

# DRAFT: PENDING APPROVAL

**PLAQUEMINES PRIMARY CARE, INC.  
REGULAR BOARD MEETING  
March 19, 2020**

**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. was called to order by Vice-Chairman, Keith Espadron at 6:00 p.m. on March 19, 2020, by teleconference 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.

Chetta McBride:	<u>Present</u>	Kim Ly:	<u>Absent</u>
Brigette Belair:	<u>Present</u>	Patra Parker:	<u>Present</u>
Nancy Michel:	<u>Present</u>	John Hymes:	<u>Absent</u>
Stanley Gaudet:	<u>Present</u>		
Celeste Ancar:	<u>Present</u>		
Yona Serpas:	<u>Present</u>		
Keith Espadron:	<u>Present</u>		
Gaynell Baham:	<u>Present</u>		

A quorum was declared present.

Also in attendance were: Leslie Prest, Plaquemines Medical Center, Hannah Williams, Plaquemines Medical Center, Monica Martin, Plaquemines Medical Center, Colleen Fisher, Plaquemines Medical Center, Dr. Kotler, Medical Director, Plaquemines Medical Center, Jennifer Harris, Plaquemines Primary Care, Annette Cotton, Plaquemines Primary Care, Sandra Lode, Sandra Lode Consulting Group, Dominick Scandurro, Scandurro & Layrisson, LLC., and Dr. William Kotler.

**Item III. Recitation of the Pledge of Allegiance (WAIVED)**

**Item IV. Review and Approval of Current Agenda (Espadron)**

**Motioned by Mr. Gaudet, seconded by Ms. Baham, to approve the current agenda.**

Public Comments:  
None

**Motion passed: 8 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

**Item V. Approval of February 2020 Meeting Minutes. (Espadron)**

**Motioned by Mr. Gaudet, seconded by Ms. Parker, to approve the February 2020 minutes.**

Public Comments:  
None

**Motion passed: 8 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

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

**A. February 2020 Financials**

Ms. Fisher reported PPC February 2020 financials to the board. Mr. Espadron requested a print out of patient insurance statuses. Ms. Harris advised that she would provide a copy via email. There were no additional questions.

Ms. Fisher also provided graphs for the board's review. These graphs show the income and expenses as well as an expense summary.

**Motioned by Ms. McBride, seconded by Ms. Serpas, to approve the February 2020 Financial Reports.**

Public Comments:  
None

**Motion passed: 8 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

**Item VII. Medical Director:**

No comment

Public Comments:  
None

**Item VIII. New Business: (Espadron)**

**A. Review and Approval of the HRSA Service Area Competition (SAC) grant application including the budget, Form 5A services, Form 5B Sites and Hour, Form 5C**

Ms. Harris gave a brief overview of the HRSA Service Area Competition (SAC) grant application. She provided a copy of the Project Abstract, including the budget, Form 5A, Form 5B, and Form 5C to the board prior to the meeting for their review and approval.

**Motioned by Mr. Gaudet, seconded by Ms. Michel, to approve the HRSA Service Area Competition (SAC) grant application including the budget, Form 5A services, Form 5B Sites and Hour, Form 5C**

Public Comments:

None

**Motion passed: 8 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

#### **A. COVID-19**

Ms. Harris updated the board regarding COVID-19. She mentioned that PPC staff is currently screening their patients and phoning patients who are 60 years or older or with comorbidities. If patients would like to keep their appointments, they can, however, if their appointment is for a lab review or medication refill Annette Cotton, NP is doing telephone visits with these patients. As of March 17, 2020, we can bill for telephone visits. Any patients that are coming into the clinic are being pre-screened for fever, cough, and shortness of breath if they do present with symptoms they are being sent to Urgent Care for further testing.

Ms. Prest and Ms. Harris have both been in contact with several agencies to inform of our needs for medical supplies to help combat COVID-19. There were no questions.

Public Comments:

None

#### **Item IX. Old Business: (Espadron)**

##### **A. Strategic Plan**

Ms. Harris provided a revised copy of the Plaquemines Primary Care FQHC Strategic Plan before the meeting. She gave a brief overview of the changes and updates made to the progress section. There were no questions.

Public Comments:

None

##### **B. Operational Site Visit (OSV) Report**

Ms. Harris presented to the board the OSV finding report at last month's board meeting. Several items needed to be addressed. Those were discussed, and the requested items have been submitted back to HRSA.

Public Comments:

None

### C. Quality Dashboard

Ms. Harris provided a copy of the Quality Dashboard to the board prior to the meeting. She gave a brief overview. Ms. Harris explained that Athena is still updating its 2020 UDS reporting.

Public comments:  
None

### Item X. Adjournment (Belair)

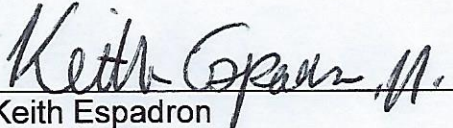
**Motioned by Mr. Gaudet, seconded by Ms. Ancar, to adjourn the meeting at 6:28 p.m.**

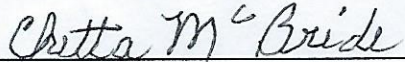
Public Comments:  
None

**Motion passed: 8 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 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 March 19, 2020.**

  
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Keith Espadron  
Vice-Chairman

  
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Chetta McBride  
Secretary