

FINAL: APPROVED

PLAQUEMINES MEDICAL CENTER REGULAR BOARD MEETING August 20, 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 Chairman Dale Adams at 6:55 PM on August 20, 2020, by teleconference 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>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, Monica Martin, Plaquemines Medical Center, Jennifer Harris, Plaquemines Primary Care, Dominick Scandurro, Scandurro & Layrisson, LLC, and Sandra Lode, Sandra Lode Consulting Group, Kristyn Childers, Millage Management, LLC., Robert Hopkins, Whitney Bank, Gilbert Brauig, Whitney Bank, Janice Leaumont, Whitney Bank.

Item III. Pledge of Allegiance: (WAIVED)

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

Motioned by Ms. Marinovich, seconded by Mr. Gaudet, to approve the amended agenda under new business to include the purchase of a defibrillator.

Public Comments:
None

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

Item V. Approval of July 2020 Regular Meeting Minutes. (Adams)

Motioned by Ms. Marinovich, seconded by Ms. Belair, to approve the July 2020 Regular Meeting Minutes.

Public Comments:

None

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

Item VI. Approval of July 2020 Special Meeting Minutes. (Adams)

Motioned by Ms. Marinovich, seconded by Ms. LaFrance, to approve the July 2020 Special Meeting Minutes.

Public Comments:

None

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

Item VII. Financials: (Fisher)

A. July 2020 Financial Reports

Ms. Colleen Fisher read through a portion of the July 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. She asked the Board if anyone had questions, and there were no questions and nothing to discuss.

Motioned by Ms. Marinovich, seconded by Ms. Belair, to approve the July 2020 Financial Reports.

Public Comments:

None

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

**Item VIII. Medical Director/ Assistant Medical Director/Clinical Coordinator:
(Dr. Kotler/Dr. Cartagena/Monica Martin)**

Dr. Kotler updated on his work during COVID-19. He also talked about a recent tour he gave with a film crew. The crew went throughout the facility capturing footage to use at a later time for advertisement.

Dr. Cartagena updated on their work during COVID-19. She mentioned that the facility has been bustling during this time and thinks it has some benefits for PMC. It has helped people become more aware of the services offered here.

Ms. Monica Martin reminded everyone that we are in the peak of Hurricane Season. In preparation, she encouraged everyone to stock up on PPE for their homes or in the event we have to evacuate. Due to COVID-19 & the social distancing guidelines, all Healthier Community Series events have been suspended until further notice. However,

PMC, in partnership with Healthy Blue, Plaquemines Primary Care, Plaquemines Parish Health Department, Chevron Oronite Oak Plant, Families Helping Families, and Metropolitan Human Services District, hosted it's 3rd annual Back to School Giveaway on August 7, 2020. She explained that this year was a little different, and the giveaway was a drive-thru only. On August 14, 2020, PMC hosted a Back 2 School Drive at the Percy Griffin Community Center in Davant. Together with both events, more than 250 school supply kits and backpacks were provided to grades K-5th. On August 13, we also had a COVID Prevention giveaway here at PMC, which was also a success.

Ms. Prest mentioned that in the event of a mandatory evacuation, the facility would close, and the mobile medical unit will be moved to the shelter in Belle Chasse. The mobile medical unit will be staffed with a physician and two nurses.

Public Comments:
None

Item IX. New Business: (Adams)

A. H80 Grant Budget Revision

Ms. Fisher and Ms. Harris provided a brief overview of the H80 Grant Budget Revision. Ms. Harris also provided a copy of the revision to the Board prior to the meeting via email for their review and approval. They asked the Board to reallocate the remaining funds to different categories to make sure we're utilizing the funds efficiently. The deadline for spending is August 31, 2020. Ms. LaFrance asked if they had a plan already for where these requested funds will be moved, Ms. Fisher explained. There were no additional questions.

Motioned by Ms. Belair, seconded by Ms. Marinovich, to approve the H80 Grant Budget Revision.

Public Comments:
None

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

B. Adopt the Millage rates for the tax year 2020

Ms. Kristyn Childers, with Millage Management, gave a brief overview of the Millage rates for the tax year 2020. She provided two options for the Board prior to the Board meeting via email for their review and approval. The Board discussed.

Motioned by Mr. Gaudet, seconded by Ms. Marinovich, to collect the adjusted maximum rate of 2.89 and 3.29 for the tax year 2020.

