

# APPROVED

## PLAQUEMINES MEDICAL CENTER REGULAR BOARD MEETING October 28, 2019

### 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 6:50 p.m. on October 28, 2019, at the Plaquemines Medical Center, 27136 Hwy 23, Port Sulphur, LA. Hannaha Williams conducted the customary roll call of the Board Members, as well as recorded and documented the minutes. The results were as follows:

Rechelle Ragas	<u>Absent</u>	Stanley Gaudet:	<u>Present</u>
Erin Braud:	<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>Absent</u>
Dale Adams:	<u>Present</u>		

A quorum was declared present.

Also, in attendance were: Leslie Prest, Plaquemines Medical Center, Hannaha Williams, Plaquemines Medical Center, Colleen Fisher, Plaquemines Medical Center, Jennifer Harris, Plaquemines Primary Care, Monica Martin, Plaquemines Medical Center, Wendy Woods, Elite Healthcare, Chetta McBride, Plaquemines Primary Care, Nancy Michel, Plaquemines Primary Care, Sandra Lode, Sandra Lode Consulting Group, and Annie Adams.

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

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

Public Comments:  
None

**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

### Item IV. Approval of September 2019 Meeting Minutes. (Adams)

**Motioned by Ms. Marinovich, seconded by Ms. LaFrance to approve the September 2019 Minutes.**

Public Comments:  
None



**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

**Item V. Financials: (Fisher)**

**A. September 2019 Financial Report**

Ms. Colleen Fisher presented the September 2019 financials. There were no questions. The board requested a report of expense/income and total net worth of facility for 2014 & 2019 for the January 2020 board meeting.

**Motioned by Ms. Marinovich, seconded by Ms. Braud to approve the September 2019 Financial Reports.**

Public Comments:

None

**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

**Item VI. Medical Director/ Clinical Coordinator: (Dr. Kotler/Monica Martin)**

Ms. Monica Martin discussed our past events and our upcoming events. PMC kicked off its Flu campaign, so she encouraged everyone to get their flu vaccine. We have visited various schools and companies throughout the parish to administer the influenza vaccine. Ms. Martin, Ms. Leslie Prest, and Ms. Vanessa Fisher attended the Run, Hide, and Fight Active Shooter Training at the Jefferson Parish EOC. Ms. Monica has contacted the organization to have them come to PMC. This class was very informative and will help the staff be more prepared and aware if any threatening situations arise. Ms. Martin encouraged the board members to participate. We will determine the date at a later time, and Ms. Martin will notify everyone via email.

Along with the Office of Public Health, we will be doing an Emergency Preparedness training. We hosted the RX Take Back Day on October 26<sup>th</sup>. We will host it again in April 2020. On October 29<sup>th</sup>, we will participate in the South Plaquemines Elementry School (SPES) Trunk or Treat. On October 30<sup>th</sup>, we will attend the Phoenix High School Fall Festival and the SPES Family Read Night. On November 13<sup>th</sup>, PMC, along with The Blood Center will host a community blood drive from 10 AM – 2 PM.

We had success with our monthly educational event on Breast Cancer Awareness earlier this month. On November 14<sup>th</sup>, PMC will host our monthly educational event on Generation RX: Medication Safety presented by NuVision Human Services sponsored by Chevron Oronite. Thanks, Chevron, for helping sustain our Healthier Community Series!

Public Comments:

None



## **Item VII. New Business: (Adams)**

### **A. Telephone System/ Nurse Call System**

Ms. Prest presented to the board information and three quotes she obtained on a new telephone system. The current phone system is with Cisco, and the software isn't up to date, which makes it very hard to make changes. She has been looking into updating the current telephone system and had some companies tour the facility to give quotes. Ms. Prest has been in contact with an Executone representative, whom she met at the MGMA Conference. The board discussed these options and will decide at next month's meeting.

Ms. Prest also obtained some information and quotes on a new nurse call system. We currently have a one-way nurse call system located in all exam rooms. The call buttons buzz the nurse's station, but the nurses are unable to speak to the patient. Ms. Prest has been looking into getting a help pull button in all restrooms, as well.

Public Comments:  
None

### **B. Louisiana State Opioid Response Project**

Ms. Jennifer Harris explained to the PPC board about LaSOR Program. She is currently researching the commitment and the expectations to comply with joining in on the LaSOR Program. The Louisiana State Opioid Response (LaSOR) Program will enhance existing statewide prevention, treatment, and recovery support services for individuals with or at risk for opioid use disorder. Additional details to follow.

