

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: June 24, 2021

TIME: 12:00 Noon

PLACE: Prevost Memorial Hospital Conference Room

MEMBERS:

Dr. Michel Hirsch, Chairman

Dr. Glenn Schexnayder, Vice Chairman

Mr. Glenn Robert, Treasurer

Mr. Michael Medine, Recording Secretary

Mr. A.J. Gomez, Commissioner

Mr. Vince Cataldo, Administrator

Ms. Loretta Larvadain, DON

ABSENT:

OTHERS PRESENT:

Mr. Vince Cataldo, Administrator

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. All present.

III. Public Comment

A. None

IV. READING AND APPROVAL OF MINUTES:

A. There was no objection to the minutes of the May 27, 2021 rescheduled to June 3, 2021 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. A.J. Gomez and a second by Mr. Glenn Robert, 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 April 2021 was \$155,148.11. This total showed an increase from April 2020.

3. Medical Staff/MEC Committee

- a. Mr. Vince Cataldo read this report to the Board. Mr. Glenn Robert motioned to accept this report as presented. Dr. Glenn Schexnayder seconded the motion and the motion carried.

4. Utilization Review Committee:

- a. Social Services: Ms. Jamekco Lewis reported 0 patient visits (0-Covid Patients) and 0 consultations in May 2021 on 0 Acute, 0 Hospice, and 0 Swing admissions.

- b. Medicaid Review: There were 0 Medicaid admits in May 2021.

- c. Monthly Report of Denials: None for May 2021.

- d. Notice of Physician Quality Problems: There were 0 Acute/Observation Charts, 0-Hospice charts and 0-Swing charts that were incomplete for the month of May 2021.

- e. Notice of Facility Quality Problems: None for May 2021.

- f. Notice of Admission Denial: None for May 2021.

g. Medicare/LHCR Review: There were 0 Acute, 0 Swing and 0 Hospice hospital discharges in May 2021.

LHCR did not request any inpatient charts for review this month.

h. QA/I Review: There were 0 Acute, 0 Swing and 0 Hospice hospital admissions in May 2021. There were 4 observation admissions in May 2021. The acute inpatient admits were screened against the PI criteria and 0 variances were found, 0 Patients were transferred, 0 Patients were readmitted within 31 days of prior admit and 0 Patients exceeded the approved length of stay before being transferred to the Swing unit or discharged. There were 0 variances from April 2021 to review.

NOTE: These stats may reflect reclassifications.

i. Discharges for the Month of May 2021: There were 0 Acute, 0 Swing and 0 Hospice discharges in May 2021.

There were 0 Acute discharges this month.

There were 0 Acute deaths this month.

There were 0 Hospice discharges this month.

There were 0 Hospice deaths this month.

There were 0 Swing discharges this month.

There were 0 Swing deaths this month.

The Board accepted this report as presented.

3. Operative and Invasive Procedures Committee

a. Wound Care Clinic

1. There were 99 patients seen in the wound care clinic in May 2021.

2. There were 0 specimens from the wound care clinic submitted in May 2021.

b. Emergency Department

1. There were 0 specimens received from the emergency department in May 2021.

c. Pathologist Review

1. There were 0 specimens received from the wound care clinic in May 2021.

There were 0 specimens from the OP/Emergency department.

There were no non-gyn cytologies performed this month.

The Board accepted this report as presented.

6. Emergency Room Committee:

a. The Board reviewed the minutes of the June 2021 Emergency Room Committee meeting covering statistics for the month of May 2021. There were no objections to the minutes as presented.

See attached.

a. Statistics (May Statistics)

549 Total Patients

0 Admissions/ 5 Observations

20 Transfers to another facility

1 Mortality

1 Code

0 Positive results

10 AMA

11 Left without being seen—includes triage

1 Left prior to triage

7 Eloped (LDTX)

21 Returns to ED within 72 Hours

(18 with same symptoms, 3 different symptoms)

111 Patients received 119 x-rays

2 Interpretations differed from radiologist

Physician #9 – 1 discrepancy

Physician #8 – 1 discrepancy

50 Patients received 61 CT Scans

0 Interpretations differed from radiologist

0 Cardiac Thrombolytic administrations

0 Stroke Thrombolytic administration

The Board accepted this report as presented.

