

# FINAL: APPROVED

## PLAQUEMINES MEDICAL CENTER REGULAR BOARD MEETING August 10, 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 6:04 pm on August 10, 2023, at 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:

Rechelle Ragas:	<u>Present</u>	Stanley Gaudet:	<u>Present</u>
Dorothy Lundin:	<u>Present</u>	Norma LaFrance:	<u>Present</u>
Brigette Belair:	<u>Absent</u>	Jane Tesvich:	<u>Absent</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; Micheal Kotler (6:17 PM), Medical Director, Plaquemines Medical Center; Mohammed Naeem (6:25 PM), Assistant Medical Director, Plaquemines Medical Center; Jennifer Harris, Plaquemines Primary Care; Dr. Cartagena Lab Director/Physician Primary Care (Present via Zoom), Plaquemines Primary Care; Nancy Michel (6:29 PM), Plaquemines Primary Care Board Member; Kenneth Gowland (present via Zoom), Metro Studios.

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

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

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

Public Comments:  
None

**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

**Item V. Approval of July 2023 Regular Meeting Minutes.** (Adams)

**Motioned by Ms. Marinovich, seconded by Ms. LaFrance, to approve the July 2023 Regular Meeting Minutes.**

Public Comments:  
None

**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

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

**A. & B. Review and Approval of July Financial Reports**

Ms. Prest provided a copy of the July 2023 financial reports to the Board via email before the meeting for their review and approval. Ms. Prest read through the July 2023 financial reports during the meeting. Ms. Prest reviewed the Profit & Loss Budget vs. the Actual year-to-date comparison, the July 2023 Income Graph, Expense Graph, Billing Statistics, and the July 2023 Payer Mix. She concluded the financials by explaining to the Board the July 2023 Visit Summary and a breakdown of the daily patient flow of each provider/service from the July 2023 Encounter Dashboard.

Ms. Prest lent insight on page 8, noting that insurance is prepaid in July. However, at the end of the year, Ms. Lori Meyers (CPA) will make adjustments to disburse the payment over twelve months. There is an increase in expenses due to replacing old computers and other necessary components. On page 9, grant income has increased due to reimbursement from FEMA for COVID.

Mr. Guadet asked how PMC is doing as far as collections. Ms. Prest said that three individual invoices are sent out. If an invoice is not paid after the three invoices are sent, the patient will receive a telephone call. If the balance is not paid, the patient is then sent to a credit agency.

**Motioned by Ms. Marinovich, seconded by Mr. Gaudet, to approve the July 2023 Financial Report.**

Public Comments:  
None

**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

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

Dr. William Kotler told the board that PMC had contacted representatives in Washington, D.C., to obtain the credentialing as a Rural Emergency Hospital, and is urging the representatives to visit the facility. With this credentialing, PMC can serve those within the surrounding areas without patients having to travel to facilities further away. Dr. Kotler told the Board he would update them with new information as he continued researching.

Ms. Martin updated the Board regarding COVID and Flu stats. She noted that as of July,



we tested two hundred and seven (207) patients for COVID, of which forty-four (44) were positive. Ms. Martin said that with recent COVID cases, individuals are not becoming too sick but instead are noticing long-term effects. She encouraged everyone to remain vigilant and continue following the CDC guidelines for handwashing, masking, and vaccination. We tested one hundred and sixty-seven (167) patients for Flu, of which seven (7) were positive. She also explained that the facility had seen a rise in cases of dehydration and said that during these heat advisories, stay as hydrated as possible.

Ms. Martin updated the Board regarding our past events. On August 3rd and August 9th, PMC, in partnership with PPC, Chevron Oronite Oak Point Plant, and Venture Global LNG, hosted its 6th annual back-to-school supply giveaways here at Plaquemines Medical Center and on the Eastbank at the Rev Percy Griffin Community Center. We supplied more than 300 students with backpacks and school supplies to prepare them for the 2023-2024 school year. Chevron Oronite Oak Point and Venture Global LNG sponsored these events.

Dr. Naeem commented on the increase in Urgent Care and Occupational Medicine patient visits from out of town. With this increase in individual visits, a higher number of families have come to the facility for Primary Care and other needs as well. The board discussed the higher numbers of visitors and the traffic they have seen on the streets alone, indicating that the facility will grow in patient numbers.

