

**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: December 21, 2021 (rescheduled from December 30, 2021)

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

ABSENT:

Mr. Michael Medine

OTHERS PRESENT:

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

HOSPITAL ATTORNEY

Mr. Larry Buquoi

GUEST:

Mr. Glenn Robert
Mr. Roy Robert

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 was 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 December 2, 2021 (rescheduled from November 25, 2021) 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. A.J. Gomez and a second by Mr. John Marchand, 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 October 2021 was \$109,612.42. This total showed a decrease from October 2020.

3. Medical Staff/MEC

- a. Mr. Vince Cataldo read this report to the Board. On a motion by Dr. Michel Hirsch, this report was accepted as read.

4. Utilization Review Committee:

- a. Social Services: Ms. Jamekco Lewis reported 0 patient visits (0-Covid Patients) and 0 consultations in November 2021 on 0 Acute, 0 Hospice, and 0 Swing admissions.
- b. Medicaid Review: There were 0 Medicaid admits in November 2021.
- c. Monthly Report of Denials: None for November 2021.
- d. Notice of Physician Quality Problems

November 2021	
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 November 2021.
- f. Notice of Admission Denial: None for November 2021.
- g. Medicare/LHCR Review: There were 0 Acute, 0 Swing and 0 Hospice hospital discharges in November 2021.

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

h. QA/I Review

November 2021	
Acute	0
Hospice	0
Swing	0
Variances from Acute Inpatient Admits Screens against PI Criteria	0
Patients Transferred	0
Patients Readmitted (within 31 days of prior admit)	0
Exceeded approved length of stay (before being transferred to the Swing unit or discharged)	0
Variances from October 2021 to review	0

NOTE: These stats may reflect reclassifications.

i. Discharges

November 2021	
Acute Discharges	0
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
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
 1. There were 70 patients seen in the wound care clinic in November 2021.
 2. There were 0 specimens from the wound care clinic submitted in November 2021.
 - b. Emergency Department
 1. There were 0 specimens received from the emergency department in November 2021.
 - c. Pathologist Review
 1. There were 0 specimens received from the wound care clinic in November 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 Medical Executive Committee reviewed the minutes of the October 2021 Emergency Room Committee meeting covering statistics for the month of September 2021.

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

b. Statistics

November 2021 ER Stats	
Total Patients	485
Admissions	0
Observations	0
Transfers to another facility	34
Mortality	2
Code	2
Positive Results	0
AMA	9
Left without being seen (includes triage)	13
Left prior to triage	1
Eloped (LDTX)	8
Returns to ED within 72 Hours	25
Returns w/same symptoms	14
Returns w/different symptoms	11
Patients received x-rays	124
Interpretations differed from radiologist (ER Physician #8)	2
# of Patients received CT Scans	45
# of CT Scans	49
Interpretations differed from radiologist (Physician J.T.)	1
Cardiac Thrombolytic administrations	0
Stroke Thrombolytic administration	0

The Board accepted this report as presented.

7. Safety Committee
 Period Covered—November 1- 30, 2021

a. Committee Reports

1. Environment of Care

a. Equipment Management Plan

1. The Hear radio test was completed successfully on November 5, 2021.
2. The monthly generator test was performed on November 5, 2021.

3. The emergency power generator test was performed by Mr. Sidney Goetz.
 4. Louisiana Fire Extinguisher performed a test of the sprinkler system on November 22, 2021.
- 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 November 2, 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.

B. Reports

1. Incident Reports

a. There was one (1) employee incident during this time period.

1. Employee slipped while mopping. She received injury to her left knee. She was seen by the ER physician for minor injuries.

Date of incident: 11/18/21

Patient #: 594383

b. There were no physician incidents during this time period.

c. There were no outpatient incidents during this time period.

d. There were no visitor incidents during this time period.

2. Security Report

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

3. Recalls

a. There were no drug recalls reported by Pharmacy in November 2021. Pharmacy reports recalls on a quarterly basis. There were no other recalls in any other department reported in November 2021.

4. General Safety

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

C. Old Business

1. We are in a COVID-19 pandemic and are daily assessing the OEP portal. We are following the guidelines from the Governor of Louisiana 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. This should be followed and if any issues occur contact our Infection Control Nurse.

D. New Business

1. None

The Board accepted this report as presented.

8. Administrative

a. Complaints

1. There was one (1) complaint received in November 2021. Complaint received for Nursing Service on 11/7/21. This complaint was forwarded to the D.O.N. This complaint was resolved on 11/15/21.
Date of Complaint: 11/7/21
Patient #: 617288

2. 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	

3. Public Servants Mandatory Training

- a. All public servants are required to take the one (1) hour sexual harassment training course being offered on-line. Deadline is December 31, 2021.
- b. All public servants are required to take the one (1) hour ethics training course on-line. Deadline is December 31, 2021.

B. QUARTERLY REPORTS

None due

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 and work shorthanded for most shifts. Ms. Larvadain reported that she is working shifts when no coverage is available. Advertising on Facebook, the hospital website and newspapers has only provided a few candidates. A follow up report will be given at the next regular meeting.

B. Electronic Medical Records/Promoting Interoperability Program (Dr. Nagaratna Reddy) (Care South) (OLOL Ascension Physicians)

1. Electronic Medical Records
 - 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 has been completed for Lab, but we are still working on the x-ray portion (VASO). Testing is continuing and Ms. Michelle Clark is giving weekly updates. CareSouth's interface has been taken off of hold. This interface has been taken off of hold. This interface is in progress. Ms. Clark is giving weekly updates on this also. 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. There is no new information to report at this time. There will be nothing to report until after the first of the year. A follow up report will be given at the next regular meeting.

C. CT Scan Services

November 2021	
CT Scans Performed	70
• Emergency Patient Scans	45
• Outpatient Scans	21
• Inpatient Scans	0
No. of Patients	66
Cardiac Calcium Scoring	1

Bone Density Studies	15
Low Dose CT Lung Cancer Screening	1

- D. Tele-Stroke
1. There was one (1) mock stroke patient and one (1) stroke patient seen in the emergency room in November 2021. 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 MEC. A response was received from LAHIE. The interface with LAHIE is still not complete. Tetanus vaccinations are not transmitting and lab results are not crossing over entirely. Ms. Amy Dixon with LAHIE and Ms. Michelle Clark with Athenahealth have been working with Mr. Chase Walker in the lab to get resolutions. 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. There is no new information to report at this time. A follow up report will be given at the next regular meeting.
- G. 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.
- H. National Fitness Campaign
1. Mr. Vince Cataldo gave this report to the Board. All of the new signage was installed on November 24, 2021 and it looks great. There is no new information to report at this time. A follow up report will be given at the next regular meeting.
- I. Drainage Impact Study (GSA Proposal)
1. Mr. Vince Cataldo gave this report to the Board on December 2, 2021. Ms. Kimberly Koehl (GSA) (Mckim & Creed) sent the Drainage Impact Study to CSRS, the engineer review agency for Ascension Parish Planning Commission. There were sixteen (16) recommendations on the drainage study and seven (7) recommendations on the construction plans. We have not received

any new information. A follow up report will be given at the next regular meeting.

J. Update on Mammography

1. Mr. Vince Cataldo gave this report to the Board. There were 88 mammograms performed in November 2021. We are continuing to send reminder letters and follow ups. A follow up report will be given at the next regular meeting.

K. 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 December 20, 2021.

NAA (Nucleic Acid Amplification)

Commercial & In-house Testing

Tests Performed	4,212
Positive Results	939
Negative Results	3,273
Pending	0
Positive Findings	22%

In-House Testing (Antibody)

This in-house antibody testing was discontinued on January 28, 2021. Total = 691

The lab has thus far obtained 4,903 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.

- L. Update PMH Hand Book (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.

