

FINAL: APPROVED

PLAQUEMINES MEDICAL CENTER REGULAR BOARD MEETING June 16, 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 6:46 pm on June 16, 2022, at 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>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>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; Colleen Fisher, Plaquemines Medical Center; Hannaha Williams, Plaquemines Medical Center; Monica Martin, Plaquemines Medical Center; and Jennifer Harris, Plaquemines Primary Care; and Dominick Scandurro, Scandurro & Latrisson, LLC.

Item III. Pledge of Allegiance: (Marinovich)

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

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

Public Comments:
None

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

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

Motioned by Ms. Marinovich, seconded by Ms. LaFrance, to approve the May 2022 Regular Meeting Minutes.

Public Comments:
None

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

Item VI. Financials: (Fisher)

A. & B. May 2022 Financial Reports

Ms. Fisher provided a copy of the May 2022 Financial reports to the Board via email before the meeting for their review for approval. During the meeting, she read through the May 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. Ms. Prest commented on the investment income and discussed options she plans to consider. There were no questions or additional items to discuss.

Motioned by Mr. Gaudet, seconded by Ms. Marinovich, to approve the May 2022 Financial Report.

Public Comments:

None

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

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

Dr. Michael Kotler was not present at this month's meeting; however, Dr. Naeem commented on the increase in the Occupational Medicine department and looking forward to the increase in urgent care and primary care.

Ms. Martin also noted that PMC is gearing up for its Healthier Community Series monthly educational event. This month the topic of discussion is Hurricane Preparedness. The event will be held on Thursday, June 23, 2022, from 10:30 am – to 12:30 pm at the Port Sulphur YMCA.

Ms. Martin updated the Board regarding COVID and Flu stats. She noted that there had been a significant decrease in the COVID stats. From May 16th to June 16th, we tested three hundred thirty-three (333) patients for COVID, of which sixty-nine (69) were positive. PMC will administer COVID-19 vaccines and boosters weekly. We tested one hundred eighty-six (186) patients for flu, of which fourteen (14) were positive. Ms. Martin noted that even though the mask mandate was lifted on a state level, it remains in effect for the local health settings. She encouraged everyone to stay vigilant and continue following the CDC guidelines for handwashing, masking, and vaccination to protect themselves and others.

Public Comments:

None

Item VIII. New Business: (Adams)

A. Current Contracts

Ms. Prest discussed with the Board the list of current contracts she sent everyone via email before the meeting. This list is something that has to be updated annually as part of the financial audit. There were no questions.

Public Comments:

None

B. Care Center- Renewal of Contract

Ms. Prest discussed the Care Center's contract renewal with the Board. They lease space from us to provide community mental health and substance abuse services. The Care Center would like to renew its current contract for an additional twenty-four (24) months at the same rate. The Board discussed, and there were no questions.

Motioned by Mr. Gaudet, seconded by Ms. Belair, to approve the renewal of the Care Center contract for two (2) additional years at the same rate.

Public Comments:

None

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

C. LaCour Dental- Renewal of Contract

Ms. Prest discussed the LaCour Dental contract renewal. The current lease is up on July 31st. This is her second five (5) year option on her lease, which states that the second five (5) year option is \$2400.00 per month. She is currently paying \$1800.00, which was voted upon by the Board. Dr. LaCour couldn't make the meeting this month. However, Ms. Prest spoke with her, and she is requesting \$ 2100.00 per month instead of increasing to \$2400.00 per month for her second five (5) year option. Dr. LaCour has increased her days from 1 to 4 days a week with one Saturday per month. Mr. Gaudet asked if she could be subject to renewal every year, and Ms. Prest suggested we stay at the five (5) year renewal option instead. The Board discussed, and there we no questions.

Motioned by Ms. Marinovich, seconded by Ms. Braud, to approve the renewal of the LaCour Dental contract for a second five (5) year option at the rate of \$2100.00 per month.

