

# Approved

## PLAQUEMINES MEDICAL CENTER REGULAR BOARD MEETING December 9, 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 6:55 p.m. on December 9, 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>Present</u>	Stanley Gaudet:	<u>Present</u>
Erin Braud:	<u>Present</u>	Norma Lafrance:	<u>Absent</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, Hannaha Williams, Plaquemines Medical Center, Colleen Fisher, Plaquemines Medical Center, Jennifer Harris, Plaquemines Primary Care, Monica Martin, Plaquemines Medical Center, Dominick Scandurro, Scandurro & Layrisson Sandra Lode, Sandra Lode Consulting Group, and Rob Vidacovich, Executone.

### 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: 7 Yeas, 0 Nays, 1 Absent, 1 Present not voting.**

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

**Motioned by Ms. Marinovich, seconded by Ms. Belair to approve the October 2019 Minutes.**

Public Comments:  
None

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



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

**A. October 2019 Financial Report**

Ms. Colleen Fisher presented the October 2019 financials. There were no questions.

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

Public Comments:

None

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

**B. November 2019 Financial Report**

Ms. Colleen Fisher presented the November 2019 financials. There were no questions.

**Motioned by Ms. Marinovich, seconded by Ms. Belair to approve the November 2019 Financial Reports.**

Public Comments:

None

**Motion passed: 7 Yeas, 0 Nays, 1 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 attended the Plaquemines Parish Orange Festival and Fair on December 6<sup>th</sup> and 7<sup>th</sup>. Hannaha Williams, our Community Health Worker, reported that we had approximately 60 people visit our informational table. They also provided free blood pressure checks as well as talked to community residents about the services offered.

Our monthly educational event on Generation RX: Medication Safety presented by NuVision Human Services was successful. On December 12<sup>th</sup>, we will host our monthly educational event. Ms. Amy Lesen from the Tulane University and Consortium for Resilient Gulf Communities will present the Results of the 2017 Disaster Resilience and Preparedness Survey in Lower Plaquemines Parish. Ms. Martin encouraged the board members to attend and wear their Ugly Christmas sweater to participate in a contest. Chevron Oronite sponsors us. Thanks, Chevron, for helping sustain our Healthier Community Series! On December 19<sup>th</sup>, 9 am- 12- pm will have free HEP C and HIV testing provided by CrescentCare. On December 21<sup>st</sup>, we will host our 2<sup>nd</sup> annual Breakfast with Santa event. Breakfast with Santa event. We will have photos with



Santa, pancake decorating, fun Christmas activities, and more.

Public Comments:

None

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

**A. PATH**

Ms. Leslie Prest explained The Partnership of Achieving Total Health (PATH). PATH is a 509(a)(3) supporting organization of the statewide nonprofit organization Louisiana Public Health Institute (LPHI). The organization contacted Ms. Prest with an interest in partnering with PPC. With this agreement, PATH will notify PPC on several different things regarding patients such as, when a patient goes into the hospital, is being discharged from the hospital, or has an emergency room visit. Mr. Scandurro and Ms. Prest are reviewing the MOU. It's a \$25,000 one time grant that will be awarded to PPC, which will then be used to pay \$2,500 annually for these services. These services will benefit and assist with continuity of care.

Ms. Prest has contacted University Medical Center (UMC). PMC and PPC will sign a referral agreement with UMC, and UMC will provide various services needed for the FQHC at an agreed-upon discounted rate.

Public Comments:

None

**B. Conflict of Interest Waiver**

Mr. Dominick Scandurro discussed conflict of interest issues with the PPC Board of Directors at last month's meeting. Mr. Scandurro discussed with the PMC board the conflict of interest potential raised by his representation of both PPC and PMC. He explained that although to date, there had been no conflict issues raised, the potential for conflict was a possibility. The question is, do we have to engage another law firm to handle EVERYTHING for PPC now, or could we wait until the issue of a conflict arose? The negative to hiring outside counsel is the cost, as well as the prospect of two sets of attorneys raising potential conflicts to protect themselves when it might not be necessary. He was hopeful that if the interests of both clients are aligned, he would be able to advise both equally. However, for him to do this, both clients would need to sign off on a CONFLICTS WAIVER LETTER. If anyone on either board or staff raises the question of a conflict, he would have to discontinue the representation of both entities if there is a legitimate basis for the complaint. We would be required to hire separate counsel for PPC. It is also possible that he will be required to raise the issue on his initiative. He said he would look into this further and report at the next board meeting. It should be noted that our consultant emphasized that none of her other FQHC entities had two sets of lawyers. Mr. Scandurro provided a copy of the Conflicts Waiver Letter to each member to be signed.