7. Safety Committee

Period Covered—May 1 - 31, 2021

a. Committee Reports

1. Environment of Care

a. Equipment Management Plan

1. The Hear radio test was completed successfully in May 2021.

2. The monthly generator test was performed on May 6, 2021.

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 May 6, 2021.

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

1. There were no employee incidents during this time period.
2. There were no physician incidents during this time period.
3. There were no outpatient incidents during this time period.
4. There were no visitor incidents during this time period.

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 in May 2021. Pharmacy reports recalls on a quarterly basis.

There were no other recalls in any other department reported in May 2021.

d. General Safety

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

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 still following the visitor COVID-19 Policies. Each department in the hospital is also checking daily temperatures on employees.

c. New Business

1. None

The Board accepted this report as presented.

8. Administrative

a. Complaints

1. There were two complaints received in May 2021.

a. There was a complaint received for Nursing Services. This complaint was forwarded to the DON on May 3, 2021. This complaint was resolved on May 10, 2021.

Date of complaint: 5/3/21

Employee# 00332

Patient# 609187

b. There was a complaint received for PBX, Nursing Services and an Emergency room physician. The complaint was forwarded to PBX, Nursing Service, and the Emergency room director on May 31, 2021.

This complaint with PBX was resolved on June 2, 2021.

This complaint with Nursing Services was resolved on June 2, 2021.

This complaint with the Emergency room physician was resolved on June 2, 2021.

Date of Complaint: 5/31/21

Patient# 599014

PBX employee# 00130

Nurse employee# 00218

Physician# 8

b. Pending Litigation	FILED	CLOSED
1. Kaiden LeBlanc	09/28/12	
2. Kaci Miles involved will make an offer.	06/21/18 – All parties	
3. James Mulvey	10/04/19	
4. Lynn Landry	08/19/20	
5. Stephen Brandly	09/28/20	

c. Other Problems at Prevost

1. ER Mental Patient:

a. An emergency room patient destroyed an expensive (IP) telephone causing approximately \$500.00 in damage. There is no new information to report at this time.

b. The same patient destroyed the guard's tablet. The police report has been amended to include the \$500.00 telephone. The flash drive of the incident was given to Officer Richard. There is no new information to report at this time.

2. An emergency room patient took a picture

of the ER physician and posted a gorilla

glue challenge on Facebook and Fox news.

There is no new information to report on this

incident at this time.

B. QUARTERLY REPORTS

1. None

VI. OLD BUSINESS

A. Recruitment and Retention (Ms. Loretta Larvadain)

1. 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. Advertising on Facebook, the hospital website and newspapers have not provided any candidates. We will utilize Indeed to see if we can get some applications. One staffing agency has provided two nurses for a limited number of shifts per week.

B. Electronic Medical Records/Promoting Interoperability Program

(Dr. Nagaratha Reddy) (Care South)

1. Electronic Medical Record

a. Mr. Vince Cataldo gave this report to the Board. Athenahealth go live was August 6, 2019. Dr. Nagaratha Reddy and CareSouth requested an interface with our electronic medical record system. Dr. Reddy's interface has been completed for x-rays, but we are still working on the lab portion (errors with pending and finalized results). CareSouth's interface is on hold. A follow up report will be given at the next regular meeting. There is a four party conservation set up to resolved the problems (Athenahealth, Orchard, i-Patient Care and Prevost).

2. Promoting Interoperability Program

a. Mr. Vince Cataldo gave this report to the Board. We filed for exception for the 2020 Promoting Interoperability Program because we did not meet the requirements. There is no new information to report. A follow up report will be given at the next regular meeting.

C. C T Scan Services

1. Mr. Vince Cataldo gave this report to the Board. There were 83 CT Scans performed on 72 patients in May 2021. There were 50 emergency patients, 22 outpatients and 0 inpatient scans. Of the 83 scans performed 61 emergency scans, 22 outpatient scans and 0 inpatient scans were performed. There was 1 patient scanned for cardiac calcium scoring. There were 15 bone density studies done in May 2021. There were 0 low dose CT lung cancer screenings.

D. Tele-Stroke

1. There was one (1) mock stroke patient and one (1) stroke patient seen in the emergency room in May 2021. Thrombolytics were not administered. The robot was not utilized.

