

FINAL COPY

PLAQUEMINES MEDICAL CENTER REGULAR BOARD MEETING February 15, 2024

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 February 15, 2024, at Plaquemines Medical Center, 27136 Hwy 23, Port Sulphur, LA. Leslie Prest conducted the customary roll call of The Board Members and recorded and documented the minutes. The results were as follows:

Rechelle Ragas:	<u>Present (6:13 PM)</u>	Stanley Gaudet:	<u>Present</u>
Dot Lundin:	<u>Absent</u>	Norma Lafrance:	<u>Present</u>
Brigette Belair:	<u>Absent</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; Tyler Overton, Plaquemines Medical Center; Monica Martin, Plaquemines Medical Center; LaTonya Sam-Hymes, Plaquemines Medical Center; Colleen Fisher, Plaquemines Medical Center; Trechel Ronquille; Plaquemines Medical Center; Dr. William Kotler, Plaquemines Medical Center; Jennifer Harris, Plaquemines Primary Care; Jay Lobrano, Carver Darden; Matthew Zuvich, USI One Advantage.

Item III. Call To Order: (Dale Adams)

Item IV. Roll Call: (Tyler Overton)

Item V. Pledge of Allegiance: (Mena Marinovich)

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

A. ADDITION: EXECUTIVE SESSION

Strategic Planning, LA. R.S. 46:1073

- Before NEW BUSINESS

B. OLD BUSINESS: B. Grand Opening Belle Chasse Facility, changed to OLD BUSINESS B. Update on Belle Chasse Facility

Motioned by Ms. Marinovich, seconded by Mr. Gaudet, to approve the February 2024 Amended Agenda.

Public Comments: None

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

Item VII. Approval of January 2024 Meeting Minutes: (Dale Adams)

Motioned by Ms. Marinovich, seconded by Mr. Gaudet, to approve the January 2024 Regular Meeting Minutes.

Public Comments: None

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

Item VIII. Financials: (Leslie Prest)

A. & B Financial Reports and Approval for January 2024 Financial Reports as Amended

Ms. Fisher emailed the Board a copy of the financial reports for review before the meeting. She read through the January 2024 financial reports during the meeting.

Ms. Prest stated that the budget needs to be amended secondary to the increase in physician salaries. It was noted that this amendment should be implemented before the next board meeting to accurately reflect the financial status for the remainder of the year.

Ms. Fisher reviewed the Profit & Loss Budget vs. the Actual year-to-date comparison, the January 2024 Income Graph, Expense Graph, Billing Statistics, and the January 2024 Payer Mix. She concluded the financials by explaining the January 2024 Visit Summary to the Board and a breakdown of the daily patient flow of each provider/service from the January 2024 Encounter Dashboard.

The board members discussed financial updates, with notable deliberations on asset valuation, Belle Chasse facility finances, and future financial planning considerations. There were no further questions or comments from the board at this time.

Motioned by Ms. Marinovich, seconded by Mr. Gaudet, to approve the January 2024 Financial Reports.

Public Comments: None

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

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

Dr. Kotler noted an increase in new patients since January and February, particularly highlighting a rise in drug screens. Ms. Martin shared preparations for the Belle Chasse facility, including equipment, staff training, and the influx of new patients. Discussion

ensued regarding staffing challenges and recruitment efforts, with optimism for easier recruitment once the facility is operational. The importance of maintaining familiar faces and ensuring cultural continuity was emphasized. The board acknowledged the updates and moved on to the next agenda item.

Public Comments: None

**Item X: EXECUTIVE SESSION
Strategic Planning, LA. R.S. 46:1073:**

Motioned by Ms. Marinovich, seconded by Ms. Thomas, 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>6:25 PM</u>
<u>Re-Convened Regular Meeting at:</u>	<u>7:04 PM</u>

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

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

Public Comments: None

During the executive session, it was disclosed that the X-ray equipment would require more voltage than initially anticipated, necessitating an upgrade to the electrical system. A motion was made to authorize the necessary upgrades and to approve any change orders required to add the equipment.

Motioned by Mr. Gaudet, seconded by Ms. LaFrance, to upgrade electrical equipment for the Belle Chasse Facility.

Public Comments: None

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

Item XI. New Business: (Dale Adams)

A. X-ray Equipment for Belle Chasse Facility

Discussed During Executive Session

Public Comments: None

B. Gathering Room Door Port Sulphur

Ms. Prest discussed the condition of the gathering room door downstairs and the need for its replacement. Efforts are ongoing to obtain multiple quotes for the replacement. Since any expenditure over a certain threshold requires board approval, it was proposed to authorize the replacement of the door once the lowest quote is obtained. The board had no further questions or comments at this time.

Motioned by Ms. Marinovich, seconded by Ms. LaFrance, to grant the authority to replace the gathering room door for the lowest quote.

