

FINAL: APPROVED

PLAQUEMINES PRIMARY CARE, INC. REGULAR BOARD MEETING May 21, 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 Chairman, Brigitte Belair at 6:08 p.m. on May 21, 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>Present</u>
Brigitte Belair:	<u>Present</u>	Patra Parker:	<u>Present</u>
Nancy Michel:	<u>Present</u>	John Hymes:	<u>Present</u>
Stanley Gaudet:	<u>Present</u>		
Celeste Ancar:	<u>Present</u>		
Yona Serpas:	<u>Present</u>		
Keith Espadron:	<u>Present</u>		
Gaynell Baham:	<u>Absent</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, NP, Plaquemines Primary Care, Sandra Lode, Sandra Lode Consulting Group, Dominick Scandurro, Scandurro & Layrisson, LLC, Dale Adams, Chairman, Plaquemines Medical Center, Mena Marinovich, Secatary/Treasurer, Plaquemines Medical Center, Jane Tesvich, Board Member, Plaquemines Medical Center, Norma LaFrance, Board Member, Plaquemines Medical Center, and Rechelle Ragas, Board Member, Plaquemines Medical Center.

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

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

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

Public Comments:
None

Motion passed: 9 Yeas, 0 Nays, 1 Absent, 1 Present not voting.

Item V. Approval of April 2020 Meeting Minutes. (Belair)

Motioned by Mr. Gaudet, seconded by Ms. Ancar, to approve the April 2020 minutes.

Public Comments:
None

Motion passed: 9 Yeas, 0 Nays, 1 Absent, 1 Present not voting.

Item VI. Financials: (Fisher)

A. April 2020 Financials

Due to the current situation with COVID-19, Ms. Colleen Fisher did not read through the April 2020 financial reports during the teleconference. Ms. Fisher sent a copy of the financial reports to the Board before the meeting via email for their review and approval. There were no 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. Michel, seconded by Mr. Gaudet, to approve the April 2020 Financial Reports.

Public Comments:
None

Motion passed: 9 Yeas, 0 Nays, 1 Absent, 1 Present not voting.

Item VII. NP/Clinical Director:

Ms. Annette Cotton, NP, updated the Board on their work in the community. PMC/PPC has started offering Antibody testing. As of today, they have done 73 Antibody tests. Fifty-seven (57) of those tests were done at the Belle Chasse YMCA on the mobile medical unit, and 16 tests were done in the clinic. They are still using Doxy Me Telemedicine and Telephone Conference for some patient visits. They are starting to see patients in the clinic, as well. There were no questions.

Public Comments:
None

Item VIII. Medical Director/Assistant Medical Director:

Dr. Kotler asked about the use of Telemedicine, and Annette Cotton, NP, gave a brief overview. There were no additional questions.

Item IX. New Business: (Belair)

A. Waiving of 7-day notice to amend By-Laws

Ms. Harris provided a copy of the 7-day notice to amend By-laws to the Board before the meeting for their review and approval. There were no questions.

Motioned by Mr. Gaudet, seconded by Mr. Espadron, to approve the 7-day notice to amend By-laws.

Public Comments:
None

Motion passed: 9 Yeas, 0 Nays, 1 Absent, 1 Present not voting.

B. HRSA required addendum to By-Laws

Ms. Harris provided a copy of the HRSA required addendum to By-Laws to the Board prior to the meeting for their review and approval. There were no questions.

Motioned by Ms. Parker, seconded by Ms. Serpas, to amend By-Laws to add the following text at the end of Section 4.2:

The collaboration and Co-Applicant Agreement with PPHSD, as well as collaborations and agreements with other entities, shall not restrict or infringe upon the Board's required authorities and functions, as set forth in guidance issued by the Health Resources and Services Administration.

Public Comments:
None

Motion passed: 9 Yeas, 0 Nays, 1 Absent, 1 Present not voting.

C. HRSA required addendum to Co-Applicant Agreement

Ms. Harris provided a copy of the HRSA required addendum to the Co-Applicant Agreement to the Board prior to the meeting for their review and approval. There were no questions.