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

1. Mr. Vince Cataldo gave this report to the Board. They are still working on the interface. This interface also involves Orchard (Lab System). A follow up report will be given at the next regular meeting.

F. Hospital Improvements and Renovations (Mr. Henry Chauvin & Mr. Glenn Higgins)

1. Mr. Vince Cataldo gave this report to the Board. Mr. Henry Chauvin and Mr. Glenn Higgins are planning to meet with Mr. Vince Cataldo and some to the engineers working on this project to discuss moving this project forward. Mr. Henry Chauvin would like to get the holding ponds dug and store the dirt on the adjacent property for future use. Mr. Chauvin would also like to pour the driveway and parking lots prior to construction and renovations. A follow up report will be given at the next regular meeting.

G. Adjacent Property

1. Mr. Vince Cataldo gave this report to the Board. An affidavit was signed on July 9, 2020 to expropriate the remaining one third of this property. Mr. Steve Irving filed the motion for summary judgement on August 31, 2020. The order for the judge to set it for hearing was filed in the last week of September. A hearing was held on January 11, 2021. The judge ruled in our favor. The hospital deposited Mr. Claude Legendre's payment for the property with the courts on February 22, 2021. Mr. Legendre has filed an appeal and will need to pay \$2,054.50 by the close of day on April 19, 2021. Mr. Legendre did not meet the deadline on April 22, 2021. Mr. Irving filed a motion to dismiss the appeal. Mr. Legendre can pay up to the dismissal hearing. The dismissal hearing was scheduled for June 14, 2021 at 9:00am. The Authorities were having difficulty serving Mr. Legendre. Mr. Irving went to Gonzales on June 1, 2021 to try to resolve this issue. Paperwork was filed on June 1, 2021 to reserve Mr. Legendre. Mr. Legendre did not show up for the dismissal hearing. A follow up report will be given at the next regular meeting.

H. Detox Services (Inpatient Withdrawal Management)

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

I. National Fitness Campaign

1. Mr. Vince Cataldo gave this report to the Board. Mr. Vince Cataldo spoke with Mr. Lee Melancon on Friday, June 4, 2021. Mr. Melancon mentioned having an opening of the fitness park prior to a Board meeting for the hospital and the city officials. On the day of the next health fair, we could have the fitness park as one of the health fair stations. This could be the opening of the park for the public. Ms. Danielle Bernard is working with Mr. Lee Melancon to get this park opened. Mr. Melancon will have the signage installed soon. A follow up report will be given at the next regular meeting.

J. Drainage Impact Study (GSA Proposal)

1. Mr. Vince Cataldo gave this report to the Board. Ms. Kimberly Koehl (GSA) (Mckim & Creed) has completed the Drainage Impact Study. Ms. Koehl has submitted the drainage impact study to the Ascension's ERA (Engineering Review Agency). The cost for this review is \$1,000.00. A follow up report will be given at the next regular meeting.

K. Mammography

1. Mr. Vince Cataldo gave this report to the Board. There were 41 mammograms performed in May 2021. We are continuing to send reminder letters and follow ups with those that didn't show up for their yearly exams. A follow up report will be given at the next regular meeting.

L. COVID-19

1. Mr. Vince Cataldo gave this report to the Board. 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 Board. PrevoSt Hospital's lab is performing a Nucleic Acid Amplification test for COVID-19 in-house. Records reveal the following test results as of June 23, 2021.

NAA (Nucleic Acid Amplification) Commercial & In-house Testing

2731 Tests performed

600 Positive results

2131 Negative results

0 Pending

(22% positive findings)

In-House Testing (Antibody)

This in-house antibody testing was discontinued on

January 28, 2021. Total = 691

The lab has thus far obtained 3,422 tests. In-house Antibody testing began on April 4, 2020, commercial testing began on March 16, 2020 and in-house NAA testing began on September 24, 2020. The in-house antibody test is no longer available at PrevoSt.

M. Update PMH Hand Book (Ms. Stacey Nichols)

1. Mr. Vince Cataldo gave this report to the Board. Ms. Stacey Nichols is working on the timekeeping section of the handbook. Ms. Nichols met with most of our employees and had them sign a notice of overtime calculation using the forty-hour work week system.

