

FINAL: APPROVED

PLAQUEMINES MEDICAL CENTER REGULAR BOARD MEETING December 14, 2023

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 (Plaquemines Parish Hospital Service District Number One d/b/a Plaquemines Medical Center) was called to order by Chairman Dale Adams at 6:01 pm on December 14, 2023, at Plaquemines Medical Center, 27136 Hwy 23, Port Sulphur, LA. Tyler Overton conducted the customary roll call of the Board Members and recorded and documented the minutes. The results were as follows:

Rechelle Ragas:	<u>Absent</u>	Stanley Gaudet:	<u>Present</u>
Dorothy Lundin:	<u>Present</u>	Norma LaFrance:	<u>Present</u>
Brigette Belair:	<u>Present</u>	Jane Tesvich:	<u>Present</u>
Mena Marinovich:	<u>Present</u>	Bonnie Thomas:	<u>Present</u>
Dale Adams:	<u>Present</u>		

A quorum was declared present.

Also in attendance were: Leslie Prest, Plaquemines Medical Center (via Zoom); Tyler Overton, Plaquemines Medical Center; Monica Martin, Plaquemines Medical Center; Dr. William Kotler (6:23 PM), Plaquemines Medical Center; Dr. Mohammed Naeem, Plaquemines Medical Center; LaTonya Hymes-Sam, Plaquemines Medical Center; Jennifer Harris, Plaquemines Primary Care; Jay Lobrano, Carver Darden Koretzky Tessier Finn Blossman & Areaux LLC; Lon Vo, Lon Vu, Elite Pelican Clinics and RemoteMD; Matthew Zuvich, USI One Advantage.

Item III. Pledge of Allegiance: (Marinovich)

Item IV. Review and Approval of Current Agenda: (Adams)

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

Public Comments: None

Motion passed: 7 Yeas, 0 Nays, 1 Absent, 1 Present not voting.

Item V. Approval of November 2023 Regular Meeting Minutes. (Adams)

Motioned by Ms. Marinovich, seconded by Ms. Belair, to approve the November 2023 Regular Meeting Minutes.

Public Comments: None

Motion passed: 7 Yeas, 0 Nays, 1 Absent, 1 Present not voting.

Item VI. Financials: (Colleen Fisher)

A. & B. Review and Approval of November Financial Reports

Ms. Fisher sent the financial reports for November 2023 to the Board in advance for their review and approval. The balance sheet provided an overview of various accounts, detailing the total assets and liabilities. In the meeting, Ms. Fisher reviewed the Profit & Loss Budget vs. Actual year-to-date comparison, the November 2023 Income Graph, the Expense Graph, Billing Statistics, and the November 2023 Payer Mix. She concluded the financial discussion by examining the specifics of the November 2023 Visit Summary and presenting a detailed breakdown of the daily patient flow for each provider/service, referencing data from the November 2023 Encounter Dashboard.

Motioned by Ms. Marinovich, seconded by Mr. Gaudet, to approve the November 2023 Financial Report.

Public Comments: None

C. Review & Approval of 2024 Budget

Ms. Fisher presented the Profit and Loss budget overview for January through December 2024, emphasizing it is on an accrual basis. She detailed accounts such as capital assets depreciation, bad debt expenses for Ad Valorum millage, and other expenses like Ad Valorum pension deductions.

Discussions included FEMA reimbursement for COVID-19, and creating an additional entity for Belle Chasse.

Motioned by Ms. Marinovich, seconded by Ms. Lundin, to approve the 2024 Financial Budget Public Comments: None

Public Comments: None

Motion passed: 7 Yeas, 0 Nays, 1 Absent, 1 Present not voting.

**Item VII. Medical Director/ Assistant Medical Director/Clinical Coordinator:
(Dr. Michael Kotler/Dr. Mohammed Naeem/Monica Martin)**

Dr. Naeem expressed the need for additional physician coverage at PMC as the patient count occasionally exceeds 40 per day, ensuring continuous high-quality care. Ms. Martin shared insights into addressing this challenge, including scheduling additional nursing support. She discussed the rise in patient acuity and the successful management of diverse medical cases.

The team at PMC actively refers patients to PPC, demonstrating proactive healthcare management. Ms. Martin provided testing updates, reporting 387 COVID tests with 37 positives, 385 influenza tests with 96 positives, 135 strep tests with 27 positives, and two positive RSV cases.

Despite these challenges, Dr. Naeem and Ms. Martin emphasized the importance of preventive measures like flu vaccines and hygiene practices. They stressed PMC's commitment to providing quality healthcare and positively impacting the community as the patient count grows to an average of 60-70 per day. The board had no questions at this time.

