

**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.

<b>DATE:</b> March 25, 2021
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**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:**

Mr. A.J. Gomez

**OFFICE MANAGER**

Ms. Nobie Landry

**HOSPITAL ATTORNEY:**

Mr. Larry Buquoi

**GUEST:**

Mr. James Breaux

**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 except Mr. A.J. Gomez and Mr. Michael Medine is virtual. A quorum is present.

## **III. Public Comment**

A. None

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

A. There was no objection to the minutes of the February 25, 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 January 2021 was \$99,672.20. This total showed a decrease from January 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 February 2021 on 0 Acute, 0 Hospice, and 0 Swing admissions.

b. Medicaid Review: There were 0 Medicaid admits in February 2021.

c. Monthly Report of Denials: None for February 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 February 2021.

e. Notice of Facility Quality Problems: None for February 2021.

f. Notice of Admission Denial: None for February 2021.

g. Medicare/LHCR Review: There were 0 Acute, 0 Swing and 0 Hospice hospital discharges in February 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 February 2021. There was 1 observation admission in February 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 January 2021 to review.

NOTE: These stats may reflect reclassifications.

i. Discharges for the Month of February 2021: There were 0 Acute, 0 Swing and 0 Hospice discharges in February 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 54 patients seen in the wound care clinic in February 2021.

2. There was 1 specimen from the wound care clinic submitted in February 2021.

Patient DB 610238 – Rt. Ischium: Benign dense connective tissue with scant acute inflammation at the edge of the biopsy. No osteomyelitis seen; however, bone marrow is minimally represented.

b. Emergency Department

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

c. Pathologist Review

1. There was 1 specimen received from the wound care clinic in February 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 March 2021 Emergency Room Committee meeting covering statistics for the month of February 2021. There were no objections to the minutes as presented.

**See attached.**

a. Statistics (February Statistics)

451 Total Patients

0 Admissions/ 1 Observation

21 Transfers to another facility

1 Mortality

1 Code

0 Positive results

1 AMA

3 Left without being seen—includes triage

0 Left prior to triage

4 Eloped (LDTX)

10 Returns to ED within 72 Hours

(8 with same symptoms, 2 different symptoms)

97 Patients received 107 x-rays

1 Interpretation differed from radiologist

Physician #32 had 1 discrepancy

36 Patients received 42 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—February 1 - 28, 2021

### a. Committee Reports

#### 1. Environment of Care

##### a. Equipment Management Plan

1. The Hear radio test was completed successfully in February 2021.
2. The monthly generator test was performed on February 1, 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 February 1, 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 February

2021. Pharmacy reports recalls on a

quarterly basis.

There were no other recalls in any other department reported in February 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 Portal and following the guidelines from the Governor of Louisiana and the President of the United States. We have moved to Phase III and are still following the Visitor COVID-19 Policies. The pandemic will be counted for both internal and external drills. Each department in the hospital is also checking daily temperatures on employees. Ms. Loretta Larvadain, Mr. James Breaux and Administration will be sponsoring a vaccine day. The OEP and National Guard along with LDH and the Office of Public Health are scheduled to administer 300 COVID vaccines on Tuesday, March 16, 2021 from 9:00am to 2:00pm.

**c. New Business**

1. None

The Board accepted this report as presented.

**8. Administrative**

**a. Complaints**

1. There was one complaint for the month of February 2021. This complaint concerned an emergency room physician. This complaint was forwarded to the emergency room medical director on February 19, 2021. This complaint was resolved on February 24, 2021.

Date of complaint: 2/19/21

ER Physician: #8

Patient: 624857

b. Pending Litigation	<b>FILED</b>	<b>CLOSED</b>
1. Kaiden LeBlanc	09/28/12	
2. Kaci Miles	06/21/18	
3. James Mulvey	10/04/19	
4. Lynn Landry	08/19/20	
5. Stephen Brandly	09/28/20	

c. Other Problems at Prevost

1. Brick wall – sign PMH damaged
2. ER mental patient:
  1. Destroyed an expensive (IP) telephone  
Approximately \$500.00 in damage
  2. 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.