This over-time system to satisfy the Fair Labor Standards Act (FLSA) was approved by the Board on April 29, 2021. The effective date of this over-time system will be May 31, 2021. The employees have received their first paycheck on this new system. A follow up report will be given at the next regular meeting.

N. Get Updated Equipment

1. Ventilators/New Equipment

a. Mr. Vince Cataldo gave this report to the Board. Mr. James Breaux has decided to request a new pulmonary function machine for his department. A request for proposals is in progress. A follow up will be given at the next regular meeting.

O. Employee Matters (Ms. Stacey Nichols)

1. Salary Survey

a. Ms. Stacey Nichols agreed to do a salary survey for this region. Ms. Nichols completed the salary survey for this region and submitted the final work on September 23, 2020. She submitted four different proposals to be reviewed. The recommendation presented to the Board on April 29, 2021 was to give a one dollar per hour across the board pay increase for all employees. The Board approved this recommendation. Ms. Nichols informed each employee as she met with them concerning the standard over-time system. The effective date is May 31, 2021. The employees received their first paycheck reflecting these changes on June 17, 2021.

Other adjustments to the payroll will be made as soon as time permits. A follow up report will be given at the next regular meeting.

P. Surplus Property (Mobile Home)

1. Mr. Vince Cataldo gave this report to the Board. The mobile home has been demolished and will be moved to the adjacent property and burned a little at the time. We

are waiting for the property to be cleared through the courts. There is no new information to report at this time. A follow up report will be given at the next regular meeting.

Q. 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. Ascension Parish Government should be receiving COVID-19 stimulus money for the entire Parish. This funding is based on the Federal Anti-Poverty Funding Formulas. We met on April 21, 2021 (evening) and on April 22, 2021 (day) to discuss this matter. Dr. Glenn Barras and I visited the Fitness Center of Thibodaux Regional with a group of twenty. There was another trip to Thibodaux on May 27, 2021. This trip included city council members, rotarians and others. The Parish Council has approved a feasibility study for a West Bank Wellness Center \$20,000.00 (See Attached). A follow up report will be given at the next regular meeting.

R. Health Fair

1. Mr. Vince Cataldo asked the Board members on April 20, 2021 for their thoughts on having a health fair this year in June. The MEC members suggested spreading out the Health Fair to include the covered walk way in the front of the hospital. The members stressed social distancing and to utilize the inside of the building for Dermatology, Ophthalmology, Audiology, SMAC Collection, New Equipment Review and Snacks. The MEC approved the Health Fair for 2021. Mr. Vince Cataldo reported that he has secured a dermatologist for this event. The dermatologist will let me know when she is available as soon as she receives her work schedule. A follow up report will be given at the next regular meeting.

S. Board Members' Terms

1. Two Board members' terms are expiring in June 2021. An application must be submitted to Ascension Parish Government by incumbents and other interested parties.

Following a discussion Mr. Glenn Robert motioned to recommend Mr. John Marchand to the Ascension Parish Personnel Committee to fill one of the vacancies. Dr. Glenn Schexnayder seconded this motion and the motion carried (See attached).

A second discussion followed and Mr. Larry Buquoi agreed to study this situation and report to the Board. A follow up report will be given at the next regular meeting.

T. Applications for Review and Reappointment

1. The following medical staff members were reviewed by the Medical Staff on 5/18/21 and 6/15/21 and the Board on 6/3/21/21 for a mandatory two-year reappointment.

a. Sumanth Pudukollu, M.D.; ER/Hospitalist

b. Raymond Facco, M.D.; Virtual Radiology

c. Tina Islam, M.D.; Virtual Radiology

d. Vibhu Kapoor, M.D.; Virtual Radiology

e. David Krausz, M.D.; Virtual Radiology

f. Johnathon Lee, M.D.; Virtual Radiology

g. Kay Lazano, M.D.; Virtual Radiology

h. Michael Nissenbaum, M.D.; Virtual Radiology

The Board reviewed the medical staff members for the second time for a two-year reappointment. Dr. Glenn Schexnayder motioned to accept the applicants as presented. Mr. Glenn Robert seconded the motion and the motion carried.

