

# FINAL: APPROVED

## PLAQUEMINES MEDICAL CENTER REGULAR BOARD MEETING January 19, 2023

### 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 January 19, 2023, 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>Absent</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; Tyler Overton, Plaquemines Medical Center; Monica Martin, Plaquemines Medical Center; Jennifer Harris, Plaquemines Primary Care; Dominick Scandurro, Scandurro & Layrison, LLC; Rob Vidacovich, Executone Systems; Kenneth Gowland, MetroStudio

### Item III. Pledge of Allegiance: (Marinovich)

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

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

Public Comments:  
None

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

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

**Motioned by Ms. Marinovich, seconded by Mr. Gaudet, to approve the December 2022 Regular Meeting Minutes.**

Public Comments:  
None

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

**Item VI. Financials: (Fisher)**

**A. & B. December 2022 Financial Report and Approval**

Ms. Fisher provided the Board with a copy of the December 2022 Financial reports via email before the meeting for their review. During the meeting, Ms. Fisher read through the December 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.

During the financial report review it was shared that there were a few adjustments to be made by the CPA that the financial report was not completely reflecting due to it being the end of the year. During the discussion of the visit count, Ms. Fisher noted the increase in visits for occupational medicine. She predicted the visit count would go up now that the holidays are over.

Mr. Adams had a few questions about collections. Ms. Prest responded with a brief breakdown of percentages collected by PMC. There were no further questions or comments.

**Motioned by Ms. Marinovich, seconded by Mr. Gaudet, to approve the December 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 were absent during this board meeting. Ms. Martin gave a brief overview to The Board.

Ms. Martin stated PMC had completed 349 COVID tests, with 68 positives. For Flu, PMC has administered 329 tests with 22 positives. There were 19 RSV tests on children five and under with 0 positive results.

Ms. Martin said there were not as many events due to PMC spending time on their Urgent Care Association Certification and having the Community Health Coordinator on maternity leave. PMC did have a Christmas giveaway with a great turnout. PMC/PPC had very few stockings left after the drive-thru giveaway was completed and gave the remainder to children who came into the facility afterward. PMC/PPC also attended an event in Boothville where LDH administered COVID vaccines and Second Harvest put on a food drive. There were no questions or comments.

Public Comments:  
None

**Item VIII. New Business: (Adams)**

- A.** To consider and take action with respect to adopting a resolution ordering and calling a special election to be held in Plaquemines Parish Hospital Service District Number One, State of Louisiana, to authorize the levy of a special tax therein, making application to the State Bond Commission, and providing for other matters in connection therewith.

Mr. Scandurro passed out the resolution to the board members and read aloud highlighted areas to the board. From there, Mr. Adams read the resolution aloud to the board:

RESOLUTION NO. 23-

A resolution approving the holding of an election in Plaquemines Parish Hospital Service District Number One, State of Louisiana, on Saturday, April 29, 2023, to authorize the levy of a special tax therein.

WHEREAS, the Board of Commissioners of Plaquemines Parish Hospital Service District Number One, State of Louisiana (the "Governing Authority"), acting as the governing authority of Plaquemines Parish Hospital Service District Number One, State of Louisiana (the "District"), plans to adopt a resolution on January 19, 2023, calling a special election in the District on Saturday, April 29, 2023, to authorize the levy of a special tax therein; and

WHEREAS, the governing authority of the District has requested that this Parish Council, acting as the governing authority of the Parish of Plaquemines, State of Louisiana, give its consent and authority for the District to hold the aforesaid election, and in the event that the election carries to levy and collect the special tax provided for therein; and

WHEREAS, as required by Article VI, Section 15 of the Constitution of the State of Louisiana of 1974, it is now the desire of this Parish Council to approve the holding of said election and in the event that the election carries, to levy and collect the special tax provided for therein;

NOW, THEREFORE, BE IT RESOLVED by the Plaquemines Parish Council, acting as the governing authority of said Parish, that:

SECTION 1. In compliance with the provisions of Article VI, Section 15 of the Constitution of the State of Louisiana of 1974, and in accordance with the request of the Board of Commissioners of Plaquemines Parish Hospital Service District Number One, State of Louisiana, this Parish Council hereby approves the holding of an election in the District, on Saturday, April 29, 2023, at which election there will be submitted the following proposition, to-wit:

PROPOSITION  
(IN-LIEU  
MILLAGE)

Shall Plaquemines Parish Hospital Service District Number One, State of Louisiana (the "District"), a parishwide hospital service district, levy a tax of 2.89 mills on all the property subject to taxation within the District (an estimated \$2,500,000 reasonably expected at this time to be collected from the levy of the tax for an entire year), for a period of fifteen (15) years, beginning with the year 2023 and ending with the year 2037, for the purpose of acquiring, constructing, improving, maintaining and operating public hospital buildings and health care facilities of and for the District, said tax to be in lieu of and completely replace an ad valorem tax currently being levied in Plaquemines Parish at the same rate and for the same purpose as authorized at an election held on May 2, 2009?