Public Comments:
None

Mr. Adams read aloud the following:

HOSPITAL SERVICE DISTRICT NO. 1
OF PLAQUEMINES PARISH

RESOLUTION NO.: _____

MOTION BY: Mr. Gaudet

SECOND BY: Ms. Marinovich

RESOLUTION TO ADOPT THE MILLAGE RATE FOR 'HOSPITAL DISTRICT TAX – 15 YEARS' AND 'HOSPITAL SERVICE DISTRICT TAX – 10 YEARS' FOR THE 2020 TAX YEAR.

SECTION 1: BE IT RESOLVED, by the Board of Commissioners of the Hospital Service District No. 1 of the Parish of Plaquemines, Louisiana, in a public meeting held on August 20, 2020; the following millages are hereby levied on the 2020 tax roll on all property subject to taxation by Plaquemines Parish Hospital Service District No. 1:

MILLAGE

| | |
|--|-------------|
| Hospital District Tax – 15 Years (1055 009): | 2.890 mills |
| Hospital Service District No. 1- 10 Years (1055 0022): | 3.290 mills |

SECTION 2: BE IT FURTHER RESOLVED, by the Board of Commissioners of the Hospital Service District No. 1 of the Parish of Plaquemines, Louisiana, that the proper administrative officials of the Parish of Plaquemines, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2020, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

The foregoing resolution was read in full; the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

| | |
|------------------|---------------|
| Rechelle Ragas | <u>Absent</u> |
| Erin Braud: | <u>NO</u> |
| Brigette Belair: | <u>NO</u> |
| Mena Marinovich: | <u>YES</u> |
| Dale Adams: | <u>YES</u> |

| | |
|-----------------|------------------|
| Stanley Gaudet: | <u>YES</u> |
| Norma Lafrance: | <u>YES</u> |
| Jane Tesvich: | <u>ABSTAINED</u> |
| Bonnie Thomas: | <u>YES</u> |

YEAS: 5

NAYS: 2

ABSTAINED: 1

ABSENT: 1

Motion passed: 5 Yeas, 2 Nays, 1 Absent, and 1 Abstained.

C. Administrator/Chief Executive Contract Renewal: (Adams)

Mr. Adams explained that the Administrator/Chief Executive contract is up for renewal. Ms. Leslie Prest is holding the position of the Administrator and Chief Executive. Mr. Adams opened it up for discussion.

Mr. Stanley Gaudet said since we're not able to meet in person, he thinks that hopefully, within the next month, the Board will be able to start having in-person meetings, and any decisions made can be retroactive. Mr. Gaudet would rather discuss in an executive session after doing proper research on competitive salaries and, at the same time, discuss Ms. Jennifer Harris's PPC CEO compensation rate as well. He asked the Board Chairman Mr. Adams, to research competitive salaries for the Administrator/Chief Executive and present them to the Board to be discussed at the next in-person meeting. The Board discussed their concerns and agreed with Mr. Gaudet.

Public Comments:
None

D. Approval of defibrillator purchase for PPC

Ms. Harris presented two proposals for a defibrillator to the Board prior to the meeting via email for their review and approval. The Board discussed. There were no questions. She mentioned that PPC/PMC had been granted monies through the Cares Act, and with that, funds are dedicated to supplies for the mobile medical unit. Ms. Harris said the mobile medical unit currently does not have a defibrillator on it. She believes this is something the bus requires due to how much the mobile bus is being utilized.

Motioned by Mr. Gaudet, seconded by Ms. Tesvich, to give Ms. Prest and Ms. Harris the authority to select and purchase the proper Defibrillator for Primary Care.

Public Comments:
None

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

Item X. Old Business: (Adams)

A. Whitney Bank (Investment)

Mr. Adams talked about their meeting with Mr. Robert Hopkins, Gilbert Braunig, and Ms. Janice Leamont with Hancock Whitney Bank to discuss the investment. Ms. Prest provided the proposal to the Board before the meeting via email for their review. Mr. Hopkins introduced himself and addressed the Board. Ms. Leamont and Mr. Brauig gave a brief overview and read through the proposal to help PMC build a portfolio. Mr. Adams had questions about the disclosure section and the fee schedule, and Mr. Brauig answered and explained this section to the Board. Ms. Marinovich expressed her concerns that she was not comfortable with the \$15,000 administration fee. Ms. Leamont plans to talk to management to see what can be done to assist with either waiving or discounting the fee. There were no additional questions. No decisions were made; however, Mr. Adams proposed that they form a financial committee together to help take a closer look into investment and to hold a future meeting in-person with the Whitney bank investment staff. The committee includes Ms. Marinovich, Mr. Adams, Mr. Gaudet, Ms. Braud, Ms. Prest, and Ms. Fisher.

