



Vince A. Cataldo  
Administrator  
Joint Commission Approved

# *Prevoist Memorial Hospital*

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**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

**February 24, 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
  - B. Quarterly Reports
    - 1. None
  - C. Bi-Annual Reports
    - 1. None
- 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. National Fitness Campaign
  - H. Drainage Impact Study
  - I. Update on Mammography
  - J. Covid-19 Update
  - K. Updated PMH Handbook
  - L. West Ascension Parish
  - M. MOB (214 Clinic Drive)
  - N. Fuel Storage on Property for Disasters
  - O. Emergency Room Roof Repair
  - P. Ethics & Sexual Harassment Training
  - Q. Trustee Self-Assessment
  - R. Applications for Review & Reappointment
- VII. New Business
- A. Applications for Review and Approval of Provisional Privileges
  - B. Applications for Review and Approval of Full Privileges
  - C. Applications for Review and Reappointment
  - D. Vaccine Mandate
  - E. Mary Bird Perkins Cancer Screening
  - F. Virtual Radiology (Teleradiology)
  - G. Regular monthly meeting for the month of March
- VIII. Continuing Education
- A. Printed Material
    1. Lake buys stake in Spine Hospital (The Advocate 2/2/22)
    2. The Lake buys pediatric therapy clinic (The Advocate 2/8/22)
    3. Hospital pledge \$245M to LSU (The Advocate 2/12/22)
    4. Wester steps down as Lake CEO (The Advocate 2/17/22)
- 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:** February 24, 2022

**TIME:** 12:00 Noon

**PLACE:** Prevost Memorial Hospital Conference Room

**MEMBERS:**

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

**ABSENT:**

Mr. A.J. Gomez  
Dr. Glenn Schexnayder

**OTHERS PRESENT:**

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

**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. Dr. Glenn Schexnayder and Mr. A.J. Gomez were not present at this meeting.

**III. Public Comment**

A. None

**IV. READING AND APPROVAL OF MINUTES:**

A. There was no objection to the minutes of the January 27, 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 Mr. Michael Medine and a second by Mr. John Marchand, the financial report was accepted as presented.

b. A discussion was held on the reinvestment of one million dollars in Federal Farm Investments with Edward Jones for a five-year maturity. A motion was made by Mr. John Marchand to approve the investment. Mr. Michael Medine seconded the motion and the motion carried

2. Sales Tax Report

a. Ms. Nobie Landry gave this report to the Board. The total sales tax collected for the month of December 2021 was \$142,779.95. This total showed an increase from December 2020.

3. Medical Staff/MEC Meeting

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

4. Utilization Review Committee

a.

SOCIAL SERVICES	January 2022
Patient Visits	0
Consultations	0
Acute	0
Hospice	0
Swing	0

b.

MEDICAID REVIEW	January 2022
Admits	0

c.

MONTHLY DENIALS	January 2022
Denials	0

d.

PHYSICIAN QUALITY PROBLEMS	January 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 January 2022.

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

g.

MEDICARE / LHCR REVIEW	January 2022
Acute	1
Swing	0
Hospice	0
Inpatient Charts Requested for Review	0

h.

QA/I REVIEW	January 2022
ADMISSIONS:	
Acute Admissions	1
Swing Admissions	0
Hospice Admissions	0
Observation Admissions	4
Acute Inpatient Admits (screened against PI criteria)	0
Transferred	12
Readmitted (within 31 days)	0
Exceeded approved length of stay	0
Variances to review from November 2021	0

DISCHARGES:	
Acute Discharges	1
• Acute Discharged - Home	1
• 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
Acute Deaths	0
Swing Discharges	0
Swing Deaths	0
Hospice Discharges	0
Hospice Deaths	0

The Board accepted this report as presented.

