



Prevoist Memorial Hospital

301 Memorial Drive
Donaldsonville, LA 70346
Ph# 225-473-7931

Board of Commissioners:
Michel Hirsch, M.D., Chairman
Glenn Schexnayder, M.D., Vice-Chairman
A.J. Gomez, Treasurer
Michael Medine, Recording Secretary
John Marchand, Commissioner

Vince A. Cataldo
Administrator
Joint Commission Approved

August 25, 2022

BOARD OF COMMISSIONERS MEETING AGENDA

- I. Call to Order
- II. Roll Call
- III. Public Comment
- IV. Reading and Approval of Minutes
- V. Reports of Standing Committees
 - A. Monthly Reports
 - 1. Financial Report
 - 2. Sales Tax Report
 - 3. Medical/Executive Committee
 - 4. Utilization Review Committee
 - 5. Operative and Invasive Committee
 - 6. Emergency Room Committee
 - 7. Safety Committee
 - 8. Administrative
- VI. Old Business
 - A. Recruitment and Retention
 - B. Electronic Medical Records/Promoting Interoperability Program
 - C. Radiology Services
 - D. Tele-Stroke
 - E. La. Health Care Quality Forum—La. Health Information Exchange (LAHIE)
 - F. Hospital Improvements & Renovations
 - G. West Ascension Parish
 - H. MOB (214 Clinic Drive)
 - I. Fuel Storage on Property for Disasters
 - J. Emergency Room Roof Repair
 - K. Ethics & Sexual Harassment Training
 - L. Trustee Self-Assessment

- M. Virtual Radiology (Teleradiology)
- N. ER/Hospitalists (Physician coverage – Blue Angels Health)
- O. Laboratory (wall & door)
- P. EMTALA
- Q. Medicaid Recall
- R. Investments
 - 1. Edward Jones
 - 2. PMH’s Investment Policy

VII. New Business

- A. Hospital Rooms – Minor Restoration
- B. Directed Payment Program (DPP)
- C. IT Room AC Addition

VIII. Continuing Education

- A. Printed Material
 - 1. Officials give update on early childhood development center (The Donaldsonville Chief, 7/21/22)
 - 2. Gonzales hospital close to deal on route to avoid traffic (The Advocate, 7/29/22)
 - 3. Deal on Capitol Hill could ease seniors’ health costs (The Advocate, 7/29/22)
 - 4. Land bought for new gas plant in Iberville parish (The Advocate, 7/30/22)
 - 5. CF Industries to expand LA facility (The Advocate, 8/6/22)
 - 6. Weekly look at COVID-19 in Louisiana (The Advocate, 08/07/22)
 - 7. A huge challenge (The Advocate, 8/9/22)
 - 8. U.S. Senate Passes Inflation Reduction Act (LHA Impact Weekly 08/08/22)
 - 9. Quarantine, distancing guidelines dropped (The Advocate, 08/12/22)
 - 10. Site for cancer center chosen, (The Advocate, 08/13/22)
 - 11. CF Industries mulling \$2B facility in Ascension, (The Advocate, 08/18/22)

IX. Adjournment

**PREVOST MEMORIAL HOSPITAL
BOARD OF COMMISSIONERS MEETING**

This is a confidential report as it is a report of this Board of Commissioners and the exercise of its functions.

DATE: August 25, 2022

TIME: 12:00 Noon

PLACE: Prevost Memorial Hospital Conference Room

MEMBERS:

Dr. Michel Hirsch, Chairman
Dr. Glenn Schexnayder, Vice Chairman
Mr. John Marchand
Mr. Michael Medine, Recording Secretary
Mr. A.J. Gomez, Treasurer
Mr. Vince Cataldo, Administrator

OTHERS PRESENT:

Ms. Nobie Landry, CFO
Ms. Loretta Larvadain, DON

ABSENT:

HOSPITAL ATTORNEY

Mr. Larry Buquoi

GUEST:

I. CALL TO ORDER

A. The meeting was called to order by Dr. Michel Hirsch, Chairman at 12:00 Noon.

II. Roll Call

A. All members were present.

III. Public Comment

A. None

IV. READING AND APPROVAL OF MINUTES:

A. There was no objection to the minutes of the July 28, 2022 meeting as distributed. The minutes were accepted as individually read.

