

**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 2, 2021 (Rescheduled November 25, 2021 meeting)

**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, Commissioner  
Mr. Vince Cataldo, Administrator

**ABSENT:**

Dr. Michel Hirsch

**OTHERS PRESENT:**

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

**HOSPITAL ATTORNEY**

Mr. Larry Buquoi

**GUEST:**

Mr. Frank Shaw, Attorney  
Mr. Spencer Long, Attorney

**I. CALL TO ORDER**

A. The meeting was called to order by Dr. Glenn Schexnayder, Vice-Chairman at 12:00 Noon.

**II. Roll Call**

A. Dr. Michel Hirsch 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 October 28, 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. Mike Medine, 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 September 2021 was \$141,189.38. This total showed a decrease from September 2020.
- 3. Medical Staff/MEC
  - a. Mr. Vince Cataldo read this report to the Board. Mr. John Marchand motioned to accept this report as presented. Mr. A. J. Gomez 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 October 2021 on 0 Acute, 0 Hospice, and 0 Swing admissions.
  - b. Medicaid Review: There were 0 Medicaid admits in October 2021.
  - c. Monthly Report of Denials: None for October 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 October 2021. 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 October 2021.
- f. Notice of Admission Denial: None for October 2021.
- g. Medicare/LHCR Review: There were 0 Acute, 0 Swing and 0 Hospice hospital discharges in October 2021. LHCR did not request any inpatient charts for review this month.
- h. QA/I Review: There was a total of 0 Acute, 0 Swing and 0 Hospice hospital admissions in October 2021. There were 2 observation admissions in October 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 is charged. There were 0 variances from September 2021 to review.  
**NOTE:** These stats may reflect reclassifications.
- i. Discharges for the Month of October 2021: There were 0 Acute, 0 Swing and 0 Hospice discharges in October 2021. Of the 0 Acute discharges, 0 was discharged home, 0 was transferred to another facility, 0 was discharged to the nursing home, 0 was transferred to Swing, 0 was transferred to Hospice, 0 left AMA (Against Medical Advice) and there were no deaths.

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.

- 5. Operative and Invasive Procedures Committee
  - a. Wound Care Clinic
    - 1. There were 61 patients seen in the wound care clinic in October 2021.
    - 2. There were 0 specimens from the wound care clinic submitted in October 2021.

- b. Emergency Department
  - 1. There were 0 specimens received from the emergency department in October 2021.
- c. Pathologist Review
  - 1. There were 0 specimens received from the wound care clinic in October 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 November 2021 Emergency Room Committee meeting covering statistics for the month of October 2021.  
There were no objections to the minutes as presented.

- a. Statistics (October 2021 Statistics)
  - 479 Total Patients
  - 2 Admission/0 Observations
  - 21 Transfers to another facility
  - 1 Mortality
  - 1 Code
  - 0 Positive results
  - 6 AMA
  - 12 Left without being seen—includes triage
  - 6 Left prior to triage
  - 1 Eloped (LDTX)
  - 14 Returns to ED within 72 Hours  
(10 with same symptoms, 4 different symptoms)
  - 107 Patients received 123 x-rays
  - 0 Interpretations differed from radiologist
  - 52 Patients received 60 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— October 1- 31, 2021
  - a. Committee Reports

1. Environment of Care
  - a. Equipment Management Plan
    1. The Hear radio test was completed successfully on October 2021.
    2. The monthly generator test was performed on October 4, 2021.
    3. The emergency power generator test was performed by Mr. Sidney Goetz.
    4. The fire alarm was tested on October 20, 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 October 21, 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 October 2021. Pharmacy reports recalls on a quarterly basis.

There were no other recalls in any other department reported in October 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. 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.

c. New Business

1. None

The Board accepted this report as presented.

8. Administrative

a. Complaints

1. There were no complaints received in October 2021.

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	

c. Public Servants Mandatory Training

1. All public servants are required to take the one (1) hour sexual harassment training course being offered on-line. Deadline is December 31, 2021.
2. All public servants are required to take the one (1) hour ethics training course on-line. The deadline is December 31, 2021. This was sent to all board Members via email. The members were encouraged to complete this training as soon as possible since the Joint Commission inspection is due and this is something they will be looking for.

