

FINAL: APPROVED

PLAQUEMINES PRIMARY CARE, INC. 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 Directors of Plaquemines Primary Care, Inc. was called to order by Brigitte Belair, Vice-Chairwomen, at 6:06 pm on August 18, 2022, 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.

Keith Espadron:	Absent	Yona Serpas:	Absent
Brigitte Belair:	Present	Gaynel Baham:	Absent
Karen Cook:	Present	Patra Parker:	Present
James Saik:	Present	Stanley Gaudet:	Present
Nancy Michel:	Present	Karen Zegura:	Present
Celeste Ancar:	Present		

A quorum was declared present.

Also in attendance were: Jennifer Harris, Plaquemines Primary Care; Dr. Cartagena, Plaquemines Primary Care; Annette Cotton, NP, Plaquemines Primary Care; Leslie Prest, Plaquemines Medical Center; Monica Martin, Plaquemines Medical Center; Hannaha Williams, Plaquemines Medical Center; Colleen Fisher, Plaquemines Medical Center; Tyler Overton, Plaquemines Medical Center; Dale Adams, Chariman, Plaquemines Medical Center; Norma LaFrance, Board Member, Plaquemines Medical Center; Jane Tesvich, Board Member, Plaquemines Medical Center; Erin Braud, Board Member, Plaquemines Medical Center; Bonnie Thomas, Board Member, Plaquemines Medical Center; Rechelle Ragas, Board Member, Plaquemines Medical Center; Dr. Michael Kotler, Plaquemines Medical Center; Dr. William Kotler, Plaquemines Medical Center; Dominick Scandurro, Scandurro & Layrisson, LLC; and Samantha Giraldo.

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

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

Motioned by Mr. Gaudet, seconded by Mr. Saik, to approve the current agenda as presented.

Public Comments: None

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

Item V. Approval of July 2022 Meeting Minutes. (Belair)

Motioned by Mr. Gaudet, seconded by Ms. Michel, to approve the July 2022 Meeting Minutes as presented.

Public Comments: None

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

Item VI. Financials: (Harris)

A. & B. July 2022 Financials

Ms. Fisher provided the Board with a copy of the financial reports via email for their review prior to the meeting and read through the July 2022 financial reports during the meeting. Ms. Belair questioned regarding the 340B Program; Ms. Harris explained that this decrease is due to reversals of approved Medicaid claims and decreased 340B formulary. Ms. Fisher discussed the July 2022 Income Graph, July 2022 Expense Graph, 2022 Billing Statistics, and the July 2022 Payer Mix. Ms. Fisher discussed the July 2022 Visit Summary with the Board and provided a breakdown of the daily patient flow of each provider/service from the July 2022 Encounter Dashboard.

Ms. Fisher provided a graph reflecting patient collections for 2021 versus 2022. Ms. Harris also commented on the No-Show rate as presented. Ms. Fisher provided a graph that compared monthly expenses versus the monthly income.

Ms. Harris presented the Financial Performance Metrics and asked if anyone had questions. There were no questions and no other items to discuss.

Motioned by Mr. Gaudet, seconded by Ms. Parker, to approve the July 2022 Financial report.

Public Comments: None

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

Item VII. PPC Medical Director/Family Medicine Physician: (Dr. Maria Cartagena)

Dr. Cartagena discussed with the Board in regards to the suboxone clinic. Dr. Cartagena commented on the same-day close rate (closing of charts) and is in the process of researching alternatives to aid in the charting process and plans to update accordingly. She also discussed the hypertension program and how the program will help with managing the patient's health. Ms. Harris elaborated on hypertension procedures; the grant states that 51% of PPC's patient population diagnosed with hypertension must be enrolled in the program. However, we have enough funding to enroll 100% of our patient population with hypertension in the program. Enrolled patients will receive a free blood-pressure cuff equipped with a SIM card that automatically uploads data to a portal. The blood pressure readings will be monitored by clinical staff during regular business hours. Parameters will be set in terms of monitoring and data collection. The data provided will

be assessed by PPC clinical staff. Certintell Telehealth will assist with the hypertension program as well. The Board discussed this, and there were no questions.