V. REPORTS OF STANDING COMMITTEES

A. MONTHLY REPORTS

1. Financial Report

a. The monthly financial report was presented by Ms. Nobie Landry. On a motion by Dr. Glenn Schexnayder and a second by Mr. A.J. Gomez, the financial report was accepted as presented.

2. Sales Tax Report

a. Ms. Nobie Landry gave this report to the Board. The total sales tax collected for the month of June was \$165,151.41. This total showed an increase from June 2021.

3. Medical Staff/MEC Meeting

a. Mr. Vince Cataldo read this report to the Board. On a motion by Mr. Mike Medine, this report was accepted as read.

4. Utilization Review Committee

a.

SOCIAL SERVICES	July 2022
Patient Visits	4
Consultations	6
Observations	2
Referrals	1

b.

MEDICAID REVIEW	July 2022
Admits	0

c.

MONTHLY DENIALS	July 2022
Denials	0

d.

PHYSICIAN QUALITY PROBLEMS	July 2022
Acute / Observation Chart	0
Hospice Charts	0
Swing Charts	0
An incomplete chart would be missing one or more of the following: H & P, Discharge Summary, Unsigned Orders.	

e. Notice of Facility Quality Problems: None for July 2022.

f. Notice of Admission Denial: None for July 2022.

g.

MEDICARE / LHCR REVIEW	July 2022
Acute	0
Swing	0
Hospice	0
Inpatient Charts Requested for Review	0

h.

QA/I REVIEW	July 2022
ADMISSIONS (observations not included)	
Acute Admissions	1
Swing Admissions	0
Hospice Admissions	0
DISCHARGES	
Acute Discharges	
• Acute Discharged - Home	0
• Acute Discharged – Another Facility	0
• Acute Discharged – Nursing Home	0
• Acute Discharged – Swing	0
• Acute Discharged – Hospice	0
• Acute Discharged – Left AMA (against medical advice)	0
Swing Discharges	0
Hospice Discharges	0
DEATHS	
Acute Deaths	1
Swing Deaths	0
Hospice Deaths	0

The Board accepted this report as presented.

5. Operative and Invasive Procedures Committee

a. Wound Care Clinic

WOUND CARE CLINIC	July 2022
Patients seen	60
Specimen submitted	0

b. Emergency Department

EMERGENCY DEPT.	July 2022
Specimens received	0

c. Pathologist Review

PATHOLOGIST REVIEW	July 2022
Wound Care Specimens	0
OP/Emergency	0
Non-Gyn Cytologies	0

The Board accepted this report as presented.

6. Emergency Room Committee
 - a. The Board reviewed the minutes of the Emergency Room Committee meeting covering statistics for the month of July 2022.

There were no objections to the minutes as presented. See attached

July 2022 ER Stats	
Total Patients	475
Admissions	1
Observations	7
Transfers to another facility	29
Codes	1
Positive Outcomes	1
Expired	2
AMA	5
Left without being seen (includes triage)	4
Left prior to triage	2
Eloped (LDTX)	6
Returns to ED within 72 Hours	13
Returns w/same symptoms	12
Returns w/different symptoms	1
Patients received x-rays	198
# of x-rays	231
Interpretations differed from radiologist (ER Physician #11, #17)	2
# of Patients received CT Scans	69
# of CT Scans	77
Interpretations differed from radiologist (JF-2, JC-1, XGR-1)	4
Cardiac Thrombolytic administrations	0
Stroke Thrombolytic administration	0

The Board accepted this report as presented.