Public Comments: None

Item VIII. New Business: (Dale Adams)

A. Compliance Manager

In a staffing update, Ms. Prest shared the successful recruitment of Trechel Ronquille. Ms. Prest expressed enthusiasm for the collaboration, emphasizing Trechel's extensive experience.

Ms. Martin also provided insights into the ongoing recruitment efforts for nurses on a full-time and PRN (as-needed) basis. This effort is part of the preparations for the upcoming transition to Belle Chasse. The board was pleased with adding staff and had no comments or questions.

Public Comments: None

B. Cybersecurity

Ms. Prest provided an update on cybersecurity, mentioning that Burton Maben had emailed Anthony Catalano regarding necessary edits in his report for a proper comparison. As Mr. Catalano's response was awaited, the presentation on cybersecurity would be deferred to January.

Regarding the Quest Draw Station, Ms. Prest detailed the arrangement where Quest collaborates with PMC to handle patient draws. Discussions were underway for Quest to utilize space at PMC, streamlining patient sign-ins and drawing procedures. This collaboration aimed to enhance services, with PMC stepping in on Saturdays for additional draws. The board discussed extending these services to the Belle Chasse location as well.

Public Comments: None

IX. Old Business (Dale Adams)

A. Update on Belle Chasse Facility

In a recent update on the Belle Chasse facility, Ms. Prest shared developments on various aspects. The bid for much-needed computers has been released, attracting considerable interest, with bids set to open next week. Regarding the AC units, Ms. Prest explained that they are running behind schedule. Suppliers are exploring the possibility of temporary units to regulate temperature and humidity, facilitating the floor installation. Energy professionals have already placed poles for permanent power.

However, coordination with the post office and power company is required. They plan to implement permanent power in January.

Public Comments: None

B. Landscaping Update

Ms. Prest outlined proposed costs, emphasizing a focus on cost reductions. The revised plan centers on the front area, omitting unnecessary elements and addressing immediate needs like plant replacement without significant excavations.

Discussions also touched on maintenance considering hiring additional personnel. However, a separate proposal for landscaping maintenance was mentioned. The board debated the feasibility of hiring in-house versus outsourcing the maintenance work.

A suggestion was made to postpone further landscaping decisions until the urgent care facility in Belle Chasse is operational. This would allow for a better assessment of priorities and budget allocations.

Public Comments: None

C. Rural Emergency Hospital Update

Ms. Prest provided an update on the Rural Emergency Hospital involving Samantha Bopp, an assistant to Senator Cassidy, who visited the facility. She expressed her willingness to assist in finding the license number from when it was Plaquemines Parish General Hospital. Communication with LDH is ongoing, and Mr. Lobrano and Ms. Prest are working on a resolution to present to Senator Cassidy.

Public Comments: None

D. Elite Staffing Contract

Dr. Kotler addressed the pressing need for emergency medicine physicians, citing a substantial surge in patient numbers, particularly during December. The proposal seeks an increase in pay to attract qualified professionals, specifically board-certified ER physicians or those with over five years of relevant experience. The discussion delved into the potential positive impact on patient care, considerations related to OSHA

recordables, and the challenges of recruiting physicians willing to work in rural areas. The board deferred the decision on the proposed pay increase for further research, with plans to revisit and potentially vote on the matter in January.

Public Comments: None

E. Amend Bylaws

Mr. Lobrano presented a resolution to amend PMC's bylaws, focusing on two key aspects. First, to align the state law regarding board members with disabilities. The updated bylaws now permit attendance via electronic means for those with recognized disabilities under the Americans with Disabilities Act, fostering inclusivity and accessibility.

The second amendment addressed a title change for Ms. Prest, transitioning her role from Administrator to Chief Executive Officer of PMC. This resolution formally acknowledges Ms. Prest's evolving responsibilities and leadership role.

Motioned by Ms. Gaudet, seconded by Ms. Marinovich, to Amend Bylaws to include accommodating board members with disabilities and Ms. Prest title change.

Public Comments: None

Motion passed: 7 Yeas, 0 Nays, 1 Absent, 1 Present not voting.

Item X. Adjournment: (Adams)

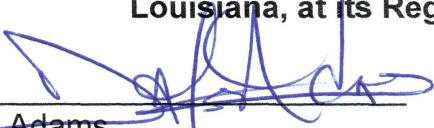
Motioned by Ms. Marinovich, seconded by Mr. Gaudet, to adjourn the meeting at 7:06 PM.

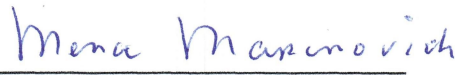
Public Comments: None

Motion passed: 7 Yeas, 0 Nays, 1 Absent, 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 Parish Hospital Service District Number One d/b/a Plaquemines Medical Center, State of Louisiana, at its Regular Meeting on December 14, 2023.


Dale Adams
Chairman of the Board


Mena Marinovich
Secretary/Treasurer