Mr. Espadron joined the board meeting at this time. Ms. Belair expressed to the PPC staff an excellent job has been done and to keep up the great work.

Public Comment: None

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

Ms. Annette Cotton, NP, stated excitement about how there was an exceptional patient/provider rapport.

Public Comments: None

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

Dr. Michael Kotler nor Dr. Mohammad Naeem were present at the meeting. However, Ms. Monica Martin mentioned that PMC and PPC continue to work well together as one big team. PMC has been referring a good number of patients to PPC. There were no questions.

Public Comments: None

Item XI. New Business: (Espadron)

None

Item XI. Old Business (Espadron)

A. Board Training: Governance Chapter 2: Strategic Board Composition, Recruitment, Orientation, and Engagement

Ms. Harris provided an educational packet of Governance Chapter 2: Strategic Board Composition, Recruitment, Orientation, and Engagement via email to the Board for their review. She also reminded the board that they should have received an email regarding the sexual harassment and a training link. Ms. Harris requested that the Board have the sexual harassment training and ethics training completed promptly. Ms. Harris has sent the board members information regarding an upcoming virtual Board Member Bootcamp that will be held virtually on August 27, 2022. She encouraged everyone who could attend to please do so. The Board discussed this, and there were no questions.

Public Comments: None

B. Marketing

Mr. Espadron gave a brief update on his and Ms. Harris' meeting with Insyteful and said it was successful. Ms. Harris stated the new PPC website has been launched and encouraged the Board to glance over the website, PlaqueminesPrimary.com. Ms. Harris intends to research several geofencing marketing companies for pricing and will update the Board before moving forward. Mr. Espadron encouraged Board to view the website and self-audit it to ensure it was thorough. The Board discussed, and there were no questions.

Public Comments: None

C. Suboxone Clinic

Ms. Harris explains how she and Ms. Prest had a conversation about signs being placed regarding mental illness and addiction services that we provide at our facility around ferry stops as a start for outreach. The Board continued to discuss marketing strategies, and no questions were asked.

Public Comments: None

D. COVID-19 Update

Ms. Harris stated that testing for COVID has decreased, and there were a few positives so far in August. PPC currently has the rapid COVID test on hand. Vaccines and Boosters are also available weekly. She encouraged everyone to remain vigilant and follow the CDC guidelines as the number of COVID positives increases. Ms. Harris noted that PPC is continuing to provide free COVID testing to PPSB students and staff as needed. Ms. Harris stated that PPC will be offering Flu and COVID vaccines to the faculty and staff of the schools throughout the parish. There were no questions.

Public Comments: None

E. QI/QA: Review of Clinical Performance Metric

Ms. Harris provided the QI/QA Clinical Performance Metrics to the Board before the meeting via email for their review for approval. She noted that PPC had 1,024 unduplicated patients as of July 31st, and the same-day close rate has decreased slightly but is increasing and is currently in the 50s. As previously mentioned, Dr. Cartagena and Ms. Harris are researching alternatives to aid in the charting process and plan to update accordingly. The patient satisfaction was 100%, with 23 responses and zero grievances, and Ms. Harris also provided patient comments and reviews regarding the providers from July 2022. There were no comments or questions and no additional items to discuss.

Mr. Espadron complimented the PPC staff on the goals that have been met. Ms. Prest introduced Tyler Overton as the new Administrative Assistant.

Public Comments: None

Item XII. Adjournment (Espadron)

Motioned by Mr. Gaudet, seconded by Ms. Cook, to adjourn the meeting at 6:49 pm.

Public Comments: None

Motion passed: 8 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 August 18, 2022.



Keith Espadron
Chairman



Karen Cook
Secretary