7. Safety Committee (07/01/22 to 07/31/22)
 - a. Committee Reports
 1. Environment of Care
 - a. Equipment Management Plan
 1. The Hear radio test was completed successfully on July 24, 2022.
 2. The monthly generator test was performed on July 24, 2022.
 - b. Safety/Risk Management Plan
 1. There was no activity to report at this time. We will continue to monitor.
 - c. Utilities Management Plan

1. The line isolation test was completed successfully on July 24, 2022.

d. Fire Prevention Plan/Life Safety Management Plan

1. There was no activity to report at this time. We will continue to monitor.

e. Security Management Plan

1. There was no activity to report at this time. We will continue to monitor.

f. Hazardous Materials and Waste Management Plan

1. There was no activity to report at this time. We will continue to monitor.

g. Emergency Management Plan

1. There was no activity to report at this time. We will continue to monitor.

2. Reports

a. Incident Reports

INCIDENTS	No. of Incidents
➤ Employee	0
➤ Physician	0
➤ Outpatient	0
➤ Visitor	0

b. Security Report

1. Security was reminded to always lock double doors leading into the Emergency Room.

c. Recalls

1. There were no drug recalls reported by Pharmacy. Pharmacy reports recalls on a quarterly basis.

2. There were no other recalls in any other department reported.

d. General Safety

1. The annual Safety Skills electronic version are being monitored for completion by employees. This includes the Sexual Harassment and Ethics.

b. Old Business

1. We are in a COVID 19 pandemic and are daily assessing the OEP and the President of the United States. We are following the visitor COVID-19 Policies. If any issues occur, contact our Infection Control Nurse.

- c. New Business for Safety Committee
 - 1. None

The Board accepted this report as presented.

- 8. Administrative
 - a. Complaints
 - 1. There were zero (0) complaints received in July 2022.
 - b. Pending Litigation

NAME	FILED	CLOSED
Kaiden LeBlanc	09/28/12	
James Mulvey	10/04/19	
Lynn Landry	08/19/20	
Stephen Brandly	09/28/20	
Reavon Gasper	02/21/22	

V. OLD BUSINESS

A. Recruitment and Retention

Ms. Loretta Larvadain gave this report to the Board. The nursing department has been having ongoing problems with staff shortages since December 2020. We are still struggling to fill shifts and work shorthanded for most shifts. Advertising on Facebook, the hospital website, newspapers and Indeed. Two contracts were signed with Advantage Medical Professionals for travel nurses. One RN was hired but she did not accept the job. She was expecting the pay to be adjusted for her years of experience. A lengthy discussion followed. A follow up report will be given at the next regular meeting.

B. Electronic Medical Records/Promoting Interoperability Program (Dr. Nagaratna Reddy) (CareSouth)

1. Electronic Medical Record

- a. Mr. Vince Cataldo gave this report to the Board. Athenahealth go live was August 6, 2019. Dr. Nagaratna Reddy and CareSouth requested an interface with our electronic medical record system. Dr. Reddy's interface was turned on and it worked great. Dr. Reddy then wanted something more and the interface is off now. The teams are working on new request. CareSouth has done a limited volume of work with us in the past six months. Med Q is requesting \$5,000 for this interface. It was decided that CareSouth volume does not warrant this expenditure. There is no new information to report. All work is still in progress. A follow up report will be given at the next regular meeting.

2. Promoting Interoperability Program

- a. Mr. Vince Cataldo gave this report to the Board. Athena is assisting LAHIE in updating upgrades required by CMS. A follow up report will be given at the next regular meeting.

C. Radiology Services

1. Mr. Vince Cataldo gave this report to the Board.

July 2022		
Service	No. of Patients	No. of Exams
X-rays ER	88	97
X-rays Out Patient	108	132
X-rays In Patient	2	2
CT Scan ER	48	56
CT Scan Out Patient	20	20
CT Scan In Patient	1	1
Bone Density	18	18
Cardiac Calcium Scoring	0	0
Lung Cancer Screening	1	1
Mammograms	51	51

D. Tele-Stroke

1. There was one (1) mock stroke patient and zero (0) stroke patients seen in the emergency room in July 2022. Thrombolytics were not administered. The robot was not utilized. The Robot should be utilized on all stroke patients.

E. LA Health Care Quality Forum/La. Health Information Exchange (LAHIE)

1. Mr. Vince Cataldo gave this report to the Board. LAHIE and Athena are continuing to work on interface. There is no new information to report. All work is in progress. A follow up report will be given at the next regular meeting.

