

FINAL: APPROVED

PLAQUEMINES PRIMARY CARE, INC.
REGULAR BOARD MEETING
March 18, 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 Brigette Belair at 6:00 PM on March 18, 2021 by 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>
Brigette Belair:	<u>Present</u>	Patra Parker:	<u>Absent</u>
Nancy Michel:	<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: 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, Dr. Cartagena, Plaquemines Primary Care, Dale Adams, Chairman, Plaquemines Medical Center, Mena Marinovich, Board Member, Plaquemines Medical Center, Erin Braud, Board Member, Plaquemines Medical Center, Jane Tesvich, Board Member, Plaquemines Medical Center, Dr. Michael Kotler, Plaquemines Medical Center, Dr. William Kotler, Plaquemines Medical Center, Dr. Naeem, Plaquemines Medical Center, and Sandra Lode, Sandra Lode Consulting Group.

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

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

Motioned by Mr. Espadron, seconded by Mr. Gaudet, to amend the current agenda to add Purchase of Wanco Message Boards under New Business and COVID Update under Old Business.

Public Comments:
None

Motion passed: 7 Yeas, 0 Nays, 2 Absent, 1 Present not voting.

Item V. Approval of February 2021 Meeting Minutes. (Belair)

Motioned by Ms. Serpas, seconded by Mr. Gaudet, to approve the February 2021 minutes.

Public Comments:
None

Motion passed: 7 Yeas, 0 Nays, 2 Absent, 1 Present not voting.

Item VI. Financials: (Fisher)

A. February 2021 Financials

Ms. Colleen Fisher read through the February 2021 financial reports during the teleconference. Prior to the meeting, 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. Ms. Prest spoke briefly about the budget regarding the grant funding extensions. There were no questions and no items to discuss.

Motioned by Mr. Gaudet, seconded by Ms. Ly, to approve the February 2021 Financial Reports.

Public Comments:
None

Motion passed: 7 Yeas, 0 Nays, 2 Absent, 1 Present not voting.

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

Dr. Cartagena had nothing new to report this month.

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

Ms. Annette Cotton was not present.

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

Dr. Kotler had nothing new to report. Dr. Naeem discussed the development of a staff committee consisting of staff from both PMC and PPC. The goal of this committee is to provide the best quality healthcare to residents and visitors of our community and surrounding areas.

Public Comments:

None

Item X. New Business: (Belair)

A. Nominating Committee- Selection of Nominee

Ms. Baham presented a nominee to the Board to replace Mr. John Hymes, who resigned from the Board of Directors of Plaquemines Primary Care, INC. Ms. Baham briefly spoke about the nominee. The Board discussed and nominated a candidate to replace Mr. John Hymes. The vote is as followed:

Motioned by Mr. Gaudet, seconded by Mr. Espadron to accept Mr. James Saik to replace Mr. John Hymes, who resigned from the Board of Directors of PPC, INC.

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

Public Comments:
None

Motion passed: 8 Yeas, 0 Nays, 2 Absent.

B. Purchase of Wanco Message Boards

Ms. Harris presented to the Board a proposal for the purchase of three (3) message boards. Ms. Harris explained that these boards would be utilized for Covid-19 updates and other marketing purposes throughout the parish. The Board discussed.

Motioned by Mr. Gaudet, seconded by Ms. Baham, to allow Ms. Harris to obtain additional pricing, select a vendor, and purchase three (3) Wanco Message Boards.

Public Comments:
None

Motion passed: 7 Yeas, 0 Nays, 2 Absent, 1 Present not voting.

Item IX: Old Business (Belair)

A. COVID-19 Update

Ms. Harris gave a brief update regarding the COVID Vaccines. She stated that PPC had

administered Covid-19 vaccines to PPSB teachers and support staff, Belle Chasse Academy teachers and support staff, YMCA staff, and Daycare staff throughout the parish. As of March 18, 2021, PPC has distributed three hundred and thirty-five (335) vaccines to PPSB employees. PPC also distributed an additional 599 1st doses, of that two hundred and twenty (222) were distributed at the mass vaccine clinic held at the Buras Auditorium on March 15, 2021. Ms. Harris talked about a vaccine drive to be held on the Eastbank the first week in April. There were no questions.

Public Comments:
None

B. Board Training: Payment Reform Fundamentals for Health Center Boards

Ms. Harris provided a copy of the Board Training: Payment Reform Fundamentals for Health Center Boards to the Board before the meeting via email for their review. Ms. Harris spoke about the Board Member Boot Camp that Ms. Ancar attended. She plans to provide handouts to the Board. Ms. Ancar also spoke about the Boot Camp. There were no questions.

Public Comments:
None

C. Review and Approval of PPC's Emergency: Immediate Care of Patients Policy

Ms. Harris provided a copy of the Emergency: Immediate Care of Patients Policy to the Board prior to the meeting via email for their review and approval. The Board discussed, and there were no questions.

Motioned by Ms. Ancar, seconded by Mr. Espadron, to approve PPC's Emergency: Immediate Care of Patients Policy

Public Comments:
None

Motion passed: 7 Yeas, 0 Nays, 2 Absent, 1 Present not voting.

D. Review and Approval of PPC's Medical Record and Retention Overview Policy

Ms. Harris provided a copy of the Medical Record and Retention Overview Policy to the Board prior to the meeting via email for their review and approval. The Board discussed, and there were no questions.

Motioned by Mr. Gaudet, seconded by Ms. Ancar, to approve PPC's Medical Record and Retention Overview Policy

Public Comments:
None

Motion passed: 7 Yeas, 0 Nays, 2 Absent, 1 Present not voting.

E. Physician Recruitment Update

Ms. Prest and Ms. Harris provided as update on the Endocrinologist who is interested in working with PPC. The Endocrinologist was presented a contract by PMC. However, she has taken a position with another company, but is still interested in working with PPC in the future.

Item XII. Adjournment (Belair)

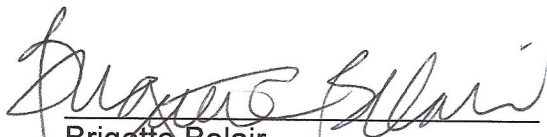
Motioned by Mr. Gaudet, seconded by Ms. Ancar, to adjourn the meeting at 6:39 PM.

Public Comments:
None

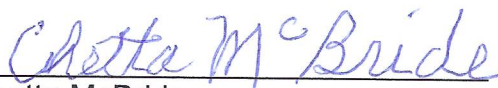
Motion passed: 7 Yeas, 0 Nays 2 Absent, 1 Present not voting.

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 18, 2021.



Brigette Belair
Chairman



Chetta McBride
Secretary