5. Operative and Invasive Procedures Committee

a. Wound Care Clinic

WOUND CARE CLINIC	January 2022
Patients seen	59
Specimen submitted	0

b. Emergency Department

EMERGENCY DEPT.	January 2022
Specimens received	0

c. Pathologist Review

PATHOLOGIST REVIEW	January 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 February 2022 Emergency Room Committee meeting covering statistics for the month of January 2022. (See attached)

There were no objections to the minutes as presented.

January 2022 ER Stats	
Total Patients	697
Admissions	1
Observations	4
Transfers to another facility	12
Mortality	0
DOA	0
Codes not DOA	0
Positive Results	0
AMA	4
Left without being seen (includes triage)	12
Left prior to triage	5
Eloped (LDTX)	13
Returns to ED within 72 Hours	16
Returns w/same symptoms	8
Returns w/different symptoms	8
Patients received x-rays	115
No. of x-rays	126
Interpretations differed from radiologist One for ER Physician #8 Two for ER Physician #53	3
# of Patients received CT Scans	39
# of CT Scans	48
Interpretations differed from Radiologist	0
Cardiac Thrombolytic administrations	0
Stroke Thrombolytic administrations	0

Monthly ER Test Totals/Positive Results January 2022		
Test Name	Total orders	Positive Results
Flu A&B, Rapid	114	1
Strep A, Rapid	24	1
RSV, pediatric ( $\leq 5$ yrs)	2	0
COVID-19 Ab. (IgG/IgM)	0	0
COVID-19 Swab, PCR/NAA	365	192
		53% Positive

The Board accepted this report as presented.

7. Safety Committee (01/01/22 to 01/31/22)

a. Committee Reports

1. Environment of Care

a. Equipment Management Plan

1. The Hear radio test was completed successfully on January 24 and 31, 2022.
2. The monthly generator test was performed on January 5, 2022.
3. The emergency power generator test was performed by Mr. Sidney Goetz.

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 January 5, 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

<b>INCIDENTS</b>	<b>No. of Incidents</b>
➤ Employee	0
➤ Physician	0
➤ Outpatient	0
➤ Visitor	0

b. Security Report

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



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

b. Old Business for Safety Committee

- 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. Each department in the hospital is also checking daily temperatures on employees. This should be followed and 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 was no complaints received in January 2022.

b. Pending Litigation

<b>NAME</b>	<b>FILED</b>	<b>CLOSED</b>
Kaiden LeBlanc	09/28/12	
James Mulvey	10/04/19	
Lynn Landry	08/19/20	
Stephen Brandly	09/28/20	

B. QUARTERLY REPORTS

1. None

C. Bi-Annual Reports

1. None

V. OLD BUSINESS

A. Recruitment and Retention

Ms. Loretta Larvadain informed the Prevost Board members that the current practice of recruitment for nursing staff is not working. The hospital has been advertising in newspapers, the internet, and Facebook for the past two years and have not received one potential candidate for employment. It is requested that the Board and Administration re-evaluate its compensation plan for nursing staff including a salary survey in an attempt to attract needed staff. The current nursing staff has been working short for the past two years with the situation made worse by the COVID pandemic. Use of staffing agencies has not helped much due to wide spread shortages in many places. Staffing the hospital is becoming a big problem and we need to address this situation before it gets out of hand. 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 MEC. 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 completed but Dr. Reddy requested a modification. This put the interface back into production. CareSouth's interface is ongoing. We will continue these weekly calls on Thursdays until the interfaces are completed. A follow up report will be given at the next regular meeting.

2. Promoting Interoperability Program

- b. Mr. Vince Cataldo gave this report to the MEC. There is no new information to report at this time. 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.