F. Hospital Improvements & Renovations

1. Mr. Vince Cataldo gave this report to the Board. Mr. Henry Chauvin and Mr. Glenn Higgins worked with McKim & Creed to get the drainage impact study approved by CSRS. The architects are working on the specs so this construction can go out for bids. I spoke with Mr. Chauvin on August 12, 2022 and we discussed ways to expedite this project. A follow up report will be given at the next regular meeting.

G. West Ascension Parish

1. Mr. Vince Cataldo gave this report to the Board. Ascension Parish and Donaldsonville Leaders are looking for advice on how to revitalize Donaldsonville and the West Bank of Ascension Parish. There is no new information to report. A follow up report will be given at the next regular meeting.

H. MOB (214 Clinic Drive)

1. Electrical Work (Main Electrical Distribution Panel Replacement)
 - a. The main electrical box to the rear of the building is equipped with fuses and needs to be upgraded. Mr. Brandon Cortez (Electrical Engineer) with Castagnos, Goodwin & Utley did a site review and agrees that this needs an upgrade. This

upgrade will include a quick connection for a portable generator. At the November meeting, the board approved having this upgrade designed. Mr. Brandon Cortez has been extremely busy with emergency work caused by Hurricane Ida. On 7/25/22 a pre-bid meeting was held at the site. The bid was opened on August 9, 2022 at 2pm. The Board reviewed the bid and a discussion followed. Mr. Mike Medine motioned to accept this bid from C.J. Electrical. Dr. Glenn Schexnayder seconded the motion and the motion carried. A follow up report will be given at the next regular meeting.

2. Hurricane Damage
 - a. Mr. Vince Cataldo gave this report to the Board. Garcia Roofing has not returned to repair the roof. Vince has called Garcia several times for updates. On August 22, 2022 Vince Cataldo called Mr. Chuck LeBlanc to see if he can get this roof repair completed. A follow up report will be given at the next regular meeting.
- I. Fuel Storage on Property for Disasters
 1. Mr. Vince Cataldo gave this report to the Board. Mr. Cataldo is working with Mr. Frank Marcello and Mr. Taylor Marcello on this project. Mr. Frank Marcello called on August 19, 2022 to let me know that the tank is ready and he is working to secure the trailer. A follow up report will be given at the next regular meeting.
- J. Emergency Room Roof Repair
 1. Mr. Vince Cataldo gave this report to the Board. Cribbs Inc. was notified following the March Board meeting. The Cribbs representative said it would be repaired in 6 to 8 weeks. Mr. Vince Cataldo called the Cribbs Representative on 7/28/22 to check on the status of the repairs. The representative said the pitch (tar) will be delivered next week. It has rained just about every day since the projected date for pitch (tar) delivery. A follow up report will be given at the next regular meeting.
- K. Ethics & Sexual Harassment Training
 1. Mr. Vince Cataldo gave this report to the Board. It is mandatory that all board members of public bodies and all hospital employees receive ethics and sexual harassment training annually. Mr. James Breaux prepared instructions for each Board member to receive this training utilizing a link. We need two members to complete both trainings. A follow up report will be given at the next regular meeting.
- L. Trustee Self-Assessment
 1. Board members are required to complete a self-assessment document annually. Mr. Vince Cataldo gave each Board member the document to complete and return. We need two members to complete their self-assessments. A follow up report will be given at the next regular meeting.
- M. Virtual Radiology (Teleradiology)
 1. The problem with preliminary reports must have been resolved. I have not received any other complaints.
- N. ER/Hospitalists Blue Angels Health (Physician Coverage)
 1. Dr. Gruezke and Dr. Punukollu gave this report to the MEC on August 16, 2022. The July volume decreased by 35 patients and there was one admit and 7 observation patients.

Dr. Gruezke reported that the ER Physicians have been utilizing the Blue Angels website for CME's. A follow up report will be given at the next regular meeting.

O. Laboratory (wall & door)

1. Mr. Vince Cataldo gave this report to the Board. The project started on July 8, 2022 and is near completion. A follow up report will be given at the next regular meeting.

