

FINAL: APPROVED

PLAQUEMINES MEDICAL CENTER REGULAR BOARD MEETING August 18, 2022

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 7:02 pm on August 18, 2022, at 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:

Rechelle Ragas:	<u>Present</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>Absent</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; Colleen Fisher, Plaquemines Medical Center; Hannah Williams, Plaquemines Medical Center; Tyler Overton, Plaquemines Medical Center; Dr. William Kotler, Plaquemines Medical Center; Dr. Michael Kotler, Plaquemines Medical Center; Monica Martin, Plaquemines Medical Center; and Jennifer Harris, Plaquemines Primary Care; Karen Zegura, Board Member, Plaquemines Primary Care; Dominick Scandurro, Scandurro & Layrisson, LLC., Dennis Rodgers (present via Zoom), Spectrum Employee Services; Jamie Welsh (present via Zoom), Rostan; Pollyanna Lengel (present via Zoom), Health Sure (present via Zoom); and Samantha Giraldo.

Item III. Pledge of Allegiance: (Adams)

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

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

Public Comments:
None

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

Item V. Approval of June 2022 Regular Meeting Minutes. (Adams)

Motioned by Ms. Belair, seconded by Ms. Thomas, to approve the June 2022 Regular Meeting Minutes.

Public Comments:
None

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

Item VI. Financials: (Fisher)

A. June 2022 Financial Reports

Ms. Fisher provided a copy of the June 2022 Financial reports to the Board via email before the meeting for their review for approval. During the meeting, Ms. Fisher read through the June 2022 financial reports, read aloud the Profit & Loss Budget vs. the Actual year-to-date comparison, and discussed the Billing Stats and the visit count. There were no questions or additional items to discuss.

Motioned by Ms. Belair, seconded by Mr. Gaudet, to approve the June 2022 Financial Report.

Public Comments:
None

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

B. July 2022 Financial Reports

Ms. Fisher provided a copy of the July 2022 Financial reports to the Board via email before the meeting for their review for approval. During the meeting, Ms. Fisher read through the July 2022 financial reports and read aloud the Profit & Loss Budget vs. the Actual year-to-date comparison. Ms. Belair inquired about net income (number 10) being lower than last year. Ms. Fisher and Ms. Prest explained this is due to not receiving reimbursement for COVID-19, hurricane relief funds, and the use of agency nurses, of which we will see reimbursements in the future. Ms. Fisher discussed the Billing Stats and the visit count. There were no questions or additional items to discuss.

Motioned by Ms. Belair, seconded by Mr. Gaudet, to approve the July 2022 Financial Report.

Public Comments:
None

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

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

Dr. William Kotler and Dr. Mohammed Naeem commented on increased patient visits in Urgent Care and the Occupational Medicine department. The increase allows patients to transition into Primary Care and Epic Physical Therapy. Ms. Prest added the center has seen an average of 65-75 patients daily. Dr. Michael Kotler inquired about the wait times. Dr. William Kotler responded with the wait times being acceptable, but Ms. Prest included they are preparing for an increase and mentioned training employees to assist in Occupational Medicine. Ms. Prest also stated that she participated in a meeting where there are about 600-1,000 workers at the Venture Global Plant down the road, and in the future, there will be about 3,000-5,000 workers. Ms. Prest commented that she is working on bringing additional personnel into Occupational Medicine and that Ms. LaTonya Hymes has done an excellent job fulfilling Ms. Vanessa Fisher's role during her absence. Dr. William Kotler concurred. Dr. William Kotler said they are increasing outreach with companies as the Venture Global Plant grows and ensure confidence that Plaquemines Medical Center can assist Venture Global. Ms. Martin included that she is reestablishing connections with contacts that may also be working with Venture Global.

Ms. Martin updated the Board regarding COVID and Flu stats. Ms. Martin noted that there had been an increase in the COVID stats. For August, we tested three hundred seventy-seven (377) patients for COVID, of which one hundred and four (104) were positive. PMC will administer COVID-19 vaccines and boosters weekly. Ms. Martin encouraged everyone to stay vigilant and continue following the CDC guidelines for handwashing, masking, and vaccination to protect themselves and others. PMC will begin administering the influenza vaccine in the first week of September.

Ms. Martin discussed the hurricane preparedness event at the YMCA and was excited to say it was successful. Ms. Martin also shared about the back-to-school drive and stated it had a great turnout at all locations. Ms. Martin also noted that PMC is gearing up for its Healthier Community Series monthly educational event. This month we are partnering up with the Plaquemines Parish Council on Aging to participate in their 1950's themed Senior Citizen's Prom hosted at the Port Sulphur YMCA.

