

FINAL: APPROVED

PLAQUEMINES PRIMARY CARE, INC. SPECIAL FINANCIAL COMMITTEE MEETING OCTOBER 20TH, 2022

Item I. & II. Call to Order & Roll Call:

Call to Order and Roll Call - A Special meeting of the Finance Committee of the Board of Directors of Plaquemines Primary Care, Inc. was called to order by Finance Committee Chairman James Saik at 5:40 p.m. on October 20th, 2022, at the Plaquemines Medical Center, 27136 Hwy 23, Port Sulphur, LA. Tyler Overton conducted the customary roll call of the Board Members, as well as recorded and documented the minutes. The results were as follows.

James Saik: Present
Nancy Michel: Present

Stanley Gaudet: Present
Celeste Ancar: Absent

A quorum was declared present.

Also in attendance were: Jennifer Harris, Plaquemines Primary Care; Colleen Fisher, Plaquemines Medical Center; Tyler Overton, Plaquemines Medical Center

Item III. Review And Approval of Current Agenda: (Saik)

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

Public Comments:
None

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

Item IV. Old Business:

A. Review of HCP-2020-Main Grant

Ms. Fisher reviewed with the Committee the HCP-2020 grant and sent a quarterly report to the Financial Committee for their review. The report shows a breakdown of the expenditures budget sheet and remaining balance. Ms. Fisher noted that she was trying to improve the reports to make them similar to what was presented for the board meeting. She also expressed the grant is only for payroll and continued to explain that she and Ms. Harris discussed they will only pull one pay period per month until the end of January. Money leftover from the grant will be applied towards the end due to not wanting to exhaust the money before the grant's end.

Questions started with Mr. Gaudet asking what was the grant's use or loss date. Ms. Fisher responded with the date January 30th, 2023. Mr. Saik asked Ms. Fisher if she could round her numbers to make it more straightforward when explaining the financial

report. Ms. Fisher said she would round up in the future. Ms. Michel asked Ms. Fisher if this was the main grant. She concurred, saying that it is strictly used for salaries. Mr. Gaudet questioned in what periods PPC receives the money for the grant. Ms. Fisher replied that PPC is allocated the grant funds in HRSA's payment management system once PPC spends funds that are submitted for reimbursement. Although, no money is withdrawn until expenses have been made. No further questions were asked.

Public Comments:
None

B. Review of HCP- 2020-Hypertension Grant

Ms. Harris reviewed the HCP-2020 hypertension grant with the Committee and sent a quarterly report to the Financial Committee for their review. The report shows a breakdown of the expenditures budget sheet and remaining balance. These funds will be used for hypertension supplies and materials for patient use and monitoring.

Ms. Harris stated that no money was spent on this grant since last quarter. The Committee discussed this, and there were no further questions. Ms. Harris said letters have been sent out to all the patients who are on the list that have uncontrolled hypertension, which was roughly around 360-370 people. Certinell will follow up with the patients with a phone call in order to attempt to have the patients enrolled in the program. Once patients are enrolled, Certinell will distribute the blood pressure cuffs and assist the patients with device setup.

Public Comments:
None

C. Review of H8FCS41240- American Rescue Plan Act

Ms. Harris reviewed with the Committee the H8FCS41240- American Rescue Plan Act grant and sent a quarterly report to the Financial Committee for their review. The report shows a breakdown of the expenditures budget sheet and remaining balance. Ms. Fisher stated that these funds would be utilized for School-based health, PPC's biller salary, and COVID-related supplies. Funds were also used for travel expenses.

Ms. Harris began by pointing out that this grant expires in March 2023 but is working on an extension that is expected to be finalized. She included the fact that other facilities are in the process of obtaining no-cost extensions. This funding can be used towards marketing and increasing facility access. Amongst other marketing ventures, this grant will be helping fund the geofencing campaign for PPC. The Committee discussed this, and there were no further questions.

Public Comments:
None

D. Review of C8ECS44663- Capital Improvement

Ms. Harris reviewed with the Committee the C8ECS44663- Capital Improvement grant. She reminded the Committee that this grant would be used to purchase another mobile unit. Ms. Harris did speak to Ms. Lengel with Healthsure. For a similar mobile unit, like PMC already owns, it would be about \$15,000 for insurance for liability and property. Due to accessibility, Ms. Harris stated that if PPC were to pursue purchasing a mobile medical unit that is a little smaller, and more compact, maybe PPC would leave it in the West Bank for easy access to patients. Ms. Harris continued to say that she would reprice and find a unit within the allotted range.

Mr. Saik opened the discussion to the placement and protection of the mobile unit. Ms. Harris scouted a few areas and discussed the longevity of the unit. Mr. Gaudet and Ms. Michel interjected with ideas for placement, such as near the sheriff's office or courthouse, areas that would lend protection. Ms. Harris said she would take the proper steps to find a protected location. The Committee discussed this, and there were no further questions.

Ms. Fisher mentioned that the grant money had not been spent, but they are required to report the amounts throughout the time of the grant. Mr. Gaudet asked where the reports were stored. Ms. Fisher responded that they are stored safely in her office and password protected on her computer. After discussion, the Committee agreed documentation was held in a secure location with only authorization from select personnel.

Public Comments:

None

E. Review of Rural Health Integration Initiative (RHII)

Ms. Harris reviewed the Rural Health Integration Initiative (RHII) grant with the Committee. These grant funds are to be spent on women's health. Ms. Harris discussed how the first scheduled meeting went during the first week of October.

She stated PPC had their on-site meeting with the representative from the RHII program and brought their crew, and it was a fantastic meeting. Ms. Harris also said PPC has some training and other goals to be done by January 2023. The training courses take time, but the PPC staff works diligently to complete them. PPC is planning on doing a pre-implementation starting January 2023 as well.

Ms. Harris had the idea of using this grant funding to pay for one of the mobile mammogram units to come here. Ms. Harris also reached out to a colleague with a unit that comes every month to their clinic. She is asking follow-up questions to venture more into using a mobile unit for mammograms. The Committee discussed this, and there were no further questions.

Public Comments:
None

Item VI. Adjournment (Saik)

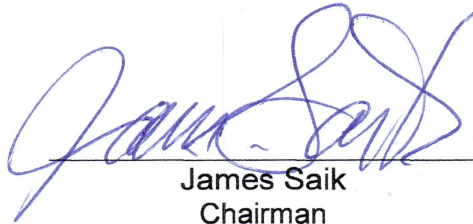
Motioned by Mr. Gaudet, seconded by Ms. Michel, to adjourn the meeting at 6:03 p.m.

Public Comments:
None

Motion passed: 2 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 Finance Committee 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 special meeting of the Finance Committee on October 20th, 2022.



James Saik
Chairman