

**Coordinated System of Care
Statewide Governance Board Meeting
August 19, 2011
Iberville Building, Room 1-127, 627 N. Fourth St., Baton Rouge, LA 70802**

Minutes

The meeting was called to order by Ruth Johnson

Roll Call was conducted:

Board members present:

Ruth Johnson
Kathy Kliebert
Mark Thomas
Peggy Kirby
Sherri Houin
Mary Livers

Board members absent:

Donna Nola-Ganey
Kent Batiste
Kristy Nichols

Approval of Minutes- Kathy Kliebert moved that the minutes from the previous meeting be approved. Peggy Kirby seconded the motion. A vote was taken with Ruth Johnson, Mary Livers, Kathy Kliebert, Peggy Kirby, Mark Thomas and Sherri Houin voting “yes.” There were no votes in opposition and the motion passed unanimously.

Status Report on Authorities- Kathy Kliebert reported there was no update on the authorities.

Status report on SMO RFP- Kathy Kliebert reported that there were four applicants for the SMO.

Phase I Implementation -Kathy Kliebert provide a written report by Jody Levison-Johnson that contained the progress with Phase 1 implementation.

Standing and Special Work group reports and recommendations:

Finance and Audit Committee- Ruth Johnson gave a verbal update that all the comments to the draft MOU were consolidated and were being circulated for final review.

Quality Assurance: Karen Stubbs gave a verbal update that Tavia Crumpler will be DOE’s representative on the Committee. Ruth Johnson stated that Kaaren Hebert will be DCFS’s representative on the committee. Discussion was held on the need for an involved parent to serve on the committee and Sherri Rich agreed to fill that role. Kathy Kliebert said she would provide a DHH representative for the committee. Karen stated that the committee plans to meet at least once a month for the first few months.

Operations Committee- Kathy Kliebert provide a written report by Jody Levison-Johnson that contained a report on the operations committee.

Training Workgroup Next Steps – Kathy Kliebert provide a written report by Jody Levison-Johnson that contained training workgroup information.

FSO Workgroup – Mark Thomas made a motion that as funds are available, in addition to reimbursement for travel expenses, stipends may be provided to family representatives on the State Governance Board, the State Coordinating Council and related committees as a means to recognize the significance of their specialized knowledge and experiences in accordance with the following:

1. an established rate of \$10 per hour in a state meeting and
2. one-half the established rate (\$5) for each hour of travel

Mary Livers seconded the motion. A vote was taken with Ruth Johnson, Mary Livers, Kathy Kliebert and Mark Thomas voting “yes.” Peggy Kirby and Sherri Houin abstained from voting. There were no votes in opposition and the motion passed unanimously.

New Business

OJJDP Award – Requesting letters of recommendation from board and individual for candidates. The candidates are Sharon Duferne and Karen Stubbs. Ruth assured that a letter will go out. Board will sign the Northeast LA Children Collation Origination Award. Peggy Kirby made a motion that the Governance Board submit letters of support for the nominations of Sharon Dufrene for OJJDP Spirit Award and the Northeast Children’s Coalition for the OJJDP Organization award. Kathy Kliebert seconded the motion. A vote was taken with Ruth Johnson, Mary Livers, Sherri Houin, Peggy Kirby, Mark Thomas and Sherri Houin voting “yes.” There were no votes in opposition.

Unfinished Business

Kath Kliebert reported that she talked again with DHH Legal Staff again regarding their legal opinion and DHH’s decision not to include non-state employees on the SMO review committee. DHH attorneys agreed to do some additional research but their initial opinion was based on advice given to them from both the Attorney General’s Office and the Division of Administration. After making some additional contacts, their opinion remains the same. They strongly advised against using a non-state employee as both the Attorney General’s office and Division of Administration have advised that they believe so doing may alter the integrity of the process and unnecessarily subject us to protests. Their rationale is based on the fact that it is a state contract and having non–state employees involved in the process will not allow the authority needed to assure the following necessary safeguards:

1. Adherence to confidentiality
2. Disclosure of conflicts of interest
3. Availability of parties for meetings, protests , court hearings, etc.

These safeguards are not guaranteed but are more easily assured when the state is the employer and can impose mandates on the employees. Based on this opinion, DHH is not willing to risk the potential of a protest being supported by DOA or the courts as well as the potential for DOA to question the contract based on our not following their advice. If a protest is upheld or a contract not awarded, we would have to start the RFP process over and encounter several month delays in the implementation. Kathy reiterated that this decision was not taken lightly and in no way does it indicate that the process is not family and youth driven. Stakeholder involvement at every level has guaranteed the family and youth driven values are included in the SMO and will be utilized in the selection process.

Public Records -At the request of the Governance Board, the CSoC Director followed up with DHH Legal regarding whether the leveraging documents prepared by Mercer were considered to be public documents. DHH has rendered that the information contained within the documents specific to DHH is a matter of public record. As there are other agencies' sources and funding contained within the documents, DHH Legal recommends that each of the other agencies weigh in on whether they believe their information is public or not.

CSoC workplan - Kathy Kliebert submitted the revised CSoC workplan on behalf of Jody Levison-Johnson.

SCR 44 – Mary Livers gave a verbal update that Karen Halstrom will serve as Chair, and Karen Stubbs will serve as Vice Chair of the taskforce. Jody Levison Johnson will represent CSoC and DHH will name someone else to represent that department. The first meeting will be held on September 13, 2011.

Action Items

DHH Recommendation for Start Up Dollars – Kathy Kliebert made the following motion:

In order to ensure effective start-up and implementation for our Phase I regions, money to support an initial complement of staff for one month had previously been identified. In addition, it is the commitment of DHH to extend that with one additional month thereby allowing all WAAs and FSOs to hire their initial teams effective January 1, 2012.

Prior to that date, several key activities will be underway including:

- (1) Determining processes for eligibility and enrollment (in partnership with the SMO);
- (2) Identifying professionals to conduct the independent evaluations required for enrollment into the Waiver(in partnership with the SMO);
- (3) Determining Waiver eligibility for the initial cohort of CSoC enrollees (in partnership with the SMO and DHH);
- (4) Establishing regionally based infrastructure including office space, IT, etc.;

- (5) Attending the Implementation Institute;
- (6) Participating in ongoing regional calls /visits with CSOC Liaisons, any regional forums and learning communities; and
- (7) Engaging in recruitment and hiring activities to ensure a core team ready for work on 1/1/12.

Given these parameters, **it is requested that the Governance Board authorize a total of \$451,740 to be distributed equally amongst the five regions for start-up** to support the following:

Wraparound Agency (WAA) Start-Up - \$264,870

These dollars will be used to allow each WAA in the five selected regions to employ a full-time Executive Director/Program Director and a full-time Clinical Director beginning October 1, 2011. Salaries were based off the models prepared by Mercer.

Family Support Organization (FSO) Start-Up - \$186,870

These dollars will be used to allow each FSO in the five selected regions to employ a full-time Executive Director/Program Director and a full-time Certified Peer Support Supervisor beginning October 1, 2011. Salaries were based off the models prepared by Mercer.

Peggy Kirby seconded the motion. A vote was taken with Ruth Johnson, Mary Livers, Sherri Houin, Peggy Kirby, Mark Thomas and Sherri Houin voting “yes.” There were no votes in opposition.

Other- A thank you card from Sharon Dufrene for a plant in remembrance of her husband was read by Ruth Johnson.

Ruth Johnson updated Board Potion on the impact federal debt and she will be checking on the impact it may on have DCFS Funds and CSOC Implementation.

Adjourn- Ruth Johnson moved that the meeting be adjourned. Peggy Kirk seconded.