Ms. Martin and Dr. Kotler discussed using PPE and receiving PPE from resources such as the Louisiana Department of Health and expressed the importance of protecting yourself from Monkey Pox.

Public Comments:
None

Item VIII. New Business: (Adams)

A. Adopt The Millage Rates for Tax Year 2022

Mr. Adam's read aloud the following resolution to adopt the tax rate for the year 2022:

PLAQUEMINES PARISH HOSPITAL SERVICE DISTRICT NUMBER ONE
d/b/a Plaquemines Medical Center

RESOLUTION NUMBER 1-2022

MOTION BY: _____

SECOND BY: _____

RESOLUTION TO ADOPT THE MILLAGE RATE FOR 'HOSPITAL SERVICE DISTRICT TAX – 15 YEARS' AND 'HOSPITAL SERVICE DISTRICT TAX – 10 YEARS' FOR THE 2022 TAX YEAR.

SECTION 1: BE IT RESOLVED, by the Board of Commissioners of the Plaquemines Parish Hospital Service District Number One, d/b/a Plaquemines Medical Center, in a public meeting held on August 18, 2022; the following millages are hereby levied on the 2022 tax roll on all property subject to taxation by Plaquemines Parish Hospital Service District Number 1:

MILLAGE

Hospital District Tax – 15 Years (1055 009):	2.890 mills
Hospital Service District No. 1- 10 Years (1055 0022):	3.00 mills

SECTION 2: BE IT FURTHER RESOLVED, by the Board of Commissioners of the Plaquemines Parish Hospital Service District Number One, d/b/a Plaquemines Medical Center, 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 2022, 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:

YEAS: _____

NAYS: _____

ABSTAINED: _____

ABSENT: _____

ATTEST:

APPROVED THIS 18TH DAY OF AUGUST 2022

Leslie Prest; Administrator

Dale Adams; Chairman

CERTIFICATE

I hereby certify that the foregoing is a true and exact copy of the resolution adopted at the board meeting held on August 18, 2022, at which meeting a quorum was present and voting.

Port Sulphur, Louisiana, this 18th day of August 2022

Leslie Prest; Administrator
Board of Commissioners of Plaquemines Parish
Hospital Service District Number One
d/b/a Plaquemines Medical Center
27136 Highway 23
Port Sulphur, LA 70083
(504) 564-3344

Motioned by Mr. Gaudet, seconded by Ms. Belair, to adopt the millage rates for the tax year 2022.

Hannaha Williams conducted a roll call vote; the result is as follows:

Rechelle Ragas:	<u>Yes</u>	Stanley Gaudet:	<u>Yes</u>
Erin Braud:	<u>Yes</u>	Norma Lafrance:	<u>Yes</u>
Brigette Belair:	<u>Yes</u>	Jane Tesvich:	<u>Yes</u>
Mena Marinovich:	<u>Absent</u>	Bonnie Thomas:	<u>Yes</u>
Dale Adams:	<u>Yes</u>		

Motion passed: 8 Yeas, 0 Nays, 1 Absent

Public Comments:
None

B. Task Order for Rostan

Ms. Prest introduced Ms. Jamie Welsh with Rostan Solutions LLC, who was present via Zoom to update the Board regarding reimbursement from FEMA. Ms. Prest explained that Rostan Solutions LLC assists with reimbursements regarding any state of an emergency event. Ms. Welsh provided recovery updates on COVID projects submitted through the FEMA assistance grant program and proposed adopting the new task order. Ms. Welsh recommended an increase from fifteen thousand to fifty thousand for a total management cost expense of one hundred and thirty-five thousand dollars. Ms. Prest concurred it would be wise to adopt the order due to the tediousness of the day-in and day-out processes.

Mr. Adams asked a question regarding the task order fee to ensure the precision of the cost. Ms. Welsh explained the fifty-thousand-dollar task force fee that she proposed is an estimate with keeping the budget in mind until the end of the year. From that point, we will reassess the new year from now on. Before moving on with the new task order, Ms. Braud questioned the current limit and timeframe. The Board discussed the fees, and there were no questions.

Motioned by Ms. Braud, seconded by Mr. Gaudet, to increase Rostan task order for the fee not to exceed fifty-thousand dollars by the end of 2022.

