

FINAL

**PLAQUEMINES PRIMARY CARE, INC.
REGULAR BOARD MEETING
April 25, 2019**

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

Call to Order and Roll Call – A regular meeting of the Board of Directors of Plaquemines Primary Care, Inc. (Plaquemines Parish Hospital Service District Number One d/b/a Plaquemines Medical Center) was called to order by Chairwoman, Brigitte Belair at 6:06 p.m. on April 25, 2019 at the Plaquemines Medical Center, 27136 Hwy 23, Port Sulphur, LA. Hannah Williams conducted the customary roll call of the Board Members, as well as recorded and documented the minutes. The results were as follows:

Ms. McBride: Present
Ms. Belair: Present
Ms. Michel: Present
Mrs. Everage: Present
Mr. Gaudet: Present
Mr. Greco: Present

Ms. Serpas: Absent
Mr. Espadron: Present
Ms. Baham: Absent
Ms. Ly: Present
Mrs. Parker: Present

Also in attendance were: Leslie Prest, Hannah Williams, Shelly Williams, Colleen Fisher, Dr. Michael Kotler, Plaquemines Medical Center; Jennifer Harris, Plaquemines Primary Care; Anastasia Barthelemy Brown, Barthelemy's Optical, LLC; Dominick Scandurro, Scandurro & Layrisson, LLC.

Item III. Recitation of the Pledge of Allegiance (McBride)

Public Comments:
None

Item IV. Review and Approval of Current Agenda (Belair)

Motioned by Mr. Gaudet, seconded by Mr. Espadron to approve the current agenda for Plaquemines Primary Care.

Public Comments:
None

Motion passed: 8 Yeas, 0 Nays, 2 Absent, 1 Present Not Voting.

Item V. Approval of March 2019 Meeting Minutes. (Belair)

Motioned by Mr. Espadron, seconded by Mrs. Everage to approve the March 2019 minutes.

Public Comments:

None

Motion passed: 8 Yeas, 0 Nays, 2 Absent, 1 Present Not Voting.

Item VI. Financials: (Fisher)

A. March 2019 Financials

Ms. Fisher reported PPC March financials to the board. There were no questions.

Motioned by Mr. Gaudet, seconded by Mr. Espadron to approve the March 2019 Financial Reports.

Public Comments:

None

Motion passed: 8 Yeas, 0 Nays, 2 Absent, 1 Present Not Voting.

Mr. Gaudet wanted to know when would be able to get some statistics for expenses/billing /income now that we are running PPC ourselves. Mrs. Prest stated Primary Care will go live with Athena (electronic medical record) on April 29, 2019 and will be able to begin Primary Care billing process once we become credentialed with each insurance carrier. This should take approximately 1-2 months. Mrs. Prest also added that we received the last rent check from West Jefferson on April 24, 2019.

Item VII. Medical Director:

Dr. Kotler will meet with a physician from Phoenix, Arizona next Tuesday, May 01, 2019 at Plaquemines Medical Center for Plaquemines Primary Care. Mr. Scanduro made a suggestion to have the executive committee, once appointed today, attend the interview with the prospective physician on May 1st. Dr. Kotler made the board aware of the huge physician shortage. At the present time, there is over 150 vacant positions for primary care physicians in the metropolitan area alone.

Public Comments:

None

Item VIII. New Business: (Belair)

A. Medicaid Application (Jennifer Harris)

Because we are a nonprofit, Medicaid requires us to do a nondisclosure of ownership form on the application. This requires each board member to fill out a form for the application. This form assures Medicaid that we are not billing for the same services at multiple locations.

B. Administrative Fees

The board discussed fees for writing bad checks, no-shows, and obtaining copies of medical records.

Motioned by Mrs. Belair, seconded by Mr. Gaudet to charge a \$30 NSF fee.

Public Comments:

None

Motion passed: 8 Yeas, 0 Nays, 2 absent, 1 present not voting.

C. Collection Agency

The board discussed the option to send patients to a collection agency when they do not pay their bill.

Motioned by Mr. Espadron and seconded by Mrs. Everage to allow Jennifer Harris permission to enter into negotiations with TSI, contingent on the fact that they do not charge any upfront fees and only get paid once we get paid.

Public Comments:

None

Motion passes: 8 Yeas, 0 Nays, 2 absent, 1 present not voting.

D. Appointment of committees by Chairman

Mrs. Belair announced the following committees:

1. Executive committee will include Mrs. Belair, Mr. Espadron, Mrs. Mc Bride, and Mrs. Michel.
2. Finance Committee will include Mrs. Michel (Chairman of the Committee), Mr. Greco, Mr. Gaudet, and Ms. Ly.
3. Nominating Committee will include Mrs. Parker (Chairman of the Committee), Mrs. Everage, Mrs. Baham, and Mrs. Serpas.

E. Questions in reference to Operations

Mr. Espadron questioned the amount of patients seen in primary care since we started on April 1st. Mrs. Harris informed the board that they have seen 157 patients and this does include the patients seen by Dr. Wells. Questions about marketing efforts were brought up. The board wants to actively engage the public and make them aware that we are open and accepting

patients. The board had questions about the physician's malpractice insurance that we are seeking to hire. No decisions were made on that at this time. The board also discussed the average salary for primary care physicians at this time and number of days a week the physician would work. The board discussed LSU mental health services that are being provided at Plaquemines Medical Center.

Motioned by Mr. Espadron and seconded by Mrs. Everage to move the next month's PPC meeting to 5/23/19 at 6:00PM.

Public Comments:
None

Motion passes: 8 Yeas, 0 Nays, 2 absent, 1 present not voting.

Item IX. OLD BUSINESS: (Belair)

A. Filing of FQHC Grant

The FQHC grant was filed on 4/9/19. We will find out in September if we receive FQHC grant. Mrs. Prest also informed the board that we will file for and NHSC (National Health Service Corps) site. This would allow for some student loan repayment options. The board was also presented with a sliding fee scale. This would allow us to see patients that are uninsured and base the fee off of their income. The sliding fee scale is necessary for the FQHC and also the NHSC site.

Public Comments:
None

Item X. ADJOURNMENT: (Belair)

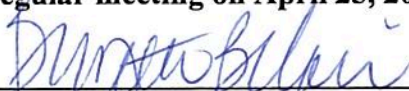
Motioned by Mr. Espadron, seconded by Mr. Gaudet to adjourn the meeting at 7:23PM.

Public Comments:
None

Motion Passes: 8 Yeas, 0 Nays, 2 absent, 1 present not voting.

Attestation

The above and forgoing is an accurate summary of the actions taken by the members of the Board of Directors of Plaquemines Primary Care, Inc., Plaquemines Parish Hospital Service District Number One d/b/a Plaquemines Medical Center, State of Louisiana, at its regular meeting on April 25, 2019.



Brigitte Belair, Chairman



Chetta McBride, Secretary