

FINAL: APPROVED

PLAQUEMINES PRIMARY CARE, INC. REGULAR BOARD MEETING January 21, 2021

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 6:05 PM on January 21, 2021 teleconference at the Plaquemines Medical Center, 27136 Hwy 23, Port Sulphur, LA. Hannah Williams conducted the customary roll call of the Board Members and 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>Absent</u>
Stanley Gaudet:	<u>Present</u>		
Celeste Ancar:	<u>Absent</u>		
Yona Serpas:	<u>Absent</u>		
Keith Espadron:	<u>Present</u>		
Gaynell Baham:	<u>Present</u>		

A quorum was declared present.

Also in attendance were: Jennifer Harris, Plaquemines Primary Care, Leslie Prest, Plaquemines Medical Center, Monica Martin, Plaquemines Medical Center, Hannah Williams, Plaquemines Medical Center, Colleen Fisher, Plaquemines Medical Center, Annette Cotton, Plaquemines Primary Care, Dr. Cartagena, Plaquemines Primary Care, Dale Adams, Chairman, Plaquemines Medical Center, Jane Tesvich, Board Member, Plaquemines Medical Center, Bonnie Thomas, Board Member, Plaquemines Medical Center, Dr. Kotler, Plaquemines Medical Center, Dr. Naeem, Plaquemines Medical Center, Sandra Lode, Sandra Lode Consulting Group, and Mary Ancar, 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 Mr. Espadron, to approve the current agenda.

Public Comments:
None

Motion passed: 7 Yeas, 0 Nays, 3 Absent, 1 Present not voting.

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

Motioned by Mr. Gaudet, seconded by Ms. Michel, to approve the December 2020 minutes.

Public Comments:
None

Motion passed: 7 Yeas, 0 Nays, 3 Absent, 1 Present not voting.

Item VI. Financials: (Fisher)

A. December 2020 Financials

Ms. Colleen Fisher read through the December 2020 financial reports during the teleconference. Ms. Fisher provided a copy of the financial reports to the Board via email for their review and approval, and she asked the Board if anyone had questions. Ms. Harris provided a breakdown of daily patient flow. She also discussed the performance metrics. There were no questions and no items to discuss.

Motioned by Ms. Michel, seconded by Ms. Baham, to approve the December 2020 Financial Reports.

Public Comments:
None

Motion passed: 7 Yeas, 0 Nays, 3 Absent, 1 Present not voting.

B. New Presentation of the 2021 Budget

Ms. Jennifer Harris provided a copy of the new 2021 budget to the Board prior to the meeting for their review for approval. Ms. Leslie Prest presented the new 2021 budget, which is on an accrual basis. There were no questions.

Motioned by Ms. Michel, seconded by Ms. Baham, to accept the 2021 budget as presented.

Public Comments:
None

Motion passed: 7 Yeas, 0 Nays, 3 Absent, 1 Present not voting.

Item VII. Family Medicine Physician: (Dr. Maria Cartagena)

Dr. Cartagena expressed her excitement about working in PPC. She mentioned that working with Annette Cotton, NP, is going really well, and the patient flow is continually growing. Dr. Cartagena talked about the ongoing goals they plan to meet. There were no questions.

Public Comments:
None

Item VIII. NP/Clinical Director: (Annette Cotton, NP)

Ms. Annette Cotton expressed her excitement about working hand in hand with Dr. Cartagena providing the best continuity of care to all PPC patients. She said that she is delighted to be working alongside Dr. Cartagena to help grow PPC.

Public Comments:
None

Item IX. Medical Director/Assistant Medical Director/Clinical Coordinator:
(Dr. Michael Kotler/Dr. Mohammad Naeem/ Monica Martin)

Dr. Kotler talked about his excitement for the new changes for PPC. He expressed that he thinks this was an excellent opportunity for PPC, continuing growth. He asked to add something to our Marquette board regarding Dr. Cartagena now working in PPC.