Public Comments:

None

Motion passed: 8 Yeas, 0 Nays, 1 Absent, 1 Present, not voting

C. Property Insurance Policy

Ms. Prest introduced Ms. Pollyanna Lengel regarding the property renewal. Ms. Lengel presented policy pricing with an illustration to the Board via Zoom. Ms. Lengel continued to address the layers of insurance to be covered and the risks of canceling policies during certain times. Ms. Braud questioned the insurance commission certificate. Ms. Prest noted that we are in the process of applying for it now. Ms. Prest discussed the process behind the certificate and how a claim must be made for each storm. Mr. Adams commented and explained that was not the case before but is now. Ms. Prest noted that we now have thirteen million coverage (fire, wind, and hail). Mr. Adams commented about how the building was meant to withstand category five hurricanes after the Board speculated the reasoning for carrying the insurance that is currently being held. The Board continued to discuss the property policy options and requested quotes if wind and hail were dropped from the policy. The Board then planned to revisit these items at next month's meeting.

Public Comments:

None

D. Special Olympics

A Special Olympics representative could not attend this month's meeting; however, Mr. Adams asked the Board if we could offer free physical examinations for Special Olympics participants who are residents of Plaquemines Parish. The Board discussed this, and there were no questions.

Motioned by Ms. LaFrance, seconded by Ms. Braud, to offer free physical examinations for Special Olympics participants who are residents of Plaquemines Parish.

Public Comments:
None

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

E. Spectrum – Presentation of Employee Benefits

Mr. Dennis Rogers was present via Zoom and presented the year 2022 employee benefits options to the board members. The Board discussed these options, and there were no questions. There was a five percent rate increase in the current employee medical coverage.

Motioned by Ms. Belair, seconded by Ms. Thomas, to maintain the current employee benefit program

Public Comments:
None

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

F. Bad Debt

Ms. Prest provided Excel spreadsheets of the specifics regarding the bad debt. There were various entities and companies that Ms. Prest contacted and resolved current standings concerning debt. Ms. Kristi Andrew was not present at this month's meeting. However, Ms. Andrew explained to Ms. Prest about the bad debt write-off. The explanation stated the write-off was for the duration of a six to seven-year period. Various reasons include members not found on policy, or the policy was termed, a patient may come in with a red/white/blue card, yet they have Humana or People's Health. Another reason could have been additional information requested from a member in the claim will not be considered until the information requested is received. The bad debt policy states that before any bad debt is written off, such items must be presented before the Board. The Board discussed this, and there were no questions.

Motioned by Ms. Belair, seconded by Ms. LaFrance, to allow Kristi Andrew to resolve the bad debt as presented.

Public Comments:
None

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

Item IX. Old Business: (Adams)

A. Update on Belle Chasse Facility

Ms. Prest sent an email to the Board with information regarding updates to the new facility. It listed that the facility is moving positively, and pictures have been presented with plans of what the facility will resemble once established. Mr. Adams had questions regarding any holdups that were hindering the process of the facility being built. Ms. Prest responded that some corrections were being made to a current contract regarding soil sampling before anything could occur. Since then, they have been resolved, and we should be moving forward. The soil samples were assessed to determine if pillars needed to be placed before the additional thousand square feet is added. We should have all the paperwork at the next board meeting with more details regarding the building including the electrical and plumbing, to give the green light to acquire construction bids. Ms. Prest plans to have Kenneth Gowland from Metro Studio present at next month's meeting. There were no questions.

Public Comments:
None

B. COVID-19 Update

Dr. William Kotler and Dr. Mohammed Naeem commented on the severity of symptoms from COVID have lessened. There were no questions.

Public Comments:
None

C. Primary Care Update

Everyone was present at the PPC meeting. However, Ms. Harris mentioned the extended hours every Tuesday for PPC will be 7 am – 7 pm.

Public Comments:
None

Item X. EXECUTIVE SESSION

A. Strategic Planning, LA.R.S.46:1073

Motioned by Ms. Thomas, seconded by Ms. Belair, to go into Executive Session

Public Comments:

None

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

Convened at: 8:31 PM

Re-Convened Regular Meeting at: 8:56 PM

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

Public Comments:

None

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

There were no votes taken, and no decisions were made.

Item XI. Adjournment: (Adams)

Motioned by Mr. Gaudet, seconded by Ms. Belair, to adjourn the meeting at 8:57 pm.


Public Comments:

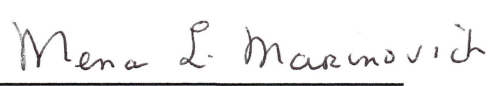
None

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 18, 2022.


Dale Adams
Chairman of the Board


Mena Marinovich
Secretary/Treasurer