**B. QUARTERLY REPORTS**

1. 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 most shifts are covered by two nurses and 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) (CareSouth) (OLOL)**

1. Electronic Medical Record
  - 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 is in progress. Ms. Clark is giving weekly updates on this also. A follow up report will be given at the next regular meeting.

Epic interface is on hold. Ms. Lizabeth Simoneaux contacted Athena. Ms. Michelle Clark informed her that an interface with Epic can be done. Ms. Clark gave a list of information needed to begin. Ms. Simoneaux contacted Ms. Kelly Rivet at OLOL Ascension. She informed Ms. Simoneaux that she never got permission to start this process and she could not provide an Epic contact name or number.

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. C T Scan Services

1. Mr. Vince Cataldo gave this report to the Board. There were 77 CT Scans performed on 69 patients in October 2021. There were 52 emergency patients, 17 outpatients and 0 inpatient scans. Of the 77 scans performed 60 emergency scans, 17 outpatient scans and 0 inpatient scans were performed. There were 3 patients scanned for cardiac calcium scoring. There were 10 bone density studies done in October 2021. There were no 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 October 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 Board. 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. See Drainage Impact Study (VI-I). A follow up report will be given at the next regular meeting.
- G. Detox Services
  - 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. The signage has been installed and the park looks good. A special glue is needed to re-glue several floor tiles. Mr. Lee Melancon has ordered the glue. 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. Ms. Kimberly Koehl (GSA) (Mckim & Creed) sent the Drainage Impact Study to CSRS, the engineer review agency for Ascension Parish Planning Commission. At this time, Mr. Vince Cataldo gave each board member a copy of this report. There were sixteen (16) recommendations on the drainage study and seven (7) recommendations on the construction plans. See attached.  
  
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 79 mammograms performed in October 2021. We are continuing to send reminder letters and follow ups. This number has doubled for the last two months. A follow up report will be given at the next regular meeting.
- K. COVID-19 Update
  - 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 November 15, 2021.

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

4050 Tests performed  
924 Positive results  
3126 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 4741 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. See attached.
      - 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.

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. Mr. Cataldo attended a meeting on October 25, 2021 at city hall to discuss West Ascension Parish health. He was asked if there was surplus cash to use to improve west bank health. The parish government has been extremely busy with other problems. 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 September 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. 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. 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. This 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 and repair one 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. Michael Medine suggested having diesel fuel stored on hospital property to support our generators. Mr. Vince Cataldo spoke with Mr. Frank Marcello on October 27, 2021 and on December 1, 2021. The following three options were received:
  - a. Upgrade the present tank underneath the generator to a larger one, with the possibility of adding a pump for your tractors, etc.
  - b. Place a 1000-gallon tank (with pump) next to generator with a pump in order to fuel the generator tank as needed.
  - c. Place a 1000-gallon tank (with pump) onto a trailer to be stored in your warehouse and pulled to generator when needed.

Mr. Michael Medine reviewed these proposals with the Board. Following a discussion, Mr. Medine motioned to accept proposal, Mr. John Marchand seconded this motion and the motion carried. See attached.

Following the hurricane season, the tank can be emptied by the supplier. This will keep us from having to treat the fuel. A follow up report will be given at the next regular meeting.

Q. Related Party Questionnaire

1. Each board member was given a copy of the West Ascension Parish Hospital Service District Related Party Questionnaire at the October 28, 2021 board meeting. This questionnaire has been completed by all board members and has been returned to Postlethwaite and Netterville.

R. Nominate MEC Officers—2022-2023

1. The following nominations for medical staff officers were reviewed by the MEC at the October 19, 2021 meeting, at the October 28, 2021 Board of Commissioners meeting and at the November 16, 2021 MEC meeting.
  - a. Dr. Michel Hirsch, Chief of Staff
  - b. Dr. Glenn Barras, Vice Chief of Staff
  - c. Dr. Glenn Schexnayder, Secretary

Mr. John Marchand motioned to accept this slate of officers for 2022 and 2023. Mr. Michael Medine seconded the motion and the motion carried. These officers will assume their positions January 1, 2022.