<b>January 2022</b>		
<b>Service</b>	<b>No. of Patients</b>	<b>No. of Exams</b>

X-rays ER	115	126
X-rays Out Patient	104	124
X-rays In Patient	0	0
CT Scan ER	39	48
CT Scan Out Patient	22	22
CT Scan In Patient	0	0
Bone Density	14	14
Cardiac Calcium Scoring	0	0
Lung Cancer Screening	1	1
Mammograms	49	49

- D. Tele-Stroke
1. There was one (1) mock stroke patient and zero (0) stroke patients seen in the emergency room in January 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 emailing regularly regarding information needed, problems and work in progress. A follow up report will be given at the next regular meeting.
- F. Hospital Improvements
1. Mr. Vince Cataldo gave this report to the Board. Mr. Henry Chauvin and Mr. Glenn Higgins have been meeting to get the drainage impact study approved. A follow up report will be given at the next regular meeting.
- G. National Fitness Campaign
1. Mr. Vince Cataldo gave this report to the Board. There is no new information to report at this time. A follow up report will be given at the next regular meeting.
- H. Drainage Impact Study
1. Mr. Vince Cataldo gave this report to the Board. Mr. Henry Chauvin and Mr. Glenn Higgins have been meeting with McKim & Creed and Ascension's Engineering Review Agency to resolve the issues with the drainage impact study. A follow up report will be given at the next regular meeting.
- I. Update on Mammography
1. Mr. Vince Cataldo gave this report to the MEC. There were 49 mammograms performed in January 2022. We are continuing to send

reminder letters and follow ups. A follow up report will be given at the next regular meeting.

J. COVID-19 Update

1. Mr. Vince Cataldo gave this report to the MEC. Currently all employees and patients are having a temperature screening at the 2 admit locations in the building. Face masks are also being provided to everyone. We will continue to monitor the COVID-19 situation and remain within all required regulations.
  
2. Mr. Vince Cataldo gave this report to the MEC. Prevoist Hospital’s Lab is performing a Nucleic Acid Amplification test for COVID-19 in-house. Records reveal the following test results as of February 14, 2022.

NAA (Nucleic Acid Amplification) Commercial & In-house Testing	
Test performed	5,296
Positive Results	1,464
Negative Results	3,832
Pending	0
% Positive	28%
Commercial Testing	Began 3/16/2020
In-House NAA Testing	Began 9/24/2020

Antibody Testing	
In-house antibody testing	Began 4/4/2020 Discontinued 1/28/2021
Total No of tests	691
No. of Test Obtained	5,987

K. Updated PMH Handbook (Ms. Stacey Nichols)

1. Mr. Vince Cataldo gave this report to the Board. There is no new information to report at this time. A follow up report will be given at the next regular meeting.

L. West Ascension Parish

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

- M. MOB (214 Clinic Drive)
1. Electrical Work (Exterior)
    - 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 could 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. There is no new information to report at this time. 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. We are waiting for the contractor to install the new canopy. On Thursday morning 2/17/22, a gust of wind blew the damaged canopy over the top of the MOB and caused roof damage and landed on the back end of 3 cars in the parking lot. All owners were clinic employees. The insurance agent was contacted and the roof was patched. The insurance agent will contact Garcia Roofing. A follow up report will be given at the next regular meeting.
- N. Fuel Storage on Property for Disasters
1. Mr. Vince Cataldo gave this report to the Board. Mr. Cataldo is working with Mr. Frank Marcello on this project. A follow up report will be given at the next regular meeting.
- O. Emergency Room Roof Repair
1. Mr. Vince Cataldo gave this report to the Board. Cribbs Inc. was notified following the January Board meeting. The Cribbs representative said it would be repaired in 6 to 8 weeks. A follow up report will be given at the next regular meeting.
- P. 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 (see attached). A follow up report will be given at the next regular meeting.
- Q. Trustee Self-Assessment
1. Board members are required to complete a self-assessment document annually. At the January Meeting, Mr. Vince Cataldo gave each Board

member the document to complete and return. A follow up report will be given at the next regular meeting.

