

PREVOST MEMORIAL HOSPITAL

SPECIAL 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: May 27, 2021 rescheduled to June 3, 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:

Mr. Michael Medine

OFFICE MANAGER

Ms. Nobie Landry

HOSPITAL ATTORNEY:

Mr. Larry Buquoi

GUEST:

Ms. Brandy Smith

I. CALL TO ORDER

A. The meeting was called to order by Dr. Michel Hirsch, Chairman at

12:00 Noon.

II. Roll Call

A. Mr. Michael Medine is absent.

III. Public Comment

A. None

IV. READING AND APPROVAL OF MINUTES:

A. There was no objection to the minutes of the April 29, 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 March 2021 was \$134,733.08. This total showed an increase from March 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 April 2021 on 0 Acute, 0 Hospice, and 0 Swing admissions.

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

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

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

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

g. Medicare/LHCR Review: There were 0 Acute, 0 Swing and 0 Hospice hospital discharges in April 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 April 2021. There were 0 observation admissions in April 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 March 2021 to review.

NOTE: These stats may reflect reclassifications.

i. Discharges for the Month of April 2021: There were 0 Acute, 0 Swing and 0 Hospice discharges in April 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 71 patients seen in the wound care clinic in April 2021.

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

b. Emergency Department

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

c. Pathologist Review

1. There were 0 specimens received from the wound care clinic in April 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 May 2021 Emergency Room Committee meeting covering statistics for the month of April 2021. There were no objections to the minutes as presented.

See attached.

a. Statistics (April Statistics)

514 Total Patients

0 Admissions/ 0 Observations

20 Transfers to another facility

0 Mortalities

0 Codes

0 Positive results

7 AMA

3 Left without being seen—including triage

0 Left prior to triage

4 Eloped (LDTX)

13 Returns to ED within 72 Hours

(12 with same symptoms, 1 different
symptoms)

209 Patients received 241 x-rays

0 Interpretation differed from radiologist

61 Patients received 76 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—April 1 - 30, 2021

a. Committee Reports

1. Environment of Care

a. Equipment Management Plan

1. The Hear radio test was completed successfully in April 2021.
2. The monthly generator test was performed on April 29, 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 April 29, 2021.

d. Fire Prevention Plan/Life Safety Management Plan

1. Louisiana Fire Extinguisher performed the quarterly sprinkler system test on Prevost Hospital on April 14, 2021.

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 April 2021. Pharmacy reports recalls on a quarterly basis.

There were no other recalls in any other department reported in April 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. The National Guard successfully sponsored COVID Vaccine 1st shots on March 16, 2021, and 2nd shots – April 13, 2021 and April 20, 2021.

c. New Business

1. None

The Board accepted this report as presented.

8. Administrative

a. Complaints

1. There was one complaint received in April 2021.
 - a. There was a complaint received for an emergency room PBX operator. This complaint was forwarded to the PBX department head on April 5, 2021. This complaint has not been resolved at this time.
Date of complaint: 4/2/21
Employee# 00130
Patient# 602904

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.

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. 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.

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 76 CT Scans performed on 61 patients in April 2021. There were 50 emergency patients, 11 outpatients and 0 inpatient scans. Of the 76 scans performed 65 emergency scans, 11 outpatient scans and 0 inpatient scans were performed. There was 1 patient scanned for cardiac calcium scoring. There were 9 bone density studies done in April 2021. There were 0 low dose CT lung cancer screenings.

D. Tele-Stroke

1. There was one (1) mock stroke patient and zero (0) stroke patients seen in the emergency room in April 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. There is no new information to report at this time. 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, Mr. Glenn Higgins and Ms. Traci LaMoyné met with Mr. Vince Cataldo to discuss moving this project forward. Mr. Chauvin is also contacting the engineers working on this project. 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 is scheduled for June 14, 2021 at 9:00am. The Authorities are 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. 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. Ms. Danielle Bernard is working with Mr. Lee Melancon to get this park opened. 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. Mr. Robert Utley (mechanical engineer) is planning to replace the entire sewer line on PMH property with PVC. Mr. Vince Cataldo called Mr. Utley in early October and asked him to get this project started. Mr. Henry Chauvin is working with Mr. Utley, Mr. Glenn Higgins and Ms. Kimberly Koehl (GSA) to get this work completed. Ms. Koehl will submit the drainage impact studies 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 44 mammograms performed in April 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.

