

# FINAL: APPROVED

## PLAQUEMINES PRIMARY CARE, INC. SPECIAL FINANCIAL COMMITTEE MEETING JANUARY 19, 2023

### 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 5:38 p.m. on January 19, 2023, at the Plaquemines Medical Center, 27136 Hwy 23, Port Sulphur, LA. Tyler Overton conducted the customary roll call of the Committee Members, as well as recorded and documented the minutes. The results were as follows.

James Saik: Present  
Nancy Michel: Absent

Stanley Gaudet: Present  
Celeste Ancar: Present

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 Mr. Gaudet, seconded by Ms. Ancar, to approve the current agenda.**

Public Comments:  
None

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

### Item IV. New Business:

#### A. Review of H8G-ACA-Covid-19 Grant

Ms. Harris started by stating that this grant has a short lifespan of six months and has very specific guidelines on how it can be used. Ms. Harris discussed the possibility of using these funds for marketing, related to covid vaccinations and brand awareness.

She stated Insyteful had brought attention and opportunities to PPC. She stated that she is looking into using some of this new funding to do a new campaign on the Eastbank related also to covid vaccinations and brand awareness. Ms. Harris plans to bring this idea to the board shortly.

Public Comments:  
None

## **Item V. Old Business:**

### **A. Review of HCP-2020-Main Grant**

Ms. Fisher reviewed with the Committee the HCP-2020 grant and sent the quarterly report to the Financial Committee for their review. The report shows a breakdown of the expenditures budget sheet and remaining balance. She described the comparisons and contrasts of the third to the fourth quarter for the board to understand the breakdown.

Mr. Gaudet and Mr. Saik asked about payroll taxes for the employees. As an example, Ms. Fisher described the process of taxes between full-time and part-time employees to make it clear to the board how payroll taxes worked. No further questions were asked.

Public Comments:  
None

### **B. Review of HCP-2020-Hypertension Funding**

Ms. Harris said there was no new data to present for the financials for the HCP-2020-Hypertension Funding grant.

Ms. Harris explained to the committee she is continuing to work with Certintell, who does outreach for the hypertension program. Ms. Harris has looked at similar programs and how they recruit and retain patients who enroll in hypertension programs. She plans to take the positive notes from other programs and bring them to Certintell's attention so PPC can have a higher enrollment rate. Ms. Harris stated that PPC is not the only facility struggling to enroll patients. There were no questions or comments.

Public Comments:  
None

### **C. Review of H8FCCS41240-American Rescue Plan**

Initially, this rescue plan was going to last until March 2023. Ms. Harris stated she will be requesting a no-cost extension to extend the funding period. She plans to utilize the funds where it is necessary.

Public Comments:  
None

### **D. Review of H8FCCS41240-Capital Improvement**

Ms. Harris focused on speaking about obtaining a second mobile unit. She explained that she is doing her best to acquire the mobile unit in the most efficient way possible. There were no questions or comments.

Public Comments:  
None

**E. Review of Rural Health Integration Initiative (RHII)**

Ms. Harris said she had signed the first part of the agreement initiating the implementation phase. She explained the funding and how the staff will be trained on Title X funding to ensure all requirements are met. Most of the team has completed their online courses and is moving quickly to meet part of the requirement of the signed agreement.

Ms. Harris discussed the current EMR system and how it can process Title X reporting. She will clarify with PPC's current EMR system, to confirm that they can process the reports correctly.

Public Comments:  
None

**Item VI. Adjournment (Saik)**

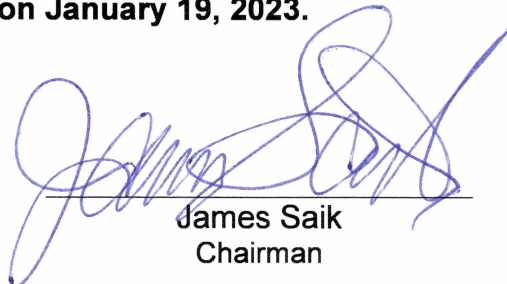
**Motioned by Mr. Gaudet, seconded by Ms. Ancar, to adjourn the meeting at 6:04 p.m.**

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 January 19, 2023.**



James Saik  
Chairman