

# FINAL: APPROVED

## PLAQUEMINES MEDICAL CENTER REGULAR BOARD MEETING October 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 6:04 pm on October 19, 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>Absent</u>  |
| Brigette Belair: | <u>Present</u> | Jane Tesvich:   | <u>Present</u> |
| Mena Marinovich: | <u>Present</u> | Bonnie Thomas:  | <u>Absent</u>  |
| Dale Adams:      | <u>Present</u> |                 |                |

A quorum was declared present.

Also in attendance were: Leslie Prest, Plaquemines Medical Center; Tyler Overton, Plaquemines Medical Center; Monica Martin (6:11 PM), Plaquemines Medical Center; Dr. William Kotler (6:15 PM), Plaquemines Medical Center; Jennifer Harris, Plaquemines Primary Care; Dr. Maria Cartagena Lab Director/Physician Primary Care; Jay Lobrano, Carver Darden; Victoria Hallberg, DigitalOptometrics (via Zoom); Michael Gitchel, DigitalOptometrics (via Zoom); Leachel McMillan, Magnolia Bark: Wound Consultants (via Zoom); Ambir McMillan, Magnolia Bark: Wound Consultants (via Zoom); Anthony Catalano, CMIT (via Zoom); Matthew Zuvich, USI One Advantage.

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

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

Additional Items:

Item IX. Old Business:

F. Cybersecurity

G. Sign For New Belle Chasse Facility

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

Public Comments:

None

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

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

**Motioned by Ms. Marinovich, seconded by Ms. Belair, to approve the September 2023 Regular Meeting Minutes.**

Public Comments:  
None

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

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

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

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

**Motioned by Ms. Marinovich, seconded by Ms. Lundin, to approve the October 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. Michael Kotler/Dr. Mohammed Naeem/Monica Martin)**

Dr. Michael Kotler and Dr. Mohammed Naeem could not attend the board meeting. Dr. William Kotler informed the board that Plaquemines Medical Center (PMC) is poised to welcome new Emergency Room Board Certified physicians who will serve at the facility. He highlighted a substantial surge in patient referrals from PMC to Plaquemines Primary Care (PPC) and noted that PMC also receives patients referred from PPC.

Mr. Adams suggested strategically promoting the affiliation between PMC and the new Belle Chasse Facility. In response, Ms. Prest informed the board that she is actively engaged in advertising efforts and is committed to intensifying the promotional campaign for the new facility.

Ms. Martin said the nursing care team is busy addressing the high workload, working closely with Ms. Harris to maintain a tight patient loop. Attention is also directed towards

supplies and outfitting the new Belle Chasse facility, with ongoing efforts to secure staffing for X-ray, lab, nursing, and medical assistants. Several candidates are in consideration, and interviews have been conducted. A nurse is set to start soon, and plans are to recruit additional staff through word of mouth for a smoother transition and increased workforce.

Public Comments:

None

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

### **A. Digital Optometrics (Victoria Hallberg-via Zoom)**

Victoria Hallberg from DigitalOptometrics shared with the board an overview of their services. The scope includes comprehensive remote eye exams using advanced technology. Founded by Dr. Howard, an optometrist, the company addresses the shortage of optometrists and the rise of online vision tests. They emphasize maintaining the doctor-patient relationship and integrating ocular health with vision. The process involves a remote technician conducting pretests instantly uploaded to a secure cloud server. The doctor then remotely controls equipment, performs the subjective refraction, and consults with the patient. The company offers flexibility for practices to use their doctors or rely on Digital Two Metrics' network. Ms. Hallberg discussed startup costs and the varying insurance coverage. During the presentation, the board discussed accuracy and the role of a physical presence in eye care and suggested further consideration before making a decision. There were no further comments from the board at this time.

### **B. Change Bylaws To Accommodate Board Members With a Disability (Leslie Prest)**

Mr. Jay Lobrano opened by discussing a recent session in which amendments to the 23rd session's rules and regulations were discussed. The changes focus on allowing board members with disabilities, as per the American Disabilities Act, to attend meetings via electronic means such as Zoom.

The discussion also touched upon the administrator title, suggesting changing it to Chief Executive Officer (CEO) to align with expectations, mainly when dealing with cooperative agreements or grants from other government agencies. The motion to officially recognize Ms. Prest as the Chief Executive Officer was proposed during the meeting. The issue stemmed from a previous occurrence where a signature was questioned due to the administrator title, highlighting the practical need for a CEO designation.