**Motioned by Mr. Gaudet, seconded by Ms. Belair to sign off on the Conflict Waiver between Mr. Dominick Scandurro, Scandurro & Layrisson, Plaquemines Primary Care, Inc., and the Plaquemines Parish Hospital Service District Number One d/b/a Plaquemines Medical Center and continue to use Mr. Dominick Scandurro as the legal counsel.**

Public Comments:  
None

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

### **C. Review and Approval of Policies and Procedures**

#### **1. Claims Management**

Ms. Prest provided a copy of the Claims Management Policy and Procedure to the board for their review and approval.

**Motioned by Mr. Gaudet, seconded by Ms. Belair, to approve the Claims Management Policy and Procedure.**

Public Comments:  
None

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

#### **2. HRSA Payment Management System Drawdown**

Ms. Prest provided a copy of the HRSA Payment Management System Drawdown Process Policy and Procedure to the board for their review and approval.

**Motioned by Mr. Gaudet, seconded by Ms. Belair, to approve the HRSA Payment Management System Drawdown Process Policy and Procedure.**

Public Comments:  
None

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

#### **3. Procurement**

Ms. Prest provided a copy of the Procurement Policy and Procedure to the board for their review and approval.

**Motioned by Mr. Gaudet, seconded by Ms. Belair, to approve the Procurement Policy and Procedure.**



Public Comments:  
None

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

#### 4. Use of Non-grant Funds

Ms. Prest provided a copy of the Use of Non-grant Funds Policy and Procedure to the board for their review and approval.

**Motioned by Mr. Gaudet, seconded by Ms. Belair, to approve the Use of Non-grant Funds Policy and Procedure.**

Public Comments:  
None

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

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

##### **A. Physical Therapy**

Ms. Prest met with Epic Physical Therapy. She is currently working out the details of the contract. Once everything is final, we will provide physical therapy services two days a week. She plans to update the board at next month's meeting.

Public Comments:  
None

##### **B. Executone**

Mr. Rob Vidacovich, with Executone, gave a presentation about the services they provide.

**Motioned by Ms. Belair, seconded by Mr. Gaudet, to give Ms. Prest authority to enter into a contract with the company whom she sees fit.**

Public Comments:  
None

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

##### **C. Primary Care update**

Ms. Prest and Ms. Harris updated the board on Primary care. After speaking with Dr. Magonet, Ms. Harris explained that he decided not to stay permanently. However, Mr.



Scandurro has recently spoken with Dr. Magonet, and they are discussing other options. He will update accordingly.

The Technical Assistance Visit (TAV) is a mock survey that will take place on December 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup>, for the Operational Site Visit (OSV), which will be January 28<sup>th</sup>, 29<sup>th</sup> & 30<sup>th</sup>, 2020. The TAV will provide assistance and guidance to assure FQHC compliance and prepare us for the OSV. Ms. Leslie Prest spoke with William Rice, who will be present at the TAV, and he said on Wednesday, December 11<sup>th</sup>, the HRSA team would like to meet with some of the PPC board of directors.

Public Comments:  
None

#### **D. FEMA Update**

PMC met with FEMA and GOSEP. We are in the process of submitting all necessary paperwork to get reimbursed for services rendered at the shelter for Hurricane Barry. It is a total of approximately \$34,000 worth of expenses. PMC will get reimbursed 75% of those expenses.

#### **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: 7 Yeas, 0 Nays, 1 Absent, 1 Present not voting.**

Convened at:	7:32 pm
Re-convened Regular Meeting at:	8:02 pm

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

Public Comments:  
None

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

**Motioned by Mr. Gaudet, seconded by Ms. Belair, to hire Foley and Judell upon Mr. Dominick Scandurro's discretion to represent PMC for the renewal of the tax.**



Public Comments:  
None

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

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

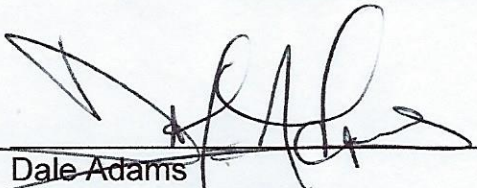
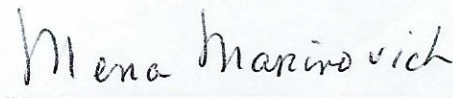
**Motioned by Ms. Marinovich, seconded by Mr. Gaudet to adjourn the meeting at 8:03 p.m.**

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 9, 2019.**

  
Dale Adams  
Chairman of the Board  
Mena Marinovich  
Secretary/Treasurer