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

##### **A. Update on Belle Chasse Facility**

Kenneth Gowland announced to the Board that there are two upgrades to present to the Board for the Belle Chasse Facility. The first is to change the insulation to spray foam insulation on the existing building. This will improve the thermal performance of the building to decrease energy costs. The second change is to increase the resiliency of the roof. This would include the additional cost of structural upgrades, including a secondary adhered waterproofing layer under the metal roof. With the existing building, there will be additional metal and repairs to restore the second level. Overall, there will be structural upgrades, additional metal panels, and additional self-adhered waterproofing.

There may be credit that comes with the upgrades. Mr. Gowland said that he would be in touch with Ms. Prest about additional information. The Board discussed the insulation cost of the old portion of the new facility and whether the roof was worth the price. With the location and weather this area is affected by, the board decided to go through with the fortified roof for the new facility. They chose to stay with Batt insulation on the new portion of the facility and spray foam insulation on the old side of the Belle Chasse Facility.

**Motioned by Ms. Marinovich, seconded by Mr. Gaudet, to fortify the roof for the Belle Chasse Facility, stay with the Batt insulation of the new portion of the facility and foam insulation for the old portion of the facility.**

Public Comments:

Ms. Nancy Michel said she thought it was a great idea to fortify the roof for the new facility.

**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

#### **B. Update on Rural Emergency Hospital**

Ms. Prest explained that Plaquemines Medical Center has Medicare Part B insurance, which means we are a Clinic. Medicare Part A is required to be a hospital, FQHC, Home Health, Hospice, etc.

To become a Medicare Part A provider, PMC has to provide additional services. Ms. Prest has contacted Medicare (CMS) to get specifications on the application. The board had no further questions or comments at this time.

Public Comments:

None

#### **C. Update on the Sealing of Building and Landscaping**

Ms. Prest said that Apex contacted her and that the sealing of the building should begin on August 21st.

After many phone calls, Ms. Prest found an architect to draw up specific plans to update/replace landscaping. The landscape architect provided a rough estimate to provide specs and see us through the entire bid process.

**Motioned by Ms. Thomas, seconded by Ms. LaFrance, to hire an architect to create blueprints for landscaping.**

Public Comments:

None

**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

#### **D. Update on Cybersecurity**

Ms. Prest told the Board that she is still waiting on additional quotes to have a cost comparison on cybersecurity to present to the Board.

Public Comments:

None

#### **E. Ethics & Sexual Harassment**

Ms. Prest said she would continue to remind the Board to have their Sexual



Harassment and Ethics training done each meeting until every board member has completed their training.

Public Comments:  
None

**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

#### **F. Primary Care Update**

Ms. Harris said she is working on their Service Area Application, which is due August 23rd. The Screen-Up program and the Medicaid Unwind project continue to develop and grow. Ms. Harris also expressed to the Board that Plaquemines Primary Care has seen an increase in COVID numbers.

Public Comments:  
None

### **Item IX. EXECUTIVE SESSION**

#### **A. Strategic Planning, LA.R.S.46:1073**

**Motioned by Ms. Marinovich, seconded by Mr. Gaudet, to go into Executive Session**

Public Comments:  
None

**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting**

Convened at:	7:07 PM
Re-Convened Regular Meeting at:	7:41 PM

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

Public Comments:  
None

**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

**Motioned by Mr. Gaudet, seconded by Ms. LaFrance, to purchase two barrier-free examination chairs for the Belle Chasse Facility.**

Public Comments:  
None

**Motion passed: 6 Yeas, 0 Nays, 2 Absent, 1 Present not voting.**

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

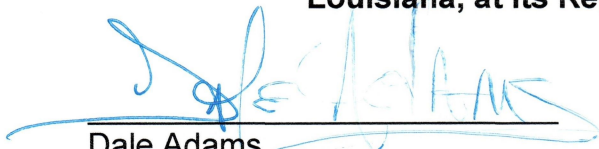
**Motioned by Ms. Marinovich, seconded by Ms. Thomas, to adjourn the meeting at 7:42 PM.**

Public Comments:  
None

**Motion passed: 6 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 Commissioners of Plaquemines Parish Hospital Service District Number One d/b/a Plaquemines Medical Center, State of Louisiana, at its Regular Meeting on August 10, 2023.**



Dale Adams  
Chairman of the Board



Mena Marinovich  
Secretary/Treasurer