SECTION 2. In the event the election carries, this Parish Council hereby consents to and authorizes the District to levy and collect the special tax provided for therein and further agrees and covenants that it will no longer levy the ad valorem tax for public hospital buildings previously approved on May 2, 2009 and currently being levied at the rate of 2.89 mills (the "Current Tax"). It is the express intent of this Parish Council that, in the event the election carries, the Current Tax will be completely replaced by the newly-approved tax.

This resolution having been submitted to a vote, the vote thereon was as follows:

Mr. Adams called for a motion on the resolution and a roll call vote by Mr. Overton.

**Motioned by Mr. Gaudet, seconded by Ms. LaFrance, to submit to a vote for the following Resolution NO. 23, presented above.**

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

Public Comments:

None

**Item IX. Old Business: (Adams)**

**A. Update on Belle Chasse Facility, Read Bids, and Present Floor Plans  
(Kenneth Gowland)**

During December 2022 PMC Board Meeting, Mr. Adams read aloud the bids for the upcoming Belle Chasse Facility.

Kenneth Gowland of MetroStudio brought the printed floorplans of the new Belle Chasse Facility for the board to review. Mr. Gowland proceeded with an overview to the

board of the new facility. The board asked any questions about the floorplans as they looked at them together.

Afterward, Mr. Adams asked for a board member to motion to accept Voelkel McWilliams Construction as the construction company for the Belle Chasse Facility and to have a roll call vote done by Mr. Overton.

**Motioned by Ms. Marinovich, seconded by Ms. LaFrance, to accept Voelkel McWilliams Construction as the construction company for the Belle Chasse Facility.**

Rechelle Ragas:	<u>Absent</u>
Erin Braud:	<u>Yes</u>
Brigette Belair:	<u>Yes</u>
Mena Marinovich:	<u>Yes</u>
Dale Adams:	<u>Yes</u>

Stanley Gaudet:	<u>Yes</u>
Norma LaFrance:	<u>Yes</u>
Jane Tesvich:	<u>Yes</u>
Bonnie Thomas:	<u>Yes</u>

Public Comments:  
None

#### **B. COVID-19 Update**

Mr. Adams moved to bypass the COVID-19 update due to Ms. Martin previously providing the information in Item VII.

Public Comments:  
None

#### **C. Primary Care Update**

There was no new information on Plaquemines Primary Care to present to the board.

Public Comments:  
None

**Item X. Adjournment:** (Adams)

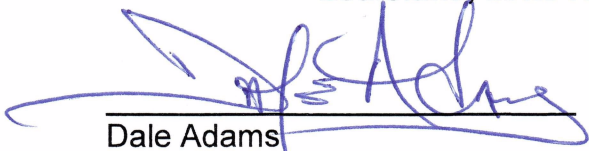
**Motioned by Mr. Gaudet, seconded by Ms. Marinovich, to adjourn the meeting at 7:52 pm.**

