

Prevoist Memorial Hospital

Vince A. Cataldo, Administrator
Board of Commissioners:
Michel Hirsch, M.D., Chairman
Glenn Schexnayder, M.D., Vice-Chairman
A.J. Gomez, Treasurer
John Marchand, Recording Secretary

October 26, 2023

BOARD OF COMMISSIONERS MEETING AGENDA

- I. Call to Order
- II. Roll Call
- III. Public Comment
- IV. Reading and Approval of Minutes
 - A. Call for a motion to change the order of business.
- V. Reports of Standing Committees
 - A. Monthly Reports
 - 1. Financial Report
 - 2. Sales Tax Report
 - 3. Medical/Executive Committee
 - 4. Utilization Review Committee
 - 5. Operative and Invasive Committee
 - 6. Emergency Room Committee
 - 7. Safety Committee
 - 8. Leadership Team
 - 9. Administrative
 - B. Quarterly Reports
 - 1. Medical Records Committee
 - 2. Pharmacy and Therapeutics Committee
 - 3. Blood Usage Committee
 - 4. Performance Improvement Committee
 - 5. Infection Control Committee
 - 6. Corporate Compliance Committee

- C. Bi-Annual Reports
 - 1. None Due

- VI. Old Business
 - A. Recruitment and Retention
 - B. Electronic Medical Records/Promoting Interoperability Program
 - C. Radiology Services
 - D. Tele-Stroke
 - E. La. Health Care Quality Forum—La. Health Information Exchange (LAHIE)
 - F. Hospital Improvements & Renovations (Mr. Henry Chauvin)
 - G. West Ascension Parish
 - H. MOB (214 Clinic Drive)
 - I. Ethics & Sexual Harassment Training
 - J. ER/Hospitalists (Physician coverage – Blue Angels Health)
 - K. IT Room AC Addition
 - L. The Joint Commission Survey (Hospital)
 - M. Cooperative Endeavor Agreement (CEA) between Ascension Parish Government and Our Lady of the Lake (LOL)
 - N. Baton Rouge General Hospital / Louisiana Independent Hospital Network Coalition, LLC (LIHNC)
 - O. Domestic Hot Water Renovations
 - P. Mr. Steven Nosacka (Trinity Capital Resources)
 - Q. Aug. 3 and Aug 17, 2023, Council meetings as the meeting pertain to Prevost
 - R. Mr. Rudy Gomez (SSA)

- VII. New Business
 - A. Ethics Designee

- VIII. Executive Session - None

- IX. Continuing Education
 - A. Printed Material
 - 1.
 - 2.
 - 3.
 - 4.
 - 5.
 - 6.
 - 7.
 - 8.

- X. Adjournment

**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: September 28, 2023

TIME: 12:00 Noon

PLACE: Prevost Memorial Hospital Conference Room

MEMBERS:

Dr. Michel Hirsch, Chairman
Dr. Glenn Schexnayder, Vice Chairman
Mr. John Marchand, Recording Secretary
Mr. A.J. Gomez, Treasurer
Mr. Charles “Chuck” Montero, Commissioner
Mr. Vince Cataldo, Administrator

OTHERS PRESENT:

Ms. Nobie Landry, CFO
Ms. Loretta Larvadain, DON
Mr. Rudy Gomez (SSA)

ABSENT: Mr. Chuck Montero

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. Mr. Chuck Montero was absent.

III. PUBLIC COMMENT

A. None

IV. READING AND APPROVAL OF MINUTES:

A. There was no objection to the minutes of the August 31, 2023 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 Dr. Glenn Schexnayder, the financial report was accepted as presented.

2. Sales Tax Report

a. Mrs. Nobie Landry gave this report to the Board. The total sales taxes collected for the month of July was \$148,479.53. This total showed an increase from July, 2022.

3. Medical Staff/Medical Executive Committee Meeting

a. Mr. Vince Cataldo read this report to the Board. On a motion by Dr. Glenn Schexnayder, this report was accepted as read.

4. Utilization Review Committee

a.

SOCIAL SERVICES	Aug 2023
Patient Visits	12
Consultations	4
Observations	8
Referrals	2

b.

MEDICAL REVIEW	Aug 2023
Medicaid Admits	0

c.

MONTHLY DENIALS	Aug 2023
Denials	0

d.

PHYSICIAN QUALITY PROBLEMS	Aug 2023
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 August 2023.

f. Notice of Admission Denial: None for August 2023.

g.

MEDICARE / LHCR REVIEW	Aug 2023
Acute	0
Swing	0
Hospice	0
Inpatient Charts Requested for Review	0

h.

QA/I REVIEW	Aug 2023
ADMISSIONS (observations not included)	
Acute Admissions	2
Observations	8
Swing Admissions	0
Hospice Admissions	0
DISCHARGES	
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
Swing Discharges	0
Hospice Discharges	0
DEATHS	
Acute Deaths	0
Swing Deaths	0
Hospice Deaths	0

The Board accepted this report as presented.

5. **Operative and Invasive Procedures Committee**

a. Wound Care Clinic

WOUND CARE CLINIC	Aug 2023
Patients seen	76
Specimen submitted	0

b. Emergency Department

EMERGENCY DEPT.	Aug 2023
Specimens received	0

c. Pathologist Review

PATHOLOGIST REVIEW	Aug 2023
Wound Care Specimens	0
OP/Emergency	0
Non-Gyn Cytologies	0

The Board accepted this report as presented.

6. **Emergency Room Committee**

a. The Board reviewed the minutes of the Emergency Room Committee meeting.

There were no objections to the minutes as presented.

Aug 2023 ER Stats	
Total Patients Registered	537
Total Patients Seen	529
Admissions	0
Observations	7
Transfers to another facility	39
Code	0
Positive Outcomes	N/A
Expired	N/A
AMA	7
Left without being seen (includes triage)	8
Left prior to triage	3
Eloped (LDTX)	6
Returns to ED within 72 Hours	14
Returns w/same symptoms	11
Returns w/different symptoms	3
Patients received x-rays	106
# of x-rays	124
Interpretations differed from radiologist	0
# of Patients received CT Scans	48
# of CT Scans	58
Interpretations differed from radiologist (Physician— (N/A)	0
Cardiac Thrombolytic administrations	0
Stroke Thrombolytic administration	1

Monthly ER Test Totals/Positive Results Aug 2023			
Test Name	Total orders	Positive Results	% Positive
Flu A&B, Rapid	67	1	1.5%
Strep A, Rapid	61	5	8.2%
RSV (≤ 18 yrs. & ≥ 60 yrs)	8	0	0%
COVID-19 Swab, PCR/NAA	142	28	26.8%

The Board accepted this report as presented.

7. **Safety Committee (08/01/23 to 08/31/23)**

- