

FINAL: APPROVED

**PLAQUEMINES PRIMARY CARE, INC.
REGULAR BOARD MEETING
July 20, 2023**

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 Keith Espadron, Chairman, at 8:49 pm on July 20, 2023, at the Plaquemines Medical Center, 27136 Hwy 23, Port Sulphur, LA. Tyler Overton conducted the customary roll call of the Board Members and recorded and documented the minutes. The results were as follows.

Keith Espadron:	<u>Present</u>	Celeste Ancar:	<u>Present</u>
Brigette Belair:	<u>Present</u>	Gaynel Baham:	<u>Present</u>
Karen Cook:	<u>Present</u>	Patra Parker:	<u>Absent</u>
James Saik:	<u>Present</u>	Stanley Gaudet:	<u>Present</u>
Nancy Michel:	<u>Absent</u>	Karen Zegura:	<u>Present</u>

A quorum was declared present.

Also in attendance were: Jennifer Harris, Plaquemines Primary Care; Leslie Prest, Plaquemines Medical Center; Tyler Overton, Plaquemines Medical Center; Colleen Fisher, Plaquemines Medical Center; Monica Martin, Plaquemines Medical Center; Dorothy Ludin, Board Member, Plaquemines Medical Center; Dominick Scandurro, Scandurro & Layrisson LLC; and Jay Lobrano, Carver, Darden, Koretzky, Tessier, Finn, Blossman, & Areaux, LLC.

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

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

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

Public Comments: None

Motion passed: 7 Yeas, 0 Nays, 2 Absent, and 1 present not voting

Item V. Approval of June 2023 Meeting Minutes: (Espadron)

Motioned by Ms. Belair, seconded by Ms. Cook, to approve the June 2023 Meeting Minutes as presented.

Public Comments: None

Motion passed: 7 Yeas, 0 Nays, 2 Absent, and 1 present not voting

Item VI. Financials: (Fisher)

A. & B. Financial Reports & Approval of May 2023 Financial Reports

Ms. Fisher provided a copy of the May 2023 Financial Reports for review and approval before the meeting. The board had no questions or comments.

Motioned by Ms. Zegura, seconded by Ms. Baham, to approve the May 2023 Financial Reports as presented.

Public Comments: None

Motion passed: 7 Yeas, 0 Nays, 2 Absent, and 1 present not voting

C. & D. Financial Reports & Approval of June 2023 Financial Reports

Ms. Fisher provided a copy of the June 2023 Financial Reports for review and approval before the meeting. The board had no questions or comments.

Motioned by Ms. Zegura, seconded by Ms. Baham, to approve the June 2023 Financial Reports as presented.

Public Comments: None

Motion passed: 7 Yeas, 0 Nays, 2 Absent, and 1 present not voting

Item VII. PPC Medical Director: (Dr. Maria Cartagena)

Dr. Cartagena was absent from the board meeting.

Public Comment: None

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

Ms. Annette Cotton, NP, was absent from the board meeting.

Public Comments: None

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

Dr. Michael Kotler and Dr. Mohammad Naeem were absent from the Board Meeting.

Ms. Harris announced that Plaquemines Primary Care will be present and utilize the mobile unit at Empire Rodeo on August 4th and 5th. There will be a Back-to-School Drive on August 3rd at Plaquemines Medical Center and on August 9th at the Percy M.

Griffin Community Center on the Eastbank. Sea Grant will host a Fisherman's Health Fair at the Port Sulphur YMCA on August 1st. PMC plans to attend and will provide health screenings. PPC also participated in the Davant DTR Festival on July 15th, which had a great turnout.

Ms. Martin joined the meeting to stress the rise in COVID numbers. If patients come in with respiratory issues, they will be asked to wear a mask.

Ms. Martin also announced that the lab at PMC passed its COLA certification. The board was pleased to hear the good news.

Mr. Espadron suggested that PPC do PSA screenings when community health screenings are being held. Ms. Harris also mentioned that PSA testing is a quality measure that PPC strives to meet.

Public Comments: None

Item X. New Business: (Espadron)

A. Moving PPC's August Board Meeting Date

Ms. Harris explained to the board that Plaquemines Medical Center would be moving their Board Meeting to August 10th due to a scheduling conflict. She asked the board if they would like to keep their date on the 17th or move it to the 10th to coincide with PMC's Board Meeting. The board had no issue moving the meeting up by a week to August 10th.

Motioned by Mr. Gaudet, seconded by Ms. Baham, to move PPC's August Board Meeting Date to August 10th.

Public Comments: None

Motion passed: 7 Yeas, 0 Nays, 2 Absent, and 1 present not voting

B. Discuss Additional Eastbank Services

Ms. Harris stated that she had a conversation with Rev. Edward (Plaquemines Parish Council, District 1) and discussed the needs of the Eastbank residents and how PPC could better meet the needs and expectations of the Eastbank residents. She stated that Rev. Edward expressed an interest in PPC not only continuing to provide services at the Percy M. Griffin Community Center but also providing services near the Scarsdale Ferry location an additional day each month so that the residents on the Northern end of the Eastbank of the parish would have better access to care.