Ms. Harris and Dr. Cartagena have discussed marketing strategies for PPC. Ms. Harris mentioned she has been advertising in the Plaquemines Parish Gazette and on Facebook, promoting Dr. Cartagena and the services offered.

Ms. Monica Martin expressed her excitement regarding the new changes happening for PPC & PMC together. She said that she thinks that this new transition is working well.

Public Comments:
None

Item X. New Business: (Belair)

A. Election of Officers

1) Nominating Committee – Selection of a Slate of Nominees for Chairperson

Chairperson- Brigitte Belair

Motioned by Ms. Parker, seconded by Ms. Baham, to appoint Brigitte Belair as the Chairperson of the PPC Board of Directors.

Chetta McBride:	Yes	Kim Ly:	Yes
Brigitte Belair:	Not Voting	Patra Parker:	Yes
Nancy Michel:	Yes	John Hymes:	Absent
Stanley Gaudet:	Yes		
Celeste Ancar:	Absent		
Yona Serpas:	Absent		

Keith Espadron: Yes
Gaynell Baham: Yes

Public Comments:
None

Motion passed: 7 Yeas, 0 Nays, 3 Absent, 1 Present not voting.

2) Nominating Committee – Selection of a Slate of Nominees for Vice-Chairperson

Vice-chairperson- Keith Espadron

Motioned by Ms. Parker, seconded by Ms. Baham, to appoint Keith Espadron as the Vice-Chairperson of the PPC Board of Directors.

Chetta McBride:	Yes	Kim Ly:	Yes
Brigette Belair:	Yes	Patra Parker:	Yes
Nancy Michel:	Yes	John Hymes:	Absent
Stanley Gaudet:	Yes		
Celeste Ancar:	Absent		
Yona Serpas:	Absent		
Keith Espadron:	Not Voting		
Gaynell Baham:	Yes		

Public Comments:
None

Motion passed: 7 Yeas, 0 Nays, 3 Absent, 1 Present not voting.

3) Nominating Committee – Selection of a Slate of Nominees for Secretary

Secretary- Chetta McBride

Motioned by Ms. Parker, seconded by Ms. Baham, to appoint Chetta McBride as the Secretary of the PPC Board of Directors.

Chetta McBride:	Not Voting	Kim Ly:	Yes
Brigette Belair:	Yes	Patra Parker:	Yes
Nancy Michel:	Yes	John Hymes:	Absent
Stanley Gaudet:	Yes		
Celeste Ancar:	Absent		
Yona Serpas:	Absent		
Keith Espadron:	Yes		
Gaynell Baham:	Yes		

Public Comments:

None

Motion passed: 7 Yeas, 0 Nays, 3 Absent, 1 Present not voting.

4) Nominating Committee – Selection of a Slate of Nominees for Treasurer

Treasurer- Nancy Michel

Motioned by Ms. Parker, seconded by Ms. Baham, to appoint Nancy Michel as the Treasurer of the PPC Board of Directors.

Chetta McBride:	Yes	Kim Ly:	Yes
Brigette Belair:	Yes	Patra Parker:	Yes
Nancy Michel:	Not Voting	John Hymes:	Absent
Stanley Gaudet:	Yes		
Celeste Ancar:	Absent		
Yona Serpas:	Absent		
Keith Espadron:	Yes		
Gaynell Baham:	Yes		

Public Comments:
None

Motion passed: 7 Yeas, 0 Nays, 3 Absent, 1 Present not voting.

B. Storage Buildings

Ms. Harris presented to the Board a proposal for the purchase of two storage buildings. These storage buildings are 12x20 buildings, which will be used for storing COVID PPE and supplies purchased in preparation for administering COVID-19 vaccines and for continued COVID-19 testing. The Board discussed. There were no questions.

Motioned by Ms. Michel, seconded by Ms. Gaudet, to permit Jennifer Harris to purchase the storage buildings.