Public Comments:  
None

### **C. Recovery Scope Meeting with FEMA and GOSEP**

Ms. Prest updated the board on the recent meeting with FEMA and GOSEP. The meeting was to recoup funds for the services we provided at the shelter during Hurricane Barry. We have ninety days to submit all paperwork to FEMA. Ms. Prest has been working diligently to gather all necessary paperwork to meet the Dec. 9<sup>th</sup> deadline.

Public Comments:  
None



#### **D. Plaquemines Community C.A.R.E. Centers Foundation (PCCCF)**

Ms. Prest met with Ms. Julie Olsen with the PCCCF and will be entering into a lease agreement with them soon. They will be utilizing the office space located on the second floor. Ms. Prest is in the process of having new signage made.

Public Comments:  
None

#### **E. Physical Therapy**

Ms. Prest met with Scott Delahoussaye with Epic Physical Therapy. She is currently in contact with them and working out the details. We will provide physical therapy services here soon.

Public Comments:  
None

#### **Item VIII. Old Business: (Adams)**

##### **A. Primary Care update**

Ms. Prest and Ms. Harris updated the board on Primary care. We currently have a locum provider, Dr. Magonet. Ms. Annette Cotton, our new nurse practitioner, started seeing patients this week. Ms. Jennifer Harris introduced Ms. Sandra Lode at the Plaquemines Primary Care (PPC) board meeting; she is the grant writer. Ms. Lode gave a brief overview and explanation of the Operational Site Visit. As a new grantee recipient of the FQHC grant, an Operational Site Visit team of experts will visit the facility sometime in Jan. 2020. They will review the Operational Site Visit Manual with the PPC staff and providers to help make sure PPC complies with the FQHC guidelines.

Ms. Sandra Lode also discussed with the PPC board a future strategic planning meeting, which is one of the FQHC grant requirements. The focus of the strategic planning meetings will be on long term and short term goals. Ms. Harris provided a copy of the Strategic Plan worksheet to the PPC board members and asked them to complete it by the next board meeting. The sheet will help Ms. Lode assist the PPC board in developing a strategic plan for PPC. Ms. Lode talked about the 340B Program. This program is one of the benefits of becoming an FQHC. The 340B Drug Pricing Program is a program created that requires drug manufacturers to provide outpatient drugs to eligible health care organizations. And covered entities at significantly reduced prices. The program is intended to allow covered entities to stretch scarce federal resources as far as possible, reaching more eligible patients and providing more comprehensive services. Maintaining services and lowering medication costs for patients is consistent with the purpose of the program. Our goal is to implement this program on April 1, 2020.



Ms. Harris provided a copy of the Governance Training handout to the PPC board members. Ms. Lode explained to them that Community Health Centers (CHC) were established by federal legislation in 1966 with a goal to maintain, expand and improve the availability and accessibility of primary and preventive healthcare services and related "enabling" services provided to low-income, medically underserved, and vulnerable populations. PPC is a co-applicant model and has an agreement with PMC (the grantee) that defines each organization's roles and responsibilities. CHC programs have four areas with 19 program requirements that include many elements. In this training, the PPC Board of Directors will focus on some of these requirements. On October 1, 2019, Ms. Harris, Ms. Prest, & Dr. Kotler attended a meeting with LSU Bogalusa Rural Residency Track Program in hopes of obtaining a full-time physician for primary care. The meeting went well. Ms. Harris has been in contact with the director of the Rural Residency Track Program to set-up a tour of the facility.

Public Comments:  
None

**Item IX. Executive Session:**

**A. Strategic Planning**

**Motioned by Ms. Marinovich, seconded by Ms. Belair to go into Executive Session.**

Public Comments:  
None

**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

Convened at: 7:29 pm  
Re-convened Regular Meeting at: 7:59 pm

**Motioned by Ms. Marinovich, seconded by Mr. Gaudet to reconvene the regular meeting following Executive Session.**

Public Comments:  
None

**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

**Item X. Adjournment: (Adams)**

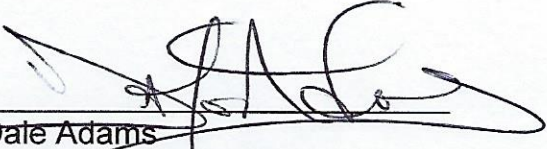
**Motioned by Mr. Gaudet, seconded by Ms. Braud to adjourn the meeting at 8:00 p.m.**

Public Comments:  
None

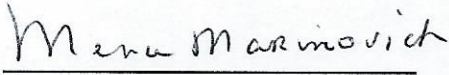
**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

**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 October 28, 2019.**



Dale Adams  
Chairman of the Board



Mena Marinovich  
Secretary/Treasurer