VII. NEW BUSINESS

A. Applications for Review and Approval of Provisional Privileges

1. The following applicant was presented to the Board for review and approval of provisional privileges.

a. Mary M. Alfydi, M.D.; Virtual Radiology

Following a review of the applicant, Mr. A.J. Gomez motioned to approve the applicant for provisional privileges. Mr. Glenn Robert seconded the motion and the motion carried.

B. Applications for Review and Approval of Full Privileges

1. There were no applicants presented to the Board for review and approval of full privileges.

C. Applications for Review and Reappointment

1. The following medical staff members completed a reappointment packet to begin the mandatory process for a two-year reappointment. The medical staff members' reappointment packets were given to each Board member for review.

a. Gloria Coker, M.D.; Pathology

b. Darrin Breaux, M.D.; Cardiology

c. Boyd E. Helm, M.D.; Cardiology

d. Evans Rodney, M.D.; Cardiology

e. Venkat Surakanti, M.D.; Cardiology

f. James Faliszek, M.D.; Virtual Radiology

g. John Mulloy, M.D.; Virtual Radiology

h. Alecia Rideau, M.D.; Virtual Radiology

This will be voted on next month following MEC approval.

D. Quarterly Budget Review (March, April & May)

1. Ms. Nobie Landry gave this report to the Board. Ms. Landry reported minor adjustments to the Quarterly Budget. Following a discussion Mr. Michael Medine

motioned to accept the budget adjustments as presented. Mr. Glenn Robert seconded this motion and the motion carried.

E. Board Resolution

1. Mr. Vince Cataldo gave this report to the Board. Each Board member was given a copy of a board resolution that was duly moved and seconded on May 31, 2018. This resolution gives Mr. Vince Cataldo, administrator, authority to negotiate at any time within thirty-six (36) months from this date on terms and conditions that he may deem advisable, a contract or contracts with the Louisiana Department of Health and Hospitals and to execute said documents on behalf of the corporation. At this time, Dr. Glenn Schexnayder motioned to renew this resolution for the next thirty-six (36) months. Mr. Michael Medine seconded the motion and the motion carried.

F. Annual Evaluations

1. Mr. Vince Cataldo gave this report to the Board. Each board member was given a copy of the annual employee evaluation report. A discussion followed. This report included the specific job titles and the scores. Each department head was shown individually on this report. This report also included medical directors. This report pleased the Board.

See attached reports.

The results are as follows:

ANNUAL EVALUATIONS FOR YEAR 2020

ANNUAL EVALUATIONS COMPLETED IN 2021

123 Personnel Evaluations required (numbers include Department Heads)

123 Personnel Evaluations completed (numbers include Department Heads)

90 Outstanding	96 Licenses Required
27 Exceeds Standards	96 Current Licenses Verified
6 Meets Standards	
0 Did Not Meet Standards	

18 Department Head Evaluations Required	
18 Department Head Evaluations Completed	
13 Outstanding	9 Licenses Required
5 Exceeds Standards	9 Current Licenses Verified
0 Meets Standards	
0 Did Not Meet Standards	

5 Medical Directors Evaluations Required
5 Medical Directors Evaluations Completed

5 Outstanding	5 Licenses Required
0 Exceeds Standards	5 Current Licenses Verified
0 Meets Standards	
0 Did Not Meet Standards	

Following a review of the annual evaluations, Mr. Michael Medine motioned to accept the evaluations as presented. Dr. Glenn Schexnayder seconded the motion and the motion carried.

VIII. EXECUTIVE SESSION

A. No executive session was called.

IX. CONTINUING EDUCATION

A. A copy of the following articles was given to each Board member.

1. Printed Material

a. As downtown projects ramp up, city eyes award

(The Advocate 6/6/21)

b. La. could end \$300 federal jobless benefit

(The Advocate 6/11/21)

c. Engineering firm buys GSA in Gonzales

(The Advocate 6/11/21)

d. Lafayette area – Safety Management Systems

(The Advocate 6/13/21)

e. Tax collection change to be sent to voters

(The Advocate 6/6/21)

f. Retired St. James teacher wins environmental award

(The Advocate 6/16/21)

X. ADJOURNMENT

A. There being no further business to discuss, a motion for adjournment was made by Mr. Glenn Robert. The motion was seconded by Dr. Glenn Schexnayder.

Dr. Michel Hirsch, Board Chairman

Mr. Vince Cataldo, Administrator/Secretary