

FINAL: APPROVED

PLAQUEMINES PRIMARY CARE, INC.
REGULAR BOARD MEETING
September 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 7:05 pm on September 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>
Brigitte Belair:	<u>Present</u>	Gaynel Baham:	<u>Present</u>
Karen Cook:	<u>Absent</u>	Patra Parker:	<u>Present</u>
James Saik:	<u>Absent</u>	Stanley Gaudet:	<u>Present</u>
Nancy Michel:	<u>Absent</u>	Karen Zegura:	<u>Present</u> (7:06 PM)

A quorum was declared present.

Also in attendance were: Jennifer Harris, Plaquemines Primary Care; Dr. Maria Cartagena, Plaquemines Primary Care; Leslie Prest, Plaquemines Medical Center; Tyler Overton, Plaquemines Medical Center; Monica Martin (7:07 PM), Plaquemines Medical Center; Matthew Zuvich, USI One Advantage.

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

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

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

Public Comments: None

Motion passed: 6 Yeas, 0 Nays, 3 Absent, and 1 present not voting

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

Motioned by Ms. Baham, seconded by Ms. Parker, to approve the August 2023 Meeting Minutes as presented.

Public Comments: None

Motion passed: 6 Yeas, 0 Nays, 3 Absent, and 1 present not voting

Item VI. Financials: (Harris)

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

A copy of the August 2023 financial reports was emailed to the board for their review prior to the meeting. Ms. Harris read through the August 2023 Financial Reports, including the August 2023 Profit & Loss Budget vs. Actual Year-to-Date Comparison, the August 2023 Income Graph, the August 2023 Expense Graph, the 2023 Billing Statistics, the August 2023 Payer Mix, and the 2023 Financial Performance Metrics Dashboard. There were no questions or comments from the board at this time.

Motioned by Ms. Belair, seconded by Ms. Zegura, to approve the August 2023 Financial Reports as presented.

Public Comments: None

Motion passed: 6 Yeas, 0 Nays, 3 Absent, and 1 present not voting

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

Dr. Cartagena had nothing new to present to the board. However, Ms. Harris and Dr. Cartagena plan to present comparisons of companies they have been researching dealing with artificial intelligence for scribing to the board in the near future. Ms. Harris commented that Dr. Cartagena has been interviewing companies, and Ms. Harris was in the process of reviewing contracts.

Dr. Cartagena expressed that she was amazed at what she has learned through what artificial intelligence can do with scribing, but it will not replace a human being.

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. Martin informed the board on September 28th Plaquemines Medical Center will host a Blood Drive. She also stated that Plaquemines Medical Center and Plaquemines Primary Care continue to work side-by-side and that PMC continues to refer patients to PPC.

Public Comments: None

Item X. New Business: (Espadron)

A. Approval of the Service Area Competition (SAC) Application

Ms. Harris sent the submitted application to the board prior to the meeting. Mr. Espadron inquired if they had previously approved Ms. Harris to apply for this application. Ms. Harris stated the board approved the application being submitted due to the submission deadline at last month's board meeting. There were no further questions or comments from the board about the SAC application.

Motioned by Mr. Gaudet, seconded by Ms. Baham, for the Approval of the Service Area Competition (SAC) Application.

Public Comments: None

Motion passed: 6 Yeas, 0 Nays, 3 Absent, and 1 present not voting

B. Athena On-Site Training

Ms. Harris explained to the board that there was a rough onboarding with Athena and no on-site training was received in 2019 when PPC started using Athena. The more Plaquemines Primary Care (PPC) grows with the continuing additions of state grants, the more Ms. Harris realizes they are not using Athena to its total capacity.

With the approved use of a portion of the colorectal screening funds, Ms. Harris contacted Athena to see if live training was an option. Ms. Harris stated the rates she was given to the board for their opinion to continue with the contract. Ms. Harris reviewed the pricing, how many personnel would be coming from Athena, and other details with the board. Dr. Cartagena said once the contract is approved, PPC will know who and the number of people from Athena will be coming to the facility.

Dr. Cartagena said PPC must maintain pace with the modernization of technology as Artificial Intelligence (AI) grows in the medical sector. If PPC does not embrace the tools Athena offers, it will increase the workload and time to complete paperwork for each patient. The training will overall produce more efficiency and revenue for PPC.

The board discussed this and agreed to allow Ms. Harris to negotiate the contract under the discussed parameters. There were no further questions or comments.

Public Comments: None

C. Discuss date for PPC's December 2023 Board Meeting

The board agreed to move the December board meeting to December 14th. There was no further discussion on this topic.

Motioned by Ms. Ancar, seconded by Mr. Gaudet, to move PPC's December 2023 Board Meeting to December 14th.

Public Comments: None

Motion passed: 6 Yeas, 0 Nays, 3 Absent, and 1 present not voting

Item XI. Old Business (Espadron)

A. Board Training-NACHC-Board Governance Handbook Chapter 8: Policies

Ms. Harris provided the board with the NACHC-Board Governance Handbook Chapter 8: Policies 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 1,371 unduplicated patients, days open (days documents remained open) was 3.2 days. The same-day close rate for August was at 44%. The patient satisfaction score was 98.8%, with thirty (30) responses and zero (0) grievances.

Ms. Harris also stated that she is working on having the mobile mammogram unit at the facility for the early part of next year. She will provide the board with information as she continues to meet with the coordinator regarding this event.

Ms. Harris also emailed the board that the change of scope was approved to allow PPC an additional day on the Eastbank using the mobile unit.

Public Comments: None

C. Required Annual Ethics and Sexual Harassment Training

Ms. Harris reminded the board about the Ethics and Sexual Harassment Training. Ms. Harris stressed that these training courses must be completed annually and are due by December 31st.

Public Comments: None

Item XII. Adjournment (Espadron)

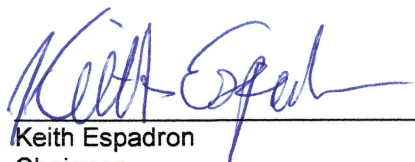
Motioned by Mr. Gaudet, seconded by Ms. Baham, to adjourn the meeting at 7:38 PM.

Public Comments: None


Motion passed: 6 Yeas, 0 Nays, 3 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 September 20, 2023.



Keith Espadron
Chairman



Karen Cook
Secretary