

**PLAQUEMINES MEDICAL CENTER
REGULAR BOARD MEETING
November 9, 2017**

Item I. & II. Call to Order & Roll Call:

Call To Order And Roll Call - A Regular meeting of the Board of Commissioners of Plaquemines Medical Center (Hospital Service District No. 1 of the Parish of Plaquemines, State of Louisiana) was called to order by Chairman, Dale Adams at 7:12 p.m. on September 28, 2017, at the Plaquemines Medical Center, 27136 Hwy 23, Port Sulphur, LA. Paula Wilson conducted the customary roll call of the Board Members, as well as recorded and documented the minutes. The results were as follows:

Virgie Encalade:	<u>Absent</u>	Stanley Gaudet:	<u>Present</u>
Brandon Taylor:	<u>Absent</u>	Norma Lafrance:	<u>Present</u>
Brigette Belair:	<u>Present</u>	Daniel Trosclair:	<u>Present</u>
Mena Marinovich:	<u>Present</u>	Bonnie Thomas:	<u>Present</u>
Dale Adams:	<u>Present</u>		

Also in attendance were: Leslie Prest, Plaquemines Medical Center, Paula Wilson, Plaquemines Medical Center, Nikita Moses, Plaquemines Medical Center, Monica Martin, Plaquemines Medical Center and Dominick Scandurro, Scandurro & Laryisson, LLC.

III. Review and Approval of Current Agenda: (Adams)

Motioned by Ms. Marinovich, seconded by Mr. Trosclair to approve the current agenda.

Public Comments:
None

Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present Not Voting

IV. Approval of September 7, 2017 special board meeting minutes. (Adams)

Motioned by Ms. Belair, seconded by Ms. LaFrance to approve the September 7, 2017 minutes.

Public Comments:
None

Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present Not Voting.

Approval of September 28, 2017 regular board meeting minutes. (Adams)

Motioned by Ms. Belair, seconded by Mr. Trosclair to approve the September 28, 2017 minutes.

Public Comments:
None

Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present Not Voting.

Approval of October 5, 2017 special board meeting minutes. (Adams)

Motioned by Ms. LaFrance, seconded by Ms. Belair to approve the October 5, 2017 minutes.

Public Comments:
None

Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present Not Voting.

V. September 2017 Financials: (Moses)

Motioned by Ms. Marinovich, seconded by Mr. Trosclair to approve the September 2017 Financial Reports.

Public Comments:
None

Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present Not Voting.

October 2017 Financials: (Moses)

Motioned by Ms. Marinovich, seconded by Mr. Trosclair to approve the October 2017 Financial Reports.

Public Comments:
None

Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present Not Voting.

VI. Medical Director: (Cartagena)

According to Dr. Maria Cartagena, the Integra machine needs to be replaced. She will have numbers and data at the next board meeting to show how much money the clinic can save by replacing the Integra.

Public Comments:

None

VII. New Business: (Adams)

A. Update on Accreditation:

Ms. Monica Martin gave an update on our progress towards urgent care accreditation. We should be ready by April 2018.

B. Cancellation of the Stericycle Contract:

According to Ms. Prest, we have cancelled the Stericycle Contract. The last pick up will be December 14, 2017. We are now under contract with Medical Waste Disposal. We were unable to cancel the pharmaceutical portion of our contract with Stericycle until 2018.

C. Star to Star Communications:

Motioned by Ms. Marinovich, seconded by Ms. LaFrance to allow Ms. Prest to sign a new contract with Star to Star Communications for our phone lines.

Public Comments:
None

Motion passed: 6 Yeas, 0 Nays, 2 Absents, 1 Present Not Voting

D. Update on Holidays:

Ms. Prest informed the board that the employees have inquired about adding the day after Thanksgiving and Christmas Eve as a holiday. The board did not agree.

E. Orange Festival:

The mobile medical unit will be at the Orange Festival for marketing purposes and some of our employees will be participating in the walk.

F. Bollards:

According to Donald Brown, someone hit another one of the cement bollards in the front of the building. These bollards cost approximately \$7,000 to replace; therefore, the board suggested to leave the final two bollards and asked Mr. Don Brown to get quotes on getting in ground lights installed.

VIII. Old Business: (Adams)

A. Update on Hurricane Preparedness:

Everything went well during the evacuation. According to Dr. Cartagena, the doctor and nurses suggested that for future evacuations, we may be able to do more for patients if we would have medicines on board, such as insulin and high blood pressure meds to treat patients.

B. Changes to Overtime Provisions:

According to Ms. Prest, there were a few issues with the current policy and therefore needed to make a few changes to the policy. Instead of stating that the employees will report to work on the next business day, it was changed to, "once the evacuation is lifted, employees will contact his/her manager to find out when he/she is to report to work." The other change was that the administrator will determine when disaster compensation will end.

C. Update on Landscaping Lights:

Mr. Brown informed the board that the landscaping lights have been installed.

D. Reimbursement rates for Board Members:

Mr. Dominick Scandurro researched the reimbursement rates from area hospitals/clinics and also researched the statutory limits and found that \$40 is the limit on the reimbursement rate.

IX. Executive Session: (Adams)

Motioned by Ms. Marinovich, seconded by Mr. Trosclair to go into Executive Session.

Public Comments:
None

Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present Not Voting

Convened at: _____ 8:13 pm
Re-convened Regular Meeting at: _____ 8:46 pm

Motioned by Ms. Marinovich, seconded by Mr. Gaudet to re-convene the regular meeting following Executive Session. Note: Ms. LaFrance excused herself during Executive Session.

Public Comments:
None

Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present Not Voting

No Decisions Made or Votes Taken.

Motioned by Mr. Gaudet, seconded by Ms. Marinovich to give Ms. Leslie Prest the authority to assign Ms. Nikita Moses with additional administrative responsibilities with additional compensation to reflect those additional duties.

Public Comments:
None

Motion passed: 5 Yeas, 0 Nays, 2 Absent, 1, Abstain, 1 Present Not Voting

X. Adjournment: (Adams)

Motioned by Mr. Gaudet, seconded by Ms. Marinovich to adjourn the meeting at 8:47 p.m.

Public Comments:
None

Motion passed: 6 Yeas, 0 Nays, 2 Absents, 1 Present Not Voting

Attestation

The above and foregoing is an accurate summary of the actions taken by The members of the Board of Commissioners of Plaquemines Medical Center, Hospital Service District No. 1 of the Parish of Plaquemines, State of Louisiana, at its Regular Meeting on November 9, 2017.

Dale Adams
Chairman of the Board

Mena Marinovich
Secretary/Treasurer