

# FINAL: APPROVED

## PLAQUEMINES MEDICAL CENTER REGULAR BOARD MEETING April 15, 2021

### 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 6:42 PM on April 15, 2021, by teleconference at the Plaquemines Medical Center, 27136 Hwy 23, Port Sulphur, LA. Hannaha Williams conducted the customary roll call of the Board Members and recorded and documented the minutes. The results were as follows:

Rechelle Ragas	<u>Absent</u>	Stanley Gaudet:	<u>Present</u>
Erin Braud:	<u>Absent</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, Dr. Cartagena, Plaquemines Primary, Dr. Michael Kotler, Plaquemines Medical Center, Dr. Mohammad Naeem, Plaquemines Medical Center, and Sandra Lode, Sandra Lode Consulting Group.

### Item III. Pledge of Allegiance: (WAIVED)

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

**Motioned by Ms. Marinovich, seconded by Ms. LaFrance, to approve the current agenda.**

Public Comments:  
None

**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

### Item V. Approval of March 2021 Regular Meeting Minutes. (Adams)

**Motioned by Ms. Marinovich, seconded by Mr. Gaudet, to approve the March 2021 Regular Meeting Minutes.**

Public Comments:  
None

**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

**Item VII. Ratification of February Meeting Minutes**

Mr. Adams explained an error in the February meeting minutes that needed to be corrected, but the minutes were already approved. The error was regarding Hazard Pay. A date was added for the extension of Hazard pay, but the Board did not agree to add a date. Mr. Adams said the date was removed and asked the Board to accept the ratification of the February minutes to reflect the changes.

**Motioned by Ms. Marinovich, seconded by Mr. Gaudet, to accept the ratification of the February 2021 Meeting Minutes.**

Public Comments:  
None

**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

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

**A. March 2021 Financial Reports**

During the teleconference, Ms. Colleen Fisher read through the March 2021 financial reports and asked the Board if anyone had questions. There were no questions and no items to discuss.

**Motioned by Ms. Marinovich, seconded by Ms. Belair, to approve the March 2021 Financial Reports.**

Public Comments:  
None

**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

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

Dr. Kotler spoke about his meetings with various companies and opportunities for PMC to provide additional services.

Ms. Martin updated the Board regarding COVID vaccines for the month. From March 18, 2021 - April 15, 2021, we have administered fourteen hundred and fifty-one (1451) vaccines. She mentioned that PMC & PPC would be continuing to distribute vaccines

throughout the parish. Ms. Martin encouraged the Board to have anyone they know interested in the vaccine; please call the clinic to set up an appointment.

Ms. Martin mentioned that hurricane season is quickly approaching. She asked the Board to check their re-entry placards. She plans to issue updated placards to any board member in need. Ms. Martin also spoke about our recent event. On April 1, 2021, together with PPC and the National Minority Health, PMC hosted Hopping over COVID Easter basket drive-thru giveaway from 4 PM – 6 PM and gave out approximately one hundred and seventy (170) baskets filled with Easter crafts, mask, face shields, fruit, and snacks. After the Hurricane planning meeting, PMC/PPC staff plans to host a Hurricane Preparedness/ COVID Prevention drive-thru giveaway event. The staff is working on planning and coordinating the logistics of the event and will advertise accordingly. Mr. Adams asked if individuals have to be a resident of Plaquemines Parish to receive the vaccine. Ms. Martin assured him that anyone who meets the CDC guidelines could receive the vaccine at PMC.

During the Zoom call, Dr. Naeem, Assistant Medical Director, briefly updated the Board on the clinical flow. He said everything is working smoothly and improving.

Public Comments:  
None

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

**A. Bad debt collection**

Ms. Prest spoke about the Bad debt Collection. She explained that the Board voted to send patients to collections in the past, meaning that the collection agency would send three letters to recoup monies; however, the companies were never included in the vote. Ms. Prest asked the Board to add companies to the bad debt collection and allow the collection agency to collect monies owed to PMC.

**Motioned by Ms. Marinovich, seconded by Mr. Gaudet, to collect monies owed to PMC from any persons or companies.**

Public Comments:  
None

**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

**Item IX. Old Business: (Adams)**

**A. Primary Care Update**

Ms. Harris gave a brief update regarding PPC. She mentioned that she hired a temporary billing company to assist with the billing for PPC because the staff has been administering vaccines. She stated that PPC had administered eight hundred and

sixteen (816) Covid-19 vaccines this month. In addition, PPC has distributed fifteen hundred (1500) vaccines since January 2021. Ms. Harris commended the staff for a job well done administering the vaccines. Ms. Harris said PPC had a total of one thousand two hundred and seventy-eight (1,278) patients this month, including in-patient visits, telemedicine visits, and COVID vaccines. There were no questions.

Public Comments:  
None

#### **Item X. COVID-19 Update**

From March 18, 2021, to April 15, 2021, we've tested five hundred and nineteen (519) patients, and of that, 14 were positive. Ms. Prest briefly talked about the various companies PMC has vaccinated. Among those were Daybrook Fisheries, Westbank Fishing, Chevron Oronite Oak Point Plant, Alliance Phillips 66 Refinery, and Plaquemines Parish Detention Center. She commended the staff for a job well done. PMC & PPC plan to continue to do their best to ensure everyone interested in receiving the vaccine can do so.

Public Comments:  
None

#### **Item XI. Executive Session: (Belair)**

##### **A. Market Strategies and Strategic Planning, L.A. R.S. 46:1073**

**Motioned by Mr. Marinovich, seconded by Mr. Gaudet to go into Executive Session.**

Public Comments:  
None

**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

Convened at: 7:08 PM  
Re-convened Regular Meeting at: 7:24 PM

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

Public Comments:  
None

**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

**Motioned by Ms. Marinovich, seconded by Ms. LaFrance to give Sanda Lode, grant writer, the authority to apply for a federal grant due on April 20, 2021.**

Public Comments:  
None

**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

**Item XII. Adjournment: (Adams)**


**Motioned by Ms. Marinovich, seconded by Mr. Gaudet, to adjourn the meeting at 7:26 PM.**


Public Comments:  
None

**Motion passed: 6 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 Commissioners of Plaquemines Parish Hospital Service District Number One d/b/a Plaquemines Medical Center, State of Louisiana, at its Regular Meeting on April 15, 2021.**

  
Dale Adams  
Chairman of the Board

  
Bonnie Thomas  
Vice-Chairman of the Board