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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 May 26, 2021.

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

2642 Tests performed

594 Positive results

2048 Negative results

0 Pending

(23% 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 3333 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. Ms. Stacey Nichols gave this report to the Board. Ms. Stacey Nichols is working on the timekeeping section of the handbook. Ms. Nichols is meeting with all employees to have 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. A follow up report will be given at the next regular meeting.

N. Get Updated Equipment

1. Ventilators

a. Mr. Vince Cataldo gave this report to the Board. Mr. James Breau 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 is informing each employee as she meets with them concerning the standard over-time system. The effective date is May 31, 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. Envision (Emcare) Contract

1. Mr. Vince Cataldo gave this report to the Board. The amended agreement has been signed with Envision (See Attached). Mr. Cataldo is encouraging the company to increase the inpatient census. A meeting was held with Envision Representatives on May 17, 2021 to discuss Emergency Department problems and the lack of admissions. A follow up report will be given at the next regular meeting.

R. Board Self-Assessment

1. All self-assessment packets have been completed for year 2020 by the Board members. The comments pleased Administration.

S. 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 arrived on April 13, 2021 and we are successfully transmitting with WiFi.

T. 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. 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 is another trip to Thibodaux scheduled for May 27, 2021. This trip includes city council members, local rotarians and others. I spoke to Mr. Ryan Murphy (owner of Anytime Fitness) on Tuesday, June 1, 2021 concerning membership at Anytime Fitness. If we offered to pay membership fees for those that meet criteria, this may be good for the community and PMH. Criteria could include – a minimum of 12 to 15 visits per month and a specified age group. Mr. Vince Cataldo will research this matter and report to the Board at the next regular meeting.

U. Health Fair

1. Mr. Vince Cataldo asked the MEC 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. At this time Dr. Michel Hirsch motioned to approve the Health Fair for 2021. Dr. Glenn Barras seconded this motion and the motion carried. Mr. Vince Cataldo reported that he is having difficulty securing a dermatologist or a midlevel with dermatology training and experience. At this time Mr. Cataldo asked the MEC members for recommendations. Mr. Cataldo will continue to work on setting up this annual health fair. A follow up report will be given at the next regular meeting.

V. LifePak Defibrillators

1. Mr. Vince Cataldo gave this report to the Board. Two new LifePak 20e defibrillators/monitors were ordered on April 1, 2021 and received on April 29, 2021. Both defibrillators were put online May 3, 2021.

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. Sean Kalagher, 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. Sumanth Punukollu, 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

This will be voted on next month following MEC approval.

D. Postlethwaite & Netterville Annual Audit Report

1. Ms. Brandy Smith gave the Annual Independent Audit Report to the Board. This report was given to the Ascension Parish Council at the Finance Committee meeting on May 10, 2021. Ms. Smith assured the Board members that we had a good audit report and thanked the Board for using Postlethwaite & Netterville. Mr. Glenn Robert motioned to accept the audit report as presented. Mr. A.J. Gomez seconded this motion and the motion carried.

E. 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. A follow up report will be given at the next regular meeting.

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. Rural hospitals face dire financial picture, with many at risk of closing

(Modern Healthcare 4/13/21)

b. Outlook for nurse supply and demand shifting amid COVID-19

(Modern Healthcare 4/13/21)

c. La. confirms 2 cases of Brazil COVID variant

(The Advocate 4/30/21)

d. Shot incentives: Beer, joints, savings bonds

(The Advocate 4/30/21)

e. Noncompete bills clear first hurdle

(The Advocate 5/4/21)

f. Bill extends Medicaid after pregnancy

(The Advocate 5/8/21)

g. Doctor noncompete bill passed by House

(The Advocate 5/12/21)

h. Hospital has a \$25M Surplus

(The Advocate 5/16/21)

i. Donaldsonville hospital has \$25M surplus

(The Ascension Advocate 5/19/21)

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