P. EMTALA

1. On June 28, 2022, the Department of Health and Hospital representative returned for follow-up visit related to EMTALA violation survey findings on 04/25/22. Ten medical records from ED were reviewed for transfer procedures. One out of ten of the records was missing a transfer form. The transfer form was missing on a patient that was transferred from ED by car.
2. On July 15, 2022, the hospital received a letter to submit a corrective plan of action about the missing transfer form.
3. On July 18, 2022, the corrective plan of action was submitted and approved by DHH. The requirement was that all nurses and doctors be educated on the transfer policies. All patients that transfer out to another facility must have a transfer consent signed by doctor and patient.

Q. Medicaid Recall

1. At the June 30, 2022 meeting, Mr. Larry Buquoi offered to correspond with the parties involved to see if he could obtain a copy of the existing contract with amendments. On the July 25, 2022 at our regular quarterly meeting a proposal was presented to reduce our cost by \$34, 450/year (see attached Proforma). On July 28, 2022 a proposal was presented to reduce our cost by \$71,583/year. We did receive a copy of the contract and we were told that there was an unexecuted amendment. Following a discussion Mr. Mike Medine motioned to offer Restorix (the wound care provider) a 90% deal on reimbursed amount for wound care services. Mr. J. Marchand seconded this motion and the motion carried. A follow up report will be given at the next regular meeting.

R. Investments

1. Ms. Nobie Landry gave this report to the Board. At the July 28, 2022 meeting the Board discussed investing more of the funds from the sales tax checking account. Ms. Nobie Landry called Mr. Ben Gluck and he made some recommendations. They averaged about 3.1%. Dr. Glenn Schexnayder asked about I-Bonds. Ms. Landry will call Mr. Gluck for information and the Board will be notified. A follow up report will be given at the next regular meeting.

V. NEW BUSINESS

A. Hospital Rooms – Minor Restoration

1. Mr. Vince Cataldo gave this report to the Board. We need to repaint a few of the inpatient rooms. The ideal location for this project would be some of the rooms on the West Wing (Rooms 1 – 10). This area is in the first phase of the hospital renovations. The East Wing will put the inpatients further from the nursing station. I will work with Mr. Henry Chauvin to resolve this problem. I am also having a problem contacting the interior decorator to choose the paint colors for the rooms. A follow up report will be given at the next regular meeting.

- B. Direct Payment Program (DPP)
 - 1. Ms. Nobie Landry gave this report to the Board. Each Board member was given a copy of the projected amount that Prevost would receive per year from this new program. Ms. Landry explained that we would have to sign a Corporate Endeavor Agreement (CEA) and open a new bank account at a designated bank. The Board had no objection. A follow up report will be given at the next regular meeting.

- C. IT Room AC Addition
 - 1. Mr. Robert Utley and Mr. Brandon Cortez have been working on a plan to add AC to the IT Room. The current system cannot get the temperature below 82° with all of the equipment in the IT Room. The engineers are recommending a mini-split to resolve this problem. Following a discussion, Mr. John Marchand motioned to approve this project. Mr. A.J. Gomez seconded this motion and the motion carried.

VI. CONTINUING EDUCATION

- A. A copy of the following articles was given to each Board Members:
 - 1. Officials give update on early childhood development center (The Donaldsonville Chief, 7/21/22)
 - 2. Gonzales hospital close to deal on route to avoid traffic (The Advocate, 7/29/22)
 - 3. Deal on Capitol Hill could ease seniors' health costs (The Advocate, 7/29/22)
 - 4. Land bought for new gas plant in Iberville parish (The Advocate, 7/30/22)
 - 5. CF Industries to expand LA facility (The Advocate, 8/6/22)
 - 6. Weekly look at COVID-19 in Louisiana (The Advocate, 08/07/22)
 - 7. A huge challenge (The Advocate, 8/9/22)
 - 8. U.S. Senate Passes Inflation Reduction Act (LHA Impact Weekly 08/08/22)
 - 9. Quarantine, distancing guidelines dropped (The Advocate, 08/12/22)
 - 10. Site for cancer center chosen, (The Advocate, 08/13/22)
 - 11. CF Industries mulling \$2B facility in Ascension, (The Advocate, 08/18/22)

VII. ADJOURNMENT

- A. There being no further business to discuss, a motion for adjournment was made by Dr. Michel Hirsch.

Dr. Michel Hirsch, Board Chairman

Mr. Vince Cataldo, Administrator/Secretary