

DRAFT: PENDING APPROVAL

PLAQUEMINES MEDICAL CENTER REGULAR BOARD MEETING February 27, 2020

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 Secretary/Treasurer, Mena Marinovich at 7:45 p.m. on February 27, 2020, 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>Absent</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>Absent</u>		

A quorum was declared present.

Mr. Dale Adams, Chairman, and Ms. Bonnie Thomas, Vice-Chairman, were absent. Ms. Mena Marinovich, Secretary-Treasurer, will act as Chairman of the meeting.

Also, in attendance were: Leslie Prest, Plaquemines Medical Center, Hannaha Williams, Plaquemines Medical Center, Colleen Fisher, Plaquemines Medical Center, Monica Martin, Plaquemines Medical Center, Jennifer Harris, Plaquemines Primary Care, Dominick Scandurro, Scandurro & Layrisson, Dr. Kotler, Medical Director, Plaquemines Medical Center, Kristyn Childers, Millage Management.

Item III. Pledge of Allegiance: (Marinovich)

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

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

Public Comments:
None

Motion passed: 5 Yeas, 0 Nays, 4 Absent.

Item V. Approval of January 2020 Meeting Minutes. (Marinovich)

Motioned by Ms. Belair, seconded by Ms. LaFrance, to approve the January 2020 Minutes.

Public Comments:
None

Motion passed: 5 Yeas, 0 Nays, 4 Absent.

Item VI. Financials: (Fisher)

A. January 2020 Financial Report

Ms. Colleen Fisher presented the January 2020 financials. There were no questions.

Motioned by Ms. Belair, seconded by Mr. Gaudet, to approve the January 2020 Financial Reports.

Public Comments:
None

Motion passed: 5 Yeas, 0 Nays, 4 Absent.

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

Dr. Kotler discussed the importance of developing policies and procedures in the event of the potential of COVID-19 patients who might seek treatment at the facility.

Motioned by Ms. Gaudet, seconded by Ms. Tesvich, to develop a policy and procedure for COVID-19.

Public Comments:
None

Motion passed: 5 Yeas, 0 Nays, 4 Absent.

Ms. Monica Martin mentioned COVID-19. She encouraged everyone to be cautious of their surroundings and to practice good hand hygiene.

We obtained the UCA (Urgent Care Association) Certification for the OccMed department. Certification is a voluntary process through which an Urgent Care Center can measure the quality of its services and performance against nationally recognized standards. Certification is a symbol that an organization is committed to providing high-quality care. Thanks to Ms. Monica Martin, Ms. Vanessa Fisher, and Ms. Hannah Williams, for all their assistance with obtaining these certifications. We will be receiving the UCA certificates on Feb. 19, 2020.

Ms. Martin discussed our past and upcoming events. Our monthly educational event on the Culture of Health/Heart Health presented by Ms. Monica Martin was successful. On

March 12th, we will host our monthly educational event on Colon Cancer Awareness. Chevron Oronite sponsors us. Thanks, Chevron, for helping sustain our Healthier Community Series!

On the third Thursday of each month from 9 am- 12- pm will have free HEP C and HIV testing provided by CrescentCare, the next testing date will be March 19th. On April 4th, we will host our 4th annual Hop to a Healthy Holiday Easter EGGstravaganza. We will have food, music, fun activities, and more. Healthy Blue sponsors this event. On April 6th, 10 am - 2 pm PMC, along with The Blood Center, will host a community blood drive. She encouraged the board members to participate and help reach our goal of 15 units.

Ms. Martin mentioned the security risk assessment that was done by the State and local offices. There were a few clinical elements that need to be addressed. Ms. Martin and the care team are working diligently to address the needs.

Public Comments:
None

Item VIII. New Business: (Marinovich)

A. Review and Approval of the Revised Accounting Policy and Procedure

Ms. Prest provided a copy of PMC's Revised Accounting Policy and Procedure to the board prior to the meeting and at the meeting for their review and approval. This policy was revised to add Chart of Accounts and general ledger to the section on page six (6). There were no questions.

Motioned by Mr. Gaudet, seconded by Ms. Tesvich, to approve the Revised Accounting Policy and Procedure.

Public Comments:
None

Motion passed: 5 Yeas, 0 Nays, 4 Absent.

Item IX. Old Business: (Marinovich)

A. Adopt a resolution to call for an election to renew ad valorem taxes

Ms. Kristyn Childers read aloud a resolution ordering and calling a special election to be held in Plaquemines Parish Hospital Service District Number One d/b/a Plaquemines Medical Center, State of Louisiana to authorize the renewal of a special tax therein; making application to the State Bond Commission in connection therewith; and providing for other matters in connection therewith.