Ms. Harris discussed this with her personnel and said the Braithwaite zip code is currently not in PPC's service district (with HRSA). She advised that PPC could request a change of scope with HRSA, to include this zip code.

Mr. Espadron said he supports the idea as long as HRSA approves it. Mr. Espadron made a resolution to support Ms. Harris with an additional day to serve the Eastbank.

Motioned by Ms. Ancar, seconded by Ms. Baham, for Ms. Harris to explore the ability to add additional services to the Eastbank.

Public Comments: None

Motion passed: 7 Yeas, 0 Nays, 2 Absent, and 1 present not voting

C. Service Area Competition (SAC) Application

Ms. Harris said PPC is working on our service area competition and that the FQHC application is due on August 23rd. Ms. Harris said she and Ms. Lode of Sandra Lode Consulting Group, LLC. are working closely to complete the application by the due date. There were no questions or comments from the board.

Public Comments: None

D. Medicaid Unwind Project Participation Agreement

Ms. Harris told the board that during the COVID pandemic, the Louisiana Department of Health was not required to determine eligibility for Louisiana Medicaid beneficiaries. However, this changed in April 2023, and LDH started re-determining eligibility for Medicaid recipients.

She continued to explain that the Medicaid Unwind program is where many residents in the state of Louisiana are at risk of losing their Medicaid coverage due to being ineligible.

LDH has tasked the Louisiana Primary Care Association, which has tasked the FQHCs in Louisiana, to educate and enroll Medicaid patients and perform outreach regarding benefits throughout the community.

Ms. Harris said Louisiana Primary Care Association obtained considerable funding, which will trickle down to PPC to have approximately \$223,000 for this project. These funds will be used for community outreach and education.

The Davant DTR Festival that PPC went to qualified, and PPC promoted outreach and Medicaid assistance regarding enrollment and getting the word out.

Ms. Harris has only seen drafts of the contract but not the final version. She knows that PPC will receive \$223,000 in divided portions. She asked permission from the board to review and sign the contract when it is finalized to obtain funds as soon as possible.

Motioned by Ms. Cook, seconded by Ms. Ancar, to approve Ms. Harris to move forward with signing the Medicaid Unwind Participation Agreement.

Public Comments: None

Motion passed: 7 Yeas, 0 Nays, 2 Absent, and 1 present not voting

Item XI. Old Business (Espadron)

A. Board Training-NACHC-Board Governance Handbook Chapter 6: Oversight of Health Center Risks

Ms. Harris provided the board with the NACHA-Board Governance Handbook Chapter 6: Oversight of Health Center Risks for their review. There were no questions or comments from the board at this time.

Public Comments: None

B. QI/QA: Review of Clinical Performance Metric

Ms. Harris provided the QI/QA Clinical Performance Metrics to the Board; with PPC having 1,083 unduplicated patients, days open (days documents remained open) was 2.8 days. The patient satisfaction score was 98.9%, with thirty (30) responses and zero (0) grievances. As of June, PPC had no positive cases of Flu but had five positive COVID test results.

Public Comments: None

C. Required Annual Ethics and Sexual Harassment Training

Ms. Harris said these training courses must be completed annually and are due by December 31st.

Instructions on completing these courses online have been emailed for the board to complete.

Public Comments: None

Item XII. Executive Session:

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

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

Public Comments: None

Motion passed: 7 Yeas, 0 Nays, 2 Absent, and 1 present not voting

Convened at: 8:52 PM

Re-convened at: 9:03 PM

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

Public Comments: None

Motion passed: 7 Yeas, 0 Nays, 2 Absent, and 1 present not voting

XIII. Selection of an attorney to represent PPC's Board of Directors (Espadron)

Motioned by Mr. Gaudet, seconded by Mr. Saik, to hire Mr. Jay Lobrano and Carver, Darden, Koretzky, Tessier, Finn, Blossman, & Areaux, LLC. to represent the Board of Directors of Plaquemines Primary Care, and also for the Chairman of the Board to negotiate an agreement of legal services with the firm and to make all action necessary to accomplish the purpose of this resolution.

Public Comments: None

Motion passed: 7 Yeas, 0 Nays, 2 Absent, and 1 present not voting

Motioned by Ms. Baham, seconded by Ms. Cook, to pass a conflict waiver with Plaquemines Parish Hospital Service District Number One d/b/a Plaquemines Medical Center and Plaquemines Primary Care, Inc. as presented by our present council.

Public Comments: None

Motion passed: 7 Yeas, 0 Nays, 2 Absent, and 1 present not voting

Item XIV. Adjournment (Espadron)

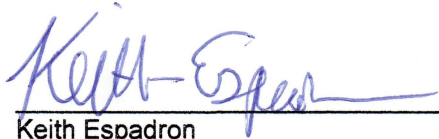
Motioned by Mr. Gaudet, seconded by Mr. Saik, to adjourn the meeting at 9:25 PM.

Public Comments: None

Motion passed: 7 Yeas, 0 Nays, 2 Absent, and 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 July 20, 2023.



Keith Espadron
Chairman



Karen Cook
Secretary