Public Comments: None

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

Item XII. Old Business: (Dale Adams)

A. Irrigation and Landscaping for Belle Chasse Facility

Ms. Prest discussed landscaping and irrigation requirements at the Belle Chasse facility. After evaluating the available quotes, the board chose the most cost-effective option. Furthermore, the board explored the comprehensive maintenance packages offered, which included total upkeep of the facility's irrigation and landscaping for a fixed monthly fee. Deliberations encompassed the terms of the contracts, including the possibility of negotiating longer-term agreements and addressing potential fee adjustments over time. The board concluded the discussion without any additional inquiries or remarks.

Motioned by Ms. LaFrance, seconded by Ms. Marinovich, to proceed with the most economical quote for the installation of landscaping and the maintenance package at the Belle Chasse location.

Public Comments: None

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

B. Update on the Belle Chasse Facility

The discussion regarding the Belle Chasse facility primarily focused on logistical aspects, including updates on equipment deliveries, internet installation progress, and anticipated opening dates. Additionally, there were considerations for insurance coverage for the facility, with discussions around building and content values and flood and wind/hail insurance options. The board also addressed the lease of neighboring property, outlining terms for a three-month lease with a potential purchase option, subject to specific conditions. Furthermore, there were mentions of upcoming

inspections and necessary approvals related to these decisions.

Motioned by Ms. Marinovich, seconded by Ms. LaFrance, to purchase half a million dollars (\$500,000) in flood insurance for the Belle Chasse Facility.

Public Comments: None

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

Motioned by Ms. Thomas, seconded by Mr. Gaudet, to purchase insurance coverage on premium coverage specifically for wind and hail protection.

Public Comments: None

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

Mr. Lobrano discussed a three-month lease term with an option to purchase, aligning with the terms outlined in the existing purchase agreement and lease agreement for the property located at 8692 Highway 23, Belle Chasse, LA. Additionally, it was specified that the purchase of the property would be contingent upon several factors, including an appraisal, inspection and the acquisition of an easement for the sidewalk from the neighboring property owner.

Motioned by Ms. Marinovich, seconded by Ms. LaFrance, to lease the neighboring property adjacent to the Belle Chasse facility for a period of three months, with an option to purchase it as per the terms outlined in the lease agreement and contingent upon an appraisal, inspection and acquisition of an easement for the sidewalk from the neighboring property owner.

Public Comments: None

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

Towards the end of the discussion, it was noted that a roll call vote was deemed necessary because the board was considering a significant purchase involving the lease and purchase of neighboring property. This decision was made to ensure transparency and accountability in the voting process.

Public Comments None

Tyler proceeded to call role:

Rechelle Ragas: Absent
Dot Lundin: Absent
Brigette Belair: Yea
Mena Marinovich: Yea
Dale Adams: Yea

Stanley Gaudet: Yea
Norma Lafrance: Yea
Jane Tesvich: Yea
Bonnie Thomas: Yea

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

C. Rural Emergency Hospital Update

Ms. Prest and Mr. Lobrano provided an update on the progress, noting that they had received emails regarding the matter. However, there was optimism regarding the possibility of achieving the necessary amendment to a federal statute. Assistance had been secured from various sources to aid in the endeavor. Plans were in motion for Ms. Prest, Mr. Lobrano, and others to collaborate on drafting the required language, aiming to submit it to Senator Cassidy's office. The board had no further questions or comments at this time.

Public Comments: None

D. Elite Staffing NP/PA Payment Amount

Ms. Prest noted an item related to the purchase of equipment for the Belle Chasse facility, specifically for the pulmonary fit test machines. However, it was mentioned that this item had not been added to the agenda as initially intended. Following Ms. Prest's update on the purchase of equipment for the Belle Chasse facility, the board decided to proceed with the purchase despite the item not being formally added to the agenda. The board had no further comments at this time.

Motioned by Ms. LaFrance, seconded by Ms. Marinovich, to proceed with the purchase of the pulmonary fit test machine.

Public Comments: None

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

E. Quest In-Office Phlebotomist

Ms. Prest provided an update on the Quest in-office phlebotomist, indicating ongoing negotiations regarding the contract. The revised contract was forwarded today, with plans for further review by Mr. Lobrano. It was emphasized that Quest would not be paying rent but rather offering services in exchange for space, potentially offsetting some lab costs. The board decided to defer this topic for future consideration.

Public Comments: None

F. Primary Care Update: (Jennifer Harris)

Ms. Harris provided an update on Primary Care, noting the recent mammogram screenings conducted on January 31st, and announced forthcoming appointments scheduled for April 3rd, July 9th, and November 7th. Notably, the April schedule is nearly full, indicating a successful response from patients.

Additionally, she announced that Primary Care, in collaboration with Plaquemines Medical Center, will host a colorectal cancer awareness event on March 21st from 10:30 AM to 12:30 PM. This event will feature a walkthrough colon wall exhibit aimed at raising awareness about colorectal cancer. The board had no further questions or comments at this time.

Public Comments: None

Item XIII. Adjournment:


Motioned by Mr. Guadet, seconded by Ms. Marinovich, to adjourn the meeting at 7:37 PM.

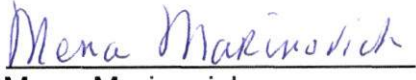
Public Comments: None

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 February 15, 2024.


Dale Adams
Chairman of the Board


Mena Marinovich
Secretary/Treasurer