Motioned by Ms. Parker, seconded by Mr. Gaudet, to amend Section 1.2 of the Co-Applicant Agreement to include the following new subsection (l)

- 1. (l) the collaboration with Plaquemines Medical Center, as set forth in this Agreement, as well as collaborations and agreements with other entities, shall not restrict or infringe upon the Board's required authorities and functions, as set forth in Chapter 19 of the Compliance Manual.**

2. The effective date of this Amendment shall be May 21, 2020.

3. All other provisions of the Agreement remain unchanged and in full force and in effect.

Public Comments:
None

Motion passed: 9 Yeas, 0 Nays, 1 Absent, 1 Present not voting.

Item X. Old Business: (Belair)

A. Board training-Characteristics of High-performing Health Center Board

Ms. Harris provided a copy of a Board training- Characteristics of High-performing Health Center Board handout to the Board prior to the meeting via email. She asked the Board to review. There were no questions.

Public Comments:
None

B. COVID-19

Ms. Harris said over the last few weeks, PPC has been continuing to screen and test residents for COVID-19. They have also started Antibody testing. At this time, they have tested seventy (70) patients both out in the community and at the clinic. The staff has plans to have additional dates later this month to return.

As Ms. Cotton mentioned above, PPC is gradually starting to see patients back in the clinic. At this time, they are still utilizing Telemedicine and Telephone conference with patients as well.

Ms. Harris also gave a providers update for various services offered in PPC. Some services have been suspended or changed due to COVID-19. Dr. Eubanks, OB-GYN, has started seeing patients in the last few weeks. Our patient flow has increased for women's health services. Dr. Wells is still seeing patients by way of Telemedicine, and Dr. LaCour Family Dentistry has resumed normal operations.

Public Comments:
None

C. Quality Dashboard

Ms. Harris provided a copy of the Quality Dashboard Spreadsheet to the Board prior to the meeting for their review. She gave a brief overview. There were no questions.

Public comments:

None

D. Board Self Evaluation

At last month's meeting, Ms. Harris gave an overview of the Board's Self-Evaluation. She provided a copy of the evaluation via email before the meeting. She reminded the Board to complete the evaluation and return to her.

Public Comments:

None

E. Primary Care Physician Recruitment Update

Ms. Harris mentioned the meeting with Dr. Gaddis. Dr. Gaddis is interested in working with PPC & PMC. Ms. Harris talked about the hiring of Sullivan Stolier Schulze, LLC, to assist with preparing a contract for Dr. Gaddis and also to help us to meet the requirements to qualify for the Federal Tort Claims Act (FTCA). She also talked about hiring Peak Performance Physicians, which is a company that helps with the Fair Market Value Evaluations.

Ms. Leslie Prest talked about their conversation with Mr. Jack Stolier, the attorney with Sullivan Stolier Schulze, LLC. Ms. Prest and Ms. Harris have learned that for PMC/PPC to be eligible for the FTCA, the physician has to be employed by PMC because PMC is the grantee of the 330 grant. They plan to move forward with the hire of the physician through PMC for PPC. There were no questions.

Public Comments:

None

F. Credentialing Update

Ms. Harris updated on the credentialing process. She mentioned the termination of the contract with Theresa Bergeron- Credentialing & Compliance Support Services, who we hired to assist with the credentialing process. Ms. Bergeron wasn't able to fulfill the requirements of the contract. Ms. Harris and Ms. Prest have been working diligently to finalize several applications and contacting insurance companies to get a status update on our credentialing process with them. Ms. Kristi Andrews, with Gulf South HealthCare Management, has been assisting with the process as well.

Public Comments:

None

Item XI. Adjournment (Belair)

Motioned by Mr. Gaudet, seconded by Ms. Parker, to adjourn the meeting at 6:33 p.m.

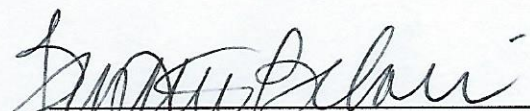
Public Comments:

None

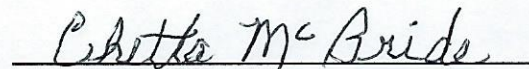
Motion passed: 9 Yeas, 0 Nays 1 Absent, 1 Present not voting.

Attestation

The above and foregoing is an accurate summary of the actions taken by the members of the Board of 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 May 21, 2020.



Brigitte Belair
Chairman



Chetta McBride
Secretary