- M. Employee Matters (Ms. Stacey Nichols)
 - 1. Salary Survey
 - a. Mr. Vince Cataldo gave this report to the Board. Other adjustments to the payroll will be made as soon as time permits. There is no new information to report at this time. A follow up report will be given at the next regular meeting.
 - b. Other Employees
 - 1. Brian Tripode's services to the hospital was discussed. The board advised Mr. Cataldo on October 28, 2021 and again on December 2, 2021 concerning the pharmacist's position.
 - 2. Prejean Computer Consultants agreement with the hospital was discussed. Following this discussion, the Board advised Mr. Cataldo concerning this agreement. Mr. Vince Cataldo received a response from Mr. Ed Prejean on the meeting day and he did not have a chance to review the response. Mr. Cataldo will study this response and poll the Board members if necessary.

- N. 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 at this time. A follow up report will be given at the next regular meeting.

O. 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.

3. Hurricane Damage

- a. Mr. Vince Cataldo gave this report to the Board. The hurricane hit and caused damage to the canopy, the trees and the roof. One of the dormers has a shingle missing and this was repaired temporarily by Vaughn Roofing. Part of the canopy was attached to the building. When this section of the canopy pulled off the building it caused damage to the fascia board. The fascia board has been replaced and will be covered with aluminum. This damaged section of the canopy is resting on the top of the existing canopy.

Proposals to replace one section and repair another section of the canopy have been received and the low proposal was accepted. A follow up report will be given at the next regular meeting.

P. Fuel Storage on Property for Disasters

- 1. Mr. Vince Cataldo gave this report to the Board. There is no new information to report. Vince will work with Mr. Frank Marcello on this project. A follow up report will be given at the next regular meeting.

Q. Applications for Reappointment Review and Approval

1. The following applications for reappointment were presented to the Board for review and approval.
 - a. Dr. Michel Hirsch, Family Medicine
 - b. Dr. Glenn Schexnayder, Family Medicine
 - c. Dr. John Sparks, Radiology
 - d. Dr. Alan Arrington, Emergency Medicine/Hospitalist
 - e. Dr. John Frieberg, Neurology—Tele Stroke
 - f. Dr. Gregory Klisch, Virtual Radiology
 - g. Dr. Stephen Manale, Wound Care
 - h. Dr. Joseph Cefalu, Cardiology
 - i. Dr. Harold Clausen, Cardiology
 - j. Dr. Daniel Fontenot, Cardiology
 - k. Dr. Kevin Kilpatrick, Cardiology
 - l. Dr. Henry Patrick, Cardiology
 - m. Dr. Fred Petty, Cardiology
 - n. Dr. Terry Zellmer, Cardiology
 - o. Dr. Joan Tomanek, Virtual Radiology
 - p. Dr Christopher Atkinson, Virtual Radiology

Following a review of the applications, the Board had no objection to the applicants.

VII. NEW BUSINESS

A. Applications for Review and Approval of Provisional Privileges

1. There were no applications for review and approval of provisional privileges.

B. Applications for Review and Approval of Full Privileges

1. The following applications were presented for review and approval of full privileges.
 - a. Gregory Wolfe, MD, virtual radiology
 - b. James McGee, MD, virtual radiology

Following a review of the applications, there were no objections to the applicants.

- C. Application for Review for Reappointment
 - 1. The following application for reappointment was presented to the MEC for review on December 21, 2021 and forwarded to the Board for review.
 - a. Murray Hamilton, MD, virtual radiology

The Board members reviewed this applicant and will review again at the January 27, 2022 Board meeting.

VIII. CONTINUING EDUCATION

- A. A copy of the following articles was given to each MEC member.
 - 1. Library revamp merges old with new (The Advocate 12/6/21)
 - 2. CVS maps out path to primary care delivery (The Advocate 12/10/21)

IX. ADJOURNMENT

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

Dr. Michel Hirsch, Board Chairman

Mr. Vince Cataldo, Administrator/Secretary