R. Applications for Review & Reappointment

1. The following applications were presented for two-year reappointment review:

Name	Specialty	MEC Review	Board Review
Carlos Encarnacion, MD	Virtual Radiology	1/18/2022	1/24/2022
Steven Sonnabend, MD	Virtual Radiology	1/18/2022	1/24/2022

The Board reviewed the medical staff members for reappointment for the second time. There were no objections to the applicants. Mr. John Marchand motioned to approve the applicants. Mr. Michael Medine seconded the motion and the motion carried.

V. NEW BUSINESS

A. Applications for Review and Approval of Provisional Privileges

Name	Specialty	Provisional Status
Jeffrey Hare, MD	Virtual Radiology	Approved by MEC
Christopher Leoni, MD	Virtual Radiology	Approved by MEC

Following a review of these applicants, Mr. Michael Medine motioned to approve the applicants. Mr. John Marchand seconded this motion and the motion carried.

B. Applications for Review and Approval of Full Privileges

Name	Specialty
None	

C. Applications for Review and Approval of Reappointment

Name	Specialty
Dawood Malid, MD	Virtual Radiology
Surinder Rai, DO	Virtual Radiology

Following a review of these applicants, there were no objections to these applicants. These applications will be reviewed again for final approval by the MEC on 3/15/22 and the Board on 3/24/22.

D. Vaccine Mandate

1. On November 5, 2021 the U.S. Secretary of Health and Human Services issued a rule amending the existing conditions of participation in Medicare and Medicaid to add a new requirement that facilities ensure their covered staff is vaccinated against COVID-19. The deadline was set for February 14, 2022. A vaccine policy was written and the non-vaccinated employees were contacted. Fourteen of our seventy-one employees are not vaccinated. These employees will have to follow the policy and apply for a religious exemption or a medical exemption. A follow up report will be given at the next regular meeting.
- E. Mary Bird Perkins Cancer Screening
1. Mr. Vince Cataldo gave this report to the Board. A Mary Bird Perkins Representative has contacted me to do cancer screening on the West Bank of Ascension Parish. Following a brief discussion, the MEC decided to discuss this further with the Hospital Board. The Board discussed this matter and decided to take no action at this time. Some of the testing being offered by Mary Bird Perkins will be offered at our Health Fair.
- F. Virtual Radiology (Teleradiology)
1. Vince Cataldo gave this report to the Board. In December 2021, we received a letter from VRad informing us of a change to our Tele Radiology Services that they provide. This was a 90-day notice and was dated December 17, 2021. The letter stated that if we wanted them to continue services it would be on a new set of agreement terms. VRad would provide us with a new agreement that would require a monthly management fee of \$3,500 (\$42,000 yearly). This management fee would be in addition to the current fees we are paying for each exam that we utilize as a preliminary report. After receiving this news, we spoke to Dr. Sparks about our options and he recommended reaching out to StatRad (whom they use at the Baton Rouge General) to see what kind of agreement they have to offer. The charge for their preliminary readings are less than VRad and we would not have a monthly maintenance charge. We will have to help pay for the server that needs to be put at our facility (\$1,000 one-time fee).
- After a brief discussion, Mr. John Marchand motioned to accept the contract with StatRad. Dr. Glenn Schexnayder seconded this motion and the motion carried.
- G. Regular Monthly Meeting for the month of March
1. Following a discussion, there were no objections to rescheduling the monthly meeting from March 31, 2022 to March 24, 2022.

VI. CONTINUING EDUCATION

- A. A copy of the following articles was given to each Board Members:
1. Lake buys stake in Spine Hospital (The Advocate 2/2/22)
  2. The Lake buys pediatric therapy clinic (The Advocate 2/8/22)
  3. Hospital pledge \$245M to LSU (The Advocate 2/12/22)
  4. Wester steps down as Lake CEO (The Advocate 2/17/22)

VII. ADJOURNMENT

- A. There being no further business to discuss, a motion for adjournment was made by Mr. John Marchand.

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**Dr. Michel Hirsch, Board Chairman**

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**Mr. Vince Cataldo, Administrator/Secretary**