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 January 19, 2023.**



Dale Adams  
Chairman of the Board



Mena Marinovich  
Secretary/Treasurer

**PLAQUEMINES MEDICAL CENTER**  
**Profit & Loss Budget Overview**  
 January through December 2023

	Jan - Dec 23
Ordinary Income/Expense	
Income	
4110 · Patient Service Revenue, net	
4110-10 · Income-Billing	2,137,521.01
4110-20 · Income-Billing Contractual Adj	(854,579.37)
Total 4110 · Patient Service Revenue, net	1,282,941.64
4210 · Laboratory Service Revenue	
4210-10 · Specimen Collection	3,535.00
Total 4210 · Laboratory Service Revenue	3,535.00
4510 · Patient Services-Other	
4510-20 · Vaccinations	0.00
Total 4510 · Patient Services-Other	0.00
Total Income	1,286,476.64
Gross Profit	1,286,476.64
Expense	
5110 · Salaries and Related	
5111 · Payroll	
5111-10 · Staff Salaries	2,185,081.73
5111-20 · Payroll Tax	54,400.00
Total 5111 · Payroll	2,239,481.73
5115 · Employee Benefits	
5115-10 · Health	243,282.99
5115-20 · Retirement	223,430.91
Total 5115 · Employee Benefits	466,713.90
5118 · Compensated Absence	
5118-10 · Compensated Absences	15,000.00
Total 5118 · Compensated Absence	15,000.00
5119 · Pension Adjustment	
5119-10 · Pension Expense	150,000.00
Total 5119 · Pension Adjustment	150,000.00
Total 5110 · Salaries and Related	2,871,195.63
5120 · Professional Fees	
5120-10 · Accounting	58,000.00
5120-15 · Administrative	60,000.00
5120-20 · Billing	71,313.19
5120-30 · Consulting	0.00
5120-50 · Medical	705,000.00
5120-70 · IT/Computer	72,000.00
5120-75 · Legal	39,996.00
5120-80 · Website	1,500.00
5120-90 · Other	0.00
Total 5120 · Professional Fees	1,007,809.19
5130 · Supplies-Medical	
5130-10 · Lab	225,000.00
5130-20 · Medical & Pharm	120,000.00
5130-30 · Office & Print	1,392.82
Total 5130 · Supplies-Medical	346,392.82
5140 · Maintenance & Repair	
5141 · Maintenance	
5141-10 · Building	120,023.40

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Accrual Basis

**PLAQUEMINES MEDICAL CENTER**  
**Profit & Loss Budget Overview**  
 January through December 2023

	Jan - Dec 23
5141-25 · Equip (Medical/Clinical)	99,239.43
5141-30 · Equip (Office)	0.00
5141-50 · Vehicles	543.78
<b>Total 5141 · Maintenance</b>	<b>219,806.61</b>
5142 · Repairs	
5142-10 · Building	75,000.00
5142-25 · Equip (Medical/Clinical)	0.00
5142-30 · Equip (Office)	2,496.00
5142-35 · Equip (Other)	1,992.00
5142-50 · Vehicles	6,200.00
<b>Total 5142 · Repairs</b>	<b>85,688.00</b>
<b>Total 5140 · Maintenance &amp; Repair</b>	<b>305,494.61</b>
5150 · Purchased Services	
5150-10 · Pest control	4,615.00
5150-20 · Laboratory Services	14,970.86
5150-25 · Radiology/X-Ray Services	876.00
5150-30 · Linen/Janitorial	5,796.00
5150-40 · Payroll Processing	19,165.50
5150-50 · Physician Salaries	1,754,880.00
5150-80 · Security	172,829.50
5150-85 · Waste Disposal	5,635.50
5150-90 · Other	0.00
<b>Total 5150 · Purchased Services</b>	<b>1,978,768.36</b>
5160 · Utilities & Telephone	
5160-10 · Telephone, Cable, Internet	51,788.16
5160-50 · Utilities	232,360.40
<b>Total 5160 · Utilities &amp; Telephone</b>	<b>284,148.56</b>
5165 · Insurance	
5165-10 · D & O Insurance	51,973.09
5165-20 · Flood	6,937.28
5165-30 · Malpractice	107,326.72
5165-50 · Property	375,359.75
5165-60 · Automobile	28,537.30
5165-80 · Workers Comp	12,545.58
5165-90 · General	492.57
<b>Total 5165 · Insurance</b>	<b>583,172.29</b>
5170 · Administrative Expense	
5171 · General Administrative	
5171-10 · Advertising & Marketing	34,045.82
5171-15 · Dues & Subscriptions	1,166.29
5171-20 · Licenses & Permits	1,570.00
5171-50 · Fees-Other	205.00
5171-54 · Fees-Tax Collected Exp	11,006.25
<b>Total 5171 · General Administrative</b>	<b>47,993.36</b>
5172 · Bank Fees/Charges	
5172-10 · Bank Fees	0.00
5172-30 · Credit Card/Check Processing	6,362.92
<b>Total 5172 · Bank Fees/Charges</b>	<b>6,362.92</b>
5173 · Board Related Expenses	
5173-10 · Board Expenses	5,306.84
5173-20 · Legal Notices	2,811.75
<b>Total 5173 · Board Related Expenses</b>	<b>8,118.59</b>
5174 · Training & Travel Related	