**Motioned by Mr. Gaudet, seconded by Ms. Marinovich to introduce a title change for Ms. Prest from Administrator to CEO.**

**Tyler Overton proceeded to conduct a roll call vote:**

Rechelle Ragas: Yea  
Dorothy Lundin: Yea  
Brigette Belair: Yea  
Mena Marinovich: Yea  
Dale Adams: Yea

Stanley Gaudet: Yea  
Norma LaFrance: Absent  
Jane Tesvich: Yea  
Bonnie Thomas: Absent

Public Comments:  
None

**Motion passed: 7 Yeas, 0 Nays, and 2 Absent.**

**C. Magnolia Bark Wound Care Nurse Practitioner (Leachel McMillan)**

Ms. Prest introduced nurse practitioner Leachel McMillan, who shared her proposal to lease space for wound care services with the board. Ms. McMillan provided insight into her extensive background, spanning over twenty years in nursing and close to seven years as a nurse practitioner specializing in wound care. She outlined her practice's presence in New Orleans East, offering services at the facility and conducting limited home visits in surrounding areas.

**IX. Old Business**

**A. Review of the Resolution To Hire Legal Counsel**

Mr. Jay Lobrano needed a motion to be hired as legal counsel to finalize his representation of Plaquemines Medical Center.

**Motioned by Ms. Marinovich, seconded by Ms. Belair to hire Jay Lobrano as Legal Counsel for Plaquemines Medical Center.**

Public Comments:  
None

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

**B. Review of the Contract for Professional Legal Services**

The board reviewed the legal contract for the professional legal services of Mr. Jay Lobrano prior to the board meeting. The board had no comments or questions regarding the contract.

Public Comments:  
None

### **C. Update on Belle Chasse Facility (Leslie Prest)**

Ms. Prest updated the board, inviting everyone to tour the ongoing developments at the Belle Chasse Facility recently, expressing gratitude to those who attended.

Public Comments:

None

### **D. Rural Emergency Hospital Update (Leslie Prest)**

Ms. Prest mentioned that limited details were available on the Rural Emergency Hospital Update. She outlined her plan to meet with Mr. Lobrano to collaborate on a presentation and arrange for state officials to visit the facility soon. The board had no further questions or comments at this time.

Public Comments:

None

### **E. Primary Care Update (Jennifer Harris)**

Ms. Harris stated that primary care services will be extended to the East Bank twice a month starting next month. The second Tuesday of the month will remain at Davant Community Center, and the fourth Tuesday (excluding December) will be at Bethlehem Baptist Church with Reverend Giles.

Ms. Harris shared exciting news. A mammogram bus will visit Plaquemines Medical Center quarterly, starting January 31st. The bus can accommodate 18 to 20 appointments daily and is open to clinic and public visitors. Dr. Cartagena will generously provide a standing order for those without one, making mammograms accessible to all. Dates for 2024 are confirmed, with the first session aligning with Breast Cancer Awareness Month.

A template flyer is in the works for the January 31st event, coinciding with Breast Cancer Awareness Month to raise awareness. Coordination with Dr. Eubanks, who shares the same clinic, aims to streamline mammograms and OB-GYN appointments on the same day. These initiatives reflect a commitment to expanding healthcare accessibility and promoting proactive health practices. The board was impressed and had no questions at this time.

Public Comments:

None

### **F. Cybersecurity**

In a recent meeting, Mr. Anthony Cantalano, in charge of CMIT Solutions, discussed two cybersecurity quotes received last month. The first, from CyberHoot, aligns with their existing partnerships and offers comprehensive services for a one-time fee and a

monthly charge. The second, from Burton, overlaps with services already provided or planned, with a set monthly cost. Mr. Cantalano recommended CyberHoot, emphasizing their certifications and ability to address audit requirements. Despite the higher cost, Mr. Cantalano believes it offers better value. Concerns were raised about duplicating services, and further negotiations with CyberHoot were proposed.

The board discussed the topic of cybersecurity and highlighted the importance of seeking additional quotes for comparison and exploring options aligned with the parish's specific needs. Ms. Prest told the board she would reach out to the Plaquemines Parish Government to try to implement what they are following regarding cybersecurity.

Public Comments:  
None

#### **G. Sign for New Belle Chasse Facility**

The new facility sign was publicly advertised for three weeks, generating two price proposals. The board selected Industrial Signs based on the positive past business relationships and lower cost. A motion was proposed to accept Industrial Signs' bid.

**Motioned by Ms. Marinovich, seconded by Ms. Belair to hire Industrial Signs to install the New Belle Chasse Facility Sign.**

Public Comments:  
None

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

#### **Item X. EXECUTIVE SESSION**

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

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

Public Comments:  
None

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

|  |                |
|--|----------------|
| <u>Convened at:</u>                    | <u>7:49 PM</u> |
| <u>Re-Convened Regular Meeting at:</u> | <u>8:24 PM</u> |

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

Public Comments:  
None

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

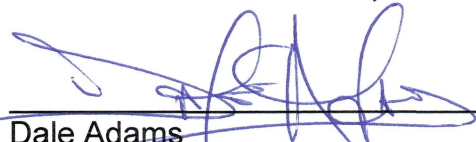
**Motioned by Mr. Gaudet, seconded by Ms. Marinovich, to adjourn the meeting at 8:38 PM.**


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 October 19, 2023.**

  
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Dale Adams  
Chairman of the Board

  
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Mena Marinovich  
Secretary/Treasurer