BE IT RESOLVED by the Board of Commissioners of Plaquemines Parish Hospital Service District Number One d/b/a Plaquemines Medical Center, State of

Louisiana (the "Governing Authority"), acting as the governing authority of Plaquemines Parish Hospital Service District Number One d/b/a Plaquemines Medical Center, State of Louisiana (the "District"), that:

SECTION 1. Election Call. Subject to the approval of the State Bond Commission and the Plaquemines Parish Council, and under the authority conferred by the Constitution of the State of Louisiana of 1974, including Article VI, Section 32 thereof, the applicable provisions of the Louisiana election Code, and other constitutional and statutory authority, a special election is hereby called and ordered to be held in the District on **SATURDAY, MAY 9, 2020**, between the hours of seven o'clock (7:00) a.m. and eight o'clock (8:00) p.m., in accordance with the provisions of La. R.S. 18:541, and at the said election there shall be submitted to all registered voters qualified and entitled to vote at the said election under the constitution and laws of this State and the Constitution of the United States, the following proposition, to-wit:

**PROPOSITION
(MILLAGE RENEWAL)**

Shall Plaquemines Parish Hospital Service District Number One d/b/a Plaquemines Medical Center, State of Louisiana (the "District"), continue to levy a special tax of three (3) mills on all property subject to taxation within the District (an estimated \$2,950,000 reasonably expected at this time to be collected from the levy of the tax for an entire year), for a period of ten (10) years, beginning with the year 2022 and ending with the year 2031, for the purpose of acquiring, constructing, improving, maintaining and/or operating hospital facilities and equipment of and for the District, for the dedicated purposes of renovating and modernizing the existing hospital facility, new construction medical campus and site improvement, capital equipment, maintenance and repair of facilities and equipment, new service start-up expenses, and professional and regulatory fees and expenses relative to the aforementioned items?

Motioned by Mr. Gaudet, seconded by Ms. LaFrance, to accept the resolution ordering and to call an election to be held in said District to renew an ad valorem tax.

Public Comments:
None

This resolution having been submitted to a vote, the vote thereon was as follows:

Ms. Ragas – Absent	Mr. Gaudet – Yes
Ms. Braud – Absent	Ms. LaFrance – Yes
Ms. Belair – Yes	Ms. Tesvich – Yes
Ms. Marinovich – Yes	Ms. Thomas – Absent
Mr. Adams – Absent	

Motion passed: 5 Yeas, 0 Nays, 4 Absent.

And the resolution was declared adopted on this, the 27th day of February 2020.

B. Adoption of PMC's Revised HRSA Payment Management System Drawdown Policy.

Ms. Prest provided a copy of the PMC's Revised HRSA Payment Management System Drawdown Policy to the board prior to the meeting and at the meeting for their review and approval. We revised the time from five (5) days to not to exceed three (3) days, and drawdowns are restricted to once a month. There were no questions. To follow the guidelines, we had to reduce the days allowed to spend the money once we draw it down from 5 days to 3 days.

Motioned by Mr. Gaudet, seconded by Ms. LaFrance, to approve the Revised HRSA Payment Management System Drawdown Policy.

Public Comments:
None

Motion passed: 5 Yeas, 0 Nays, 4 Absent.

C. Primary Care Update

Dr. Kotler discussed the meeting with Dr. Gaddis. Dr. Gaddis is interested in working with PPC & PMC. She is in her third year of residency in family medicine at LSU in Lafayette. Dr. Gaddis also brought another LSU student that is currently in her second year of residency in family medicine at LSU to tour the facility.

Public Comments:
None

D. Dialysis

Ms. Prest and Dr. Kotler met with DaVita Dialysis.

Ms. Prest has made contact in hopes of getting an exact number of dialysis patients in Plaquemines Parish. At the time, DaVita Dialysis says it is not financially feasible because of the limited amount of dialysis patients at the southern end of the parish.

The board asked for an update on Physical Therapy. Ms. Prest gave a brief update. The company is in the credentialing process, and once this process is completed, they will start seeing patients. The board also discussed the options of moving the exercise equipment that is not going to be utilized by Physical Therapy.

E. Millage Marketing

Ms. Prest provided two proposals for marketing items to support the vote of the renewal of our ten (10) year ad valorem tax. The board discussed these options.

Motioned by Mr. Gaudet, seconded by Ms. Belair, to permit Ms. Prest to choose whichever company she thinks is best.

Public Comments:
None

Motion passed: 5 Yeas, 0 Nays, 4 Absent.

Item X. Adjournment: (Marinovich)

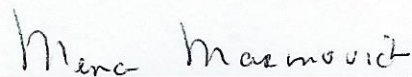
Motioned by Mr. Gaudet, seconded by Ms. Marinovich, to adjourn the meeting at 8:25 p.m.

Public Comments:
None

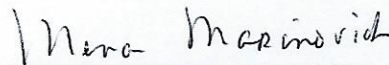
Motion passed: 5 Yeas, 0 Nays, 4 Absent.

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 February 27, 2020.



Mena Marinovich
Chairman of the Board



Mena Marinovich
Secretary/Treasurer


Approved by: Dale Adams, Chairman of the Board