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Accrual Basis

**PLAQUEMINES MEDICAL CENTER**  
**Profit & Loss Budget Overview**  
 January through December 2023

	Jan - Dec 23
<b>5173 · Board Related Expenses</b>	
5173-10 · Board Expenses	5,306.84
5173-20 · Legal Notices	2,811.75
<b>Total 5173 · Board Related Expenses</b>	<b>8,118.59</b>
<b>5174 · Training &amp; Travel Related</b>	
5174-10 · Education	6,260.19
5174-30 · Meals & Entertainment	5,040.00
5174-50 · Travel & Mileage	5,040.00
<b>Total 5174 · Training &amp; Travel Related</b>	<b>16,340.19</b>
<b>5175 · Office Expenses/Supplies</b>	
5175-10 · Computer Software/License	15,000.00
5175-20 · Postage	1,681.03
5175-40 · Supplies	26,095.78
5175-50 · Copiers	615.95
5175-90 · Other Office Expense	4,992.00
<b>Total 5175 · Office Expenses/Supplies</b>	<b>48,384.76</b>
<b>5176 · Furn/Fixture/Equip/Imp (non FA)</b>	
5176-10 · Small Tools/Equipment	3,983.51
5176-50 · Computers & Accessories	12,000.00
5176-70 · Medical Equipment	3,000.00
5176-80 · Office Furnishing	1,101.44
5176-90 · Other Equipment	3,600.00
5176-95 · Buildings/Improvements	0.00
<b>Total 5176 · Furn/Fixture/Equip/Imp (non FA)</b>	<b>23,684.95</b>
<b>5177 · Rental/Lease</b>	
5177-10 · Equipment	5,074.68
<b>Total 5177 · Rental/Lease</b>	<b>5,074.68</b>
<b>5179 · Other Expenses/Supplies</b>	
5179-10 · Fuel	5,496.00
5179-20 · Janitorial	15,000.00
<b>Total 5179 · Other Expenses/Supplies</b>	<b>20,496.00</b>
<b>Total 5170 · Administrative Expense</b>	<b>176,455.45</b>
<b>5185 · Depreciation</b>	
5185-10 · Cap Asset Depreciation	955,000.00
<b>Total 5185 · Depreciation</b>	<b>955,000.00</b>
<b>5188 · Bad Debt Expense</b>	
5188-10 · Ad Valorem-Millage	350,000.00
5188-20 · Ad Valorem-Operating	320,000.00
5188-50 · Billing	150,000.00
<b>Total 5188 · Bad Debt Expense</b>	<b>820,000.00</b>
<b>5190 · Other Expenses</b>	
5190-90 · Other	60.00
<b>Total 5190 · Other Expenses</b>	<b>60.00</b>
<b>Total Expense</b>	<b>9,328,496.91</b>
<b>Net Ordinary Income</b>	<b>(8,042,020.27)</b>

**PLAQUEMINES MEDICAL CENTER**  
**Profit & Loss Budget Overview**  
January through December 2023

	Jan - Dec 23
Other Income/Expense	
Other Income	
4522 · Ad Valorem Tax-Operating	
4522-10 · Tax Income Operating	2,100,000.00
Total 4522 · Ad Valorem Tax-Operating	2,100,000.00
4524 · Ad Valorem Tax-Millage	
4524-10 · Tax Income Millage	2,400,000.00
Total 4524 · Ad Valorem Tax-Millage	2,400,000.00
4530 · Grant Income	
4530-20 · FEMA Income	1,183,000.00
4530-90 · Donation	10,000.00
Total 4530 · Grant Income	1,193,000.00
4535 · Other Financial Assistance	
4535-20 · HHS CARES Act	0.00
Total 4535 · Other Financial Assistance	0.00
4545 · Gain/(Loss) on Disp of Assets	
4545-10 · Gain /(Loss) on Disp of Asset	(47,207.23)
Total 4545 · Gain/(Loss) on Disp of Assets	(47,207.23)
4550 · Miscellaneous Income	
4550-20 · Commissions-ATM	600.00
4550-30 · Rental Income	73,200.00
4550-45 · Application Fee	462.00
4550-70 · Incentives/Bonuses	1,051.92
4550-80 · Nonemployer Pension Contributio	0.00
4550-90 · Other	92.72
Total 4550 · Miscellaneous Income	75,406.64
4560 · Investment Income	
4560-10 · Interest Income	600,000.00
Total 4560 · Investment Income	600,000.00
4590 · Other Income	
4590-10 · Tax Income State Rev Sharing	0.00
4590-15 · Tax Income Wildlife Refuge	0.00
Total 4590 · Other Income	0.00
Total Other Income	6,321,199.41
Net Other Income	6,321,199.41
Net Income	(1,720,820.86)