Public Comments:
None

Motion passed: 7 Yeas, 0 Nays, 3 Absent, 1 Present not voting.

C. Approval of 2021 Poverty Guidelines

Ms. Harris presented to the Board the updated PPC sliding fee scale based on the 2021 Federal Poverty Guidelines. The Board discussed. There were no questions

Motioned by Mr. Gaudet, seconded by Ms. Michel, to accept 2021 based upon Poverty Guidelines.

Public Comments:
None

Motion passed: 7 Yeas, 0 Nays, 3 Absent, 1 Present not voting.

Item XI. Old Business: (Belair)

A. Board Training: COVID-19 Vaccine

Ms. Harris provided a copy of the Board Training- COVID-19 Vaccine to the Board before the meeting via email for their review. Ms. Harris updated the Board regarding the COVID-19 vaccine. She said that PPC hadn't received the vaccine, but that she and Ms. Martin had submitted all the required paperwork to the state and have requested the vaccine for both PPC and PMC. There were no questions.

Public comments:
None

B. Quality Dashboard

Ms. Harris provided the Quality Dashboard Spreadsheet to the Board via email prior to the board meeting. She mentioned that she and Ms. Lode have a meetings scheduled to finalize the UDS report, which is due on February 15, 2021. Ms. Harris talked about a couple of new quality measures added and the met and unmet goals. There were no questions.

Public comments:
None

C. Credentialing Update

Ms. Harris talked about the credentialing process. She mentioned that there are no new changes as of now. Ms. Harris informed the board that Dr. Cartagena wasn't credentialed with Peoples Health as originally thought. Ms. Harris said she has spoken with Ms. Kristi Andrews with Gulf South who has begun the credentialing process with Peoples Health and hoped to have the process finalized quickly. She also mentioned the contract with Humana regarding the FQHC has been submitted. There were no questions.

Public Comments:
None

D. Hypertension Supplement Funding

Ms. Harris talked about Hypertension Supplement Funding at last month's Board meeting. Ms. Harris was pleased to inform the board that PPC received the notice of award for the Hypertension Supplement Funding and that PPC was one (1) out of twenty-two (22) centers to receive this funding in Louisiana. The grant consists of

approximately \$90,000 over three years. This grant will be utilized to assist patients diagnosed with hypertension.

Public Comments:
None

Item XII. Executive Session (Belair)

- A. Market Strategies and Strategic Planning, L.A. R.S. 46:1073**
- B. CEO Evaluation**

Motioned by Ms. McBride, seconded by Mr. Gaudet to go into Executive Session.

Public Comments:
None

Motion passed: 7 Yeas, 0 Nays, 3 Absent, 1 Present not voting.

Convened at: 7:03 PM
Re-convened Regular Meeting at: 7:18 PM

Motioned by Mr. Gaudet, seconded by Ms. Michel to reconvene the regular meeting following Executive Session.

Public Comments:
None

Motion passed: 7 Yeas, 0 Nays, 3 Absent, 1 Present not voting.

Motioned by Mr. Gaudet, seconded by Ms. Baham to accept the Plaquemines Primary Care strategic plan as presented by the Board's Committee.

Public Comments:
None

Motion passed: 7 Yeas, 0 Nays, 3 Absent, 1 Present not voting.

Item XIII. Adjournment (Belair)

Motioned by Mr. Gaudet, seconded by Ms. Michel, to adjourn the meeting at 7:20 PM.

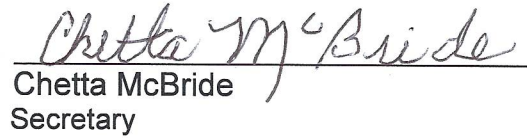
Public Comments:
None

Motion passed: 7 Yeas, 0 Nays 3 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 January 21, 2020.


Brigette Belair
Chairman


Chetta McBride
Secretary