29f6a98aefd2f4f8f9cef>
(408) 418-9388 | Meeting number (access code): 187 725 3971 | Meeting password: 2021

MHSD fulfills its statutory role as the planning body for the behavioral health, addiction and intellectual/developmental disability services for the residents of Orleans, Plaquemines and St. Bernard Parishes by ensuring that eligible residents in these parishes have access to person centered and recovery focused supports designed to optimize their role in the community.

Minutes

- I. Call to Order
 - A. Meeting was called to order 1:42 p.m. by Chair Gary Mendoza through the Conference call and it was determined that a Quorum was present.
 - B. Mr. Mendoza requested for the new Board members to introduce themselves and then allowed for everyone in attendance to do the same.

- II. Introduction and Oath of New Appointed Board Members

Chairman of the Board Gary Mendoza introduced the following appointed Board Members and had Steven J. Farber, JD swear him in.

 - Dr. Marcus A. Bachhuber

- III. Attendance
 - A. A quorum was present consisting of Gary Mendoza, Michael Pechon, Dr. Cathy Lazarus, Leslie Prest, Dr. Sarintha Stricklin, Mike Miller, Tenisha T. Stevens, Dr. Brian L. Turner and B. Gerard Woodrich and Dr. Marcus A. Bachhuber
 - B. Absent from the meeting were Ms. Charlotte Parent, Stanley Simeon and Dr. Ariel Lloyd
 - C. Other individuals in attendance were Rochelle Head-Dunham, MD, DFAPA, FASAM, MHSD Executive Director/Medical Director; Traci Brown, MHSD CFO; Sharon Barnett-Starks, MSW, MHSD Deputy Director of Programs; Steven Farber, MHSD Deputy Director; Karen Canales, Executive Staff Officer to MHSD Executive Director/Medical Director and Julie Olsen, Plaquemines Community CARE Centers Foundation, Inc.

IV. Approval of the February 26, 2021 Minutes

- A. Minutes were reviewed and approved by motion of Ms. Prest, seconded by Dr. Lazarus, all voted in favor.

V. Monitoring Reports

Dr. Dunham welcomed new appointee Board Director - Dr. Marcus A. Bachhuber to the MHSD Board. The following monitoring reports were discussed and reviewed during the meeting:

A. Monthly Dashboard

Dr. Dunham reviewed the dashboard, telehealth, and utilization reports for the month of March and the past two Fiscal years to compare service utilization services at MHSD. Dr. Dunham fielded questions from Board members including the need to decrease the preferred audio modality of 53.3% reviewed in the telehealth report. She provided the board with a plan geared to return to the standard of care—having virtual eyes on the person served via telehealth or in person. The providers miss the sensory perception, but they will continue to maintain social distance. The goal is virtual eyes or in person over the next 3 months

B. Fiscal Report

1. Chair Gary Mendoza informed the new members that there's a Fiscal Committee that meets monthly and all Board members are welcome to join. The meetings occur 30 minutes prior to the regular meeting and go over the budget analysis. Anyone interested should contact him or Dr. Dunham to join.
2. Mr. Mendoza reviewed the Analysis for FY 21 as of February 28, 2021. CFO Traci Brown introduced herself to the new Board member there were no questions about the Fiscal Report.

C. March Reports

2nd Quarter Media Report - Dr. Dunham reviewed the report with the board and addressed what the media buy looks for the agency. The categories within the report is what MHSD engages the most in. She expressed the huge responsibility of making sure persons served -- indigent, underinsured and insured by Medicaid -- know of the services that we offer. It has been desired to aggressively advertise via the number of ads and TV appearances.

ED Chair Report - The report was reviewed by the Board and it documents the access into the share drive for the last year. This report was set up due so that the Chair would have supporting documentation of the members reviewing the reports prior to the meeting. This report will be discontinued as most of the Board members are accessing the reports prior to the meeting.

Mr. Mendoza requested a motion to accept all reports. Dr. Turner made a motion and it was seconded by Mr. Pechon, all voted in favor.

D. Other Agency notifications:

1. COVID-19 vaccinations at MHSD - Dr. Dunham provided an update:

- MHSD continues to offer a vaccination clinic to make sure that the staff has access to vaccination, and we prioritize our patients. We had a lot of losses with our IDD persons served.
- The flow at the clinic has been low and we have prioritized the geriatric vaccinations. The highest issue has been the staff needed to increase the limiting factor. Assistance through a contract pharmacist is currently being explored.
- MHSD continues to provide information for staff and persons served so that they receive enough information to make an informed decision.

2. Supervision Training for MHSD Leadership Team

- MHSD is engaging in supervisory training for all staff conducted over sessions from April -June and will use it as a measure of performance.
- Dr. Dunham has secured the assistance of Professional coaches that will provide technical advisors to improve performance
- Director of Quality Dr. Kashunda Williams and Dr. Dunham as Medical Director will be overseeing the training and they expect this supervisory training will enhance the agency's ability to provide better services.

3. Board of Ethics Disclosure Form:

- May 15, 2021 is the deadline for all MHSD Board members to submit a financial disclosure the year (2020) and 1 year after they leave the board (2021)

VI. Decision Information

No decision information was presented for review.

VII. Consent Agenda.

No consent agenda items were presented

VIII. Self-evaluation: Board Performance Review

IX. Adjourn

A motion to adjourn the meeting was made at 2:22 PM by Ms. Ms. Parent, seconded by Mr. Prest; all in favor, motion passed.