## VII. NEW BUSINESS

- A. Applications for Review and Approval of Provisional Privileges
  - 1. There was one application presented to the Board for review and approval of provisional privileges.
    - a. Menachem Nagar, M. D., Neurology—Tele-Stroke

Following a review of the application, Mr. John Marchand motioned to approve the applicant for provisional privileges. Mr. Michael Medine seconded the motion and the motion carried.

- B. Applications for Review and Approval of Full Privileges
  - 1. There were no applications presented to the Board for review and approval of full privileges.
- C. 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.

- D. Vaccine Clinic Second Dose Event
  - 1. The National Guard held a second dose COVID -19 clinic at Prevost Hospital on Wednesday, November 10, 2021. A total number of doses administered was not provided.
- E. Attorney Charles Long—Class Action Suit
  - 1. Mr. Frank Shaw and Mr. Spencer Long spoke with the board members concerning a Memorandum of Understanding (MOU)

about the opioid settlement. Following this presentation, the Board approved a resolution to continue the process. See attached.

- F. Board Treasurer Election
  - 1. Dr. Glenn Schexnayder opened the floor for nominations for board treasurer. Mr. Michael Medine nominated Mr. A. J. Gomez. Mr. John Marchand motioned to close nominations and Mr. Michael Medine seconded this motion. This motion carried.
  
- G. Parish Utilities of Ascension
  - 1. Mr. Vince Cataldo gave this report to the Board. There was a serious water leak for the months of September, October and part of November. The leak was found and was repaired on November 23, 2021.
  
- H. Lofton Security
  - 1. Mr. Vince Cataldo gave this report to the Board. A copy of a proposal from Lofton Security for a pay rate increase was given to each board member. See attached. Following a discussion, Mr. Michael Medine motioned to accept this pay increase as requested. Mr. A. J. Gomez seconded the motion and the motion carried.
  
- I. One Time Pay Increase for Employees
  - 1. Mr. Vince Cataldo asked the board members about the annual one time pay increase for all employees that meet the established criteria. Following a brief discussion, Dr. Glenn Schexnayder motioned to grant the annual one time pay increase. Mr. John Marchand seconded the motion and the motion carried.
  
- J. Employee Health & Life Insurance
  - 1. Employee Health Plan
    - a. Mrs. Nobie Landry gave this report to the Board. The premium increased 7.7 % for employee health. Following a discussion, Mr. Michael Medine motioned to keep the plan we have and to offer a plan with a higher deductible and a reduced premium. Dr. Glenn Schexnayder seconded the motion and the motion carried.
  
  - 2. Employee Dental Plan
    - a. Mrs. Landry reported that this plan will remain unchanged.
  
  - 3. Employee Vision Plan
    - a. Mrs. Landry reported that this plan will remain unchanged.
  
  - 4. Employee Life & Voluntary Life Plan

- a. Mrs. Landry reported that this plan will remain unchanged. See attached.

### **VIII Executive Session**

- A. No executive session was called.

### **IX CONTINUING EDUCATION**

- A. A copy of the following articles was given to each MEC member.
  - 1. Printed Material
    - a. The doctor is not in—The Advocate—11/01/21
    - b. Human capital must be part of our investment strategy  
The Gratitude Group—Modern Healthcare—11/01/21
    - c. What to do about the workforce crisis—Modern  
Healthcare—11/01/21
    - d. Ochsner makes \$4 million gift—The Advocate—11/05/21
    - e. Medicaid cost estimate debated—The Advocate—11/11/21
    - f. Ideological differences’ led to Mary Bird Perkins, Lake  
split—The Advocate—11/16/21
    - g. Developer considers subdivision in western Ascension  
The Advocate—11/21/21
    - h. Harris announces \$1.5B investment in healthcare  
workforce, The Advocate—11/22/21
    - i. Quality of life plan explored at Ascension Parish Council  
meeting—The Chief—11/25/21

### **X. ADJOURNMENT**

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

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**Dr. Glenn Schexnayder, Board Vice-Chairman**

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**Mr. Vince Cataldo, Recording-Secretary**