Public Comments:

None

B. Primary Care Update

As mentioned above, Ms. Harris said that PPC/PMC had been granted monies through the Cares Act, and with that, funds are dedicated to supplies for the mobile medical unit. Ms. Harris said the mobile medical unit currently does not have a defibrillator on it. She believes this is something the bus requires due to how much the mobile bus is being utilized.

Ms. Harris also gave a providers update for various services offered in PPC. Dr. Wells is still seeing patients in person and by way of Telemedicine. Dr. Eubanks, OB-GYN, has started seeing patients in the clinic. Our patient flow has increased for women's health service, and Dr. LaCour Family Dentistry has resumed normal operations. Ms. Harris mentioned that she received notice that PMC/PPC was awarded the SAC application and continued funding until 2024. She said that Primary care services would resume starting in September on the Eastbank once a month via the mobile medical unit. Ms. Harris had the permanent signage updated to place at the Belle Chasse and Pointe a la Hache ferry landings

At last month's meeting, Ms. Harris mentioned her research on the CLIA waived rapid testing machine. She was excited to announce the news she received before the meeting. She said she was able to get the rapid COVID testing equipment added to the CLIA license. Ms. Harris is awaiting quotes for additional testing equipment. She hopes to start offering rapid COVID testing in primary care soon. PPC is gradually beginning to see more face to face patients in the clinic. At this time, they are still utilizing Telemedicine and Telephone conference with patients as well.

Ms. Harris gave an update on the physician interested in working with PPC. Due to the current situation with COVID-19, Dr. Gaddis had to decline the offer to work in PPC. Ms. Harris mentioned she reached out to Dr. Tran, who visited the facility with Dr. Gaddis, who is also interested in working with PPC. Ms. Harris plans to begin advertising soon and also getting back in with the residency program in hopes of recruiting a full-time physician for PPC. Ms. Harris said she is actively searching for a physician. She reached out to the Louisiana Primary Care Association to advertise through their networking.

Ms. Harris also mentioned PPC received the approval for the Vaccine for Children program. She spoke to Ms. Rebecca Amos with Plaquemines Parish School Board to offer these services to the schools. There were no questions.

Public Comments:

None

C. COVID-19 Update- Hazard Pay

At the Special Board meeting held on July 27, 2020, the Board agreed to pay time and a half for all employees starting July 19, 2020 – August 15, 2020, to be reevaluated at the August Board meeting for possible extension. Ms. Leslie Prest addressed the Board regarding Hazard Pay. She explained, as of August 19, 2020, we saw twelve hundred and fifty patients (1250). Eight hundred and sixty-seven (867) were COVID patients making sixty-nine (69) percent of the patients seen were COVID related. We have seen an average of 65 patients per day. Ms. Prest said that FEMA would reimburse seventy-five (75) percent for all expenses over the usual and customary amount. The Board discussed. Dr. Cartagena expressed her thoughts regarding COVID related patients. She mentioned that the workload has increased for every department, predominantly the clinical staff. Mr. Adams asked Dr. Cartagena if she thought they should continue to pay the employee's hazard pay for another month to be reevaluated at next month's Board meeting, and she replied yes.

Motioned by Ms. Tesvich, seconded by Ms. LaFrance, to continue to pay hazard pay for all employees, to be reevaluated at next month's Board meeting for possible extension.

Public Comments:

None

Motion passed: 7 Yeas, 1 Nay, 1 Absent, 1 Present not voting.

Item XI. Adjournment: (Adams)

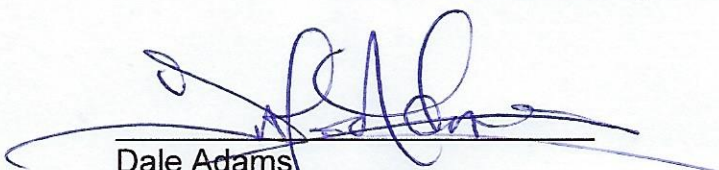
Motioned by Ms. Marinovich, seconded by Mr. Gaudet, to adjourn the meeting at 8:39 PM.

Public Comments:
None

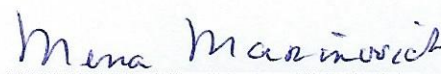
Motion passed: 7 Yeas, 0 Nays, 1 Absent, 1 Present not voting.

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 August 20, 2020.**



Dale Adams
Chairman of the Board



Mena Marinovich
Secretary/Treasurer