Public Comments:

None

D. Millage Renewal

Ms. Prest discussed the millage adoption for 2022. She noted that we have two Millages. The first millage, which is our ten-year millage, we currently collect 3.29 mills; however, this millage was the most recently voted upon in 2020 and was voted to collect 3.0 mills this year. The fifteen-year millage is currently collecting 2.89 mills, our adjusted max mills. Ms. Prest hired Foley & Judell, L.L.P. to assist with this year's Millage renewal. The Board discussed, and there were no questions. The Board agreed to keep the rates the same and add the Millage Renewal to next month's agenda.

Public Comments:
None

E. Sexual Harassment

Ms. Prest mentioned that as part of the agreed-upon procedures the Louisiana Legislative Auditors set forth, all employees and Board Members must complete the sexual harassment training. Ms. Monica Martin and Ms. Hannah Williams have been working on the training logistics and plan to update everyone accordingly. The training links will be emailed to everyone.

Public Comments:
None

F. Financial Audit Update

As previously mentioned, as part of the agreed-upon procedures the Louisiana Legislative Auditors set forth, all employees and Board Members must complete the sexual harassment training annually.

Public Comments:
None

G. Property Insurance Policy

Ms. Prest provided the Board with a copy of the email regarding an increase in the property insurance policy for their review. Mr. Adams noted that the property insurance could increase significantly. Ms. Prest explained that prior to switching to HealthSure, Daul Insurance notified us of an increase in the yearly amount. In the meantime, Ms. Prest contacted GOHSEP to determine how much coverage we had to carry on the facility. That is the required coverage amount unless you have an Insurance Commission Certificate (ICC). You have to apply for a letter from the governor stating that you can not afford that amount of insurance. We have one of those letters from 2016, but after further conversation with GOHSEP, we learned that this ICC certificate must be applied for and approved after every disaster. The Board discussed, and there were no questions or additional items to discuss.

Public Comments:
None

Item IX. Old Business: (Adams)

A. Update on Belle Chasse Facility

At last month's meeting, the Board discussed their concerns regarding the floor plans for the building in Belle Chasse. Ms. Prest submitted the changes and presented updated photos reflecting the structure changes. Ms. Prest also talked about things she and the team have been working on lately. She noted the meeting with a cabinetry company. They have submitted the specifications and an equipment list; this will help with the planning process for electrical and plumbing. Mr. Scandurro had concerns about parking spaces and if it's enough space; the Board discussed their concerns and options, and Ms. Prest noted there are 25 parking spots available. There were no additional questions or items to discuss.

Public Comments:
None

B. COVID-19 Update

Please refer to the comments made by Ms. Martin earlier in the meeting.

Public Comments:
None

C. Primary Care Update

Everyone was present at the PPC meeting. However, Ms. Harris announced that starting July 5th, every Tuesday. The hours for PPC will be 7 am – 7 pm, hoping to keep capturing patients who need extended hours. She also noted that they are starting the LaSOR program, which is medically assisted treatment for substance abuse. Ms. Harris also announced the award of the Reproductive Health Integration Initiative Grant. She plans to update everyone accordingly as she learns more information. PPC staff had an excellent training session hosted by Louisiana Healthcare Connections on fluoride varnish treatments for children, which helps to decrease cavities and can be treated in the clinic at the time of their appointment. There we no questions.

Public Comments:
None

Item X. Adjournment: (Adams)

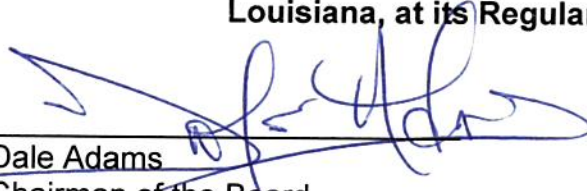
Motioned by Ms. Marinovich, seconded by Ms. Belair, to adjourn the meeting at 7:35 pm.


Public Comments:
None

Motion passed: 8 Yeas, 0 Nays, 0 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 June 16, 2022.


Dale Adams
Chairman of the Board


Mena Marinovich *absent*
Secretary/Treasurer