3. Patient took a picture of the ER physician and posted a gorilla glue challenge on Facebook and Fox news.

## **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. Nursing department has been having ongoing problems with staff shortages since December 2020. Advertising on Facebook, hospital website and newspaper have not provided much assistance. One more RN has been added to the schedule. A follow up report will be given at the next regular meeting.

### **B. Electronic Medical Records/Promoting Interoperability Program**

(Dr. Nagaratha Reddy) (CareSouth)

#### **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. Both interfaces are near production phase. Both should be complete and live sometime in March. 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. We were notified by Myers & Stauffer, LC of an audit of the 2016 reporting period. All information requested for the 2016 Meaningful Use audit was sent to Myers & Stauffer, LC. Myers & Stauffer is questioning our proof of submission for all public health initiatives. Myers & Stauffer

audit has been completed. They found all CMS measures were met by Prevost. The hospital is eligible to receive the Medicaid PI program payment (See Attached).

#### C. C T Scan Services

1. Mr. Vince Cataldo gave this report to the Board. There were 55 CT Scans performed on 49 patients in February 2021. There were 36 emergency patients, 13 outpatients and 0 inpatient scans. Of the 55 scans performed 42 emergency scans, 13 outpatient scans and 0 inpatient scans were performed. There were 0 patients scanned for cardiac calcium scoring. There were 7 bone density studies done in February 2021. There were 0 low dose CT lung cancer screenings.

#### D. Tele-Stroke

1. There was one (1) mock stroke patient and two (2) stroke patients seen in the emergency room in February 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. The case was reopened and Athenahealth has been working with LAHIE to complete the interface. Athena's Ms. Michelle Clark says everything has been completed. LAHIE is working with Athenahealth on COVID reporting. 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 has been working to schedule individual meetings with the architects, engineers, the interior designer and the structural engineer to get the first phase of this project started. 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. Mr. Irving has taken care of the paperwork for the next step in this process. 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 \$2,000.00 within 30 days. 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, March 12, 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. 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. There is a problem with the main sewer line to the rear of the hospital. Mr. Robert Utley (mechanical engineer) is planning to replace the entire line on PMH property with PVC. Mr. Vince Cataldo called Mr. Utley in early October and asked him to get this project started. GSA representatives will be invited to the March meeting with the architects and the engineers. A follow up report will be given at the next regular meeting.

#### K. Hospital Signage

1. Mr. Vince Cataldo gave this report to the Board. There is no new information at this time.

#### L. Mammography

1. Mr. Vince Cataldo gave this report to the Board. The Radiology Department mammography numbers for February 2021 were slightly lower than February 2020. The March 2021 numbers are looking better than March of 2020. We are expecting a slow month in April as we did not perform any mammograms due to COVID-19 in the month of April in 2020. We are currently going back to November and sending patients who did not return for their yearly mammogram second reminders so that we can try to pick up our numbers for April 2021. A follow up report will be given at the next regular meeting.

#### M. 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 March 23, 2021.

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

2381 Tests performed

563 Positive results

1818 Negative results

0 Pending

(24% positive findings)

In-House Testing (Antibody)

691 Total test performed

This in-house antibody testing was discontinued on

January 28, 2021.

The lab has thus far obtained 3072 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.

N. Update PMH Hand Book

1. Mr. Vince Cataldo gave this report to the Board. Ms. Stacey Nichols is working on the timekeeping section of the handbook. Ms. Nichols was on site for the full day on March 23, 2021. The handbook was discussed during this meeting. A follow up report will be given at the next regular meeting.

## O. Get Updated Equipment

### 1. Ventilators

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.

## P. Employee Matters

### 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. A meeting with Ms. Nichols will be scheduled to discuss individual salaries before the April Board meeting. A recommendation will be presented to the Board. A follow up will be given at the next regular meeting.

## Q. 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.

## R. Envision Contract (Proposal)



1. Mr. Vince Cataldo gave this report to the Board. The amended agreement has been signed with Envision (See Attached). I am pushing for some admits.

#### S. Board Self-Assessment

1. Each Board member was given a self-assessment packet to complete for the year 2020. A follow up report will be given at the next regular meeting.

#### T. Louisiana Compliance Questionnaire

1. Each Board member was given a questionnaire to complete for Postlethwaite & Netterville. Some Board members have not returned their questionnaire. Please complete ASAP and return. A follow up report will be given at the next regular meeting.

#### U. Telemetry System for Emergency Department

1. Mr. Vince Cataldo gave this report to the Board. The new GE Telemetry System ordered on January 28, 2021 will be installed next week. A follow up report will be given at the next regular meeting.

#### V. EKG Machines

1. Mr. Vince Cataldo gave this report to the Board. The two new MAC 5500 HD (EKG Machines) with WiFi capabilities were ordered on March 2, 2021. This equipment is scheduled to arrive next week. A follow up report will be given at the next regular meeting.

W. Applications for Review and Reappointment

1. The following medical staff members were reviewed by the Medical Staff on 2/16/21 and 3/16/21 and the Board on 2/25/21 for a mandatory two-year reappointment.

- a. Nelson Howell, M.D.; ER/Hospitalist
- b. Peter Amenta, M.D.; Tele-stroke
- c. Aimee Aysenne, M.D.; Tele-stroke
- d. Matthew Allison, M.D.; Virtual Radiology
- e. Bonnie Anderson, M.D.; Virtual Radiology
- f. Karen Caldemeyer, M.D.; Virtual Radiology
- g. Christina Cavazos, M.D.; Virtual Radiology
- h. Steven Davis M.D.; Virtual Radiology
- i. Cathleen Ivy, M.D.; Virtual Radiology
- j. Kevin McDonnell, M.D.; Virtual Radiology
- k. Alison Robinette, M.D.; Virtual Radiology
- l. Joseph Rozell, M.D.; Virtual Radiology
- m. Adam Sciuk, M.D.; Virtual Radiology
- n. Neil Staib, M.D.; Virtual Radiology
- o. William Wong, M.D.; Virtual Radiology
- p. Anoosh Montaser, 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.

## X. Donaldsonville City Council (Mr. James Breaux)

1. In response to the comments made by the City Council Members and the City Attorney, the Board unanimously agreed to respond to their request. A resolution was drafted and sent to the City Council and other agencies. This resolution was seeking assistance to formulate a program for the distribution of the Covid-19 vaccine to the citizens of Donaldsonville area in the fight against this dreaded virus. Mr. James Breaux was asked to chair this project. Mr. James Breaux gave this report to the Board. A meeting was held at the hospital on March 9, 2021. This planning meeting went well. Several agencies had already been contacted for assistance with the vaccine clinic. Following some advertising, some applicants used their computer to register for the vaccine and other applicants utilized their telephone to call for assistance. Over 100 patients were registered by Mr. James Breaux, Ms. Loretta Larvadain and Ms. Gail Jarvis.

On March 16, 2021

The Louisiana National Guard, The Office of Public Health, Louisiana Department of Health and The Office of Emergency Preparedness were on site to administer the vaccine. A total of 230 COVID vaccines were administered. Mr. James Breaux thanked everyone that helped to make this vaccine clinic a success. At this time the Board members thanked Mr. James Breaux, Ms. Loretta Larvadain and Ms. Gail Jarvis for a job well done.

## VII. NEW BUSINESS

### A. Applications for Review and Approval of Provisional Privileges

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

### 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. Budget Review (Quarterly)

1. Ms. Nobie Landry gave this report to the Board. Ms. Landry informed the Board members concerning several adjustments to the budget. These adjustments were due to the decrease in the patient visits during the pandemic and the increase in general

operating expenses and supplies. This is a national trend in hospitals. The Board had no objections to these adjustments.

#### 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.

a. Printed Material

1. State of Louisiana (La. Department of Health)

(Letter 2/19/21)

2. Ascension mobbing free coronavirus testing to parks

(The Advocate 3/11/21)

3. Ochsner acquires OB-GYN doctors group

(The Advocate 3/20/21)

4. Biden expands 'Obamacare' by cutting health insurance costs

(The Advocate 3/24/21)

#### 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.

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**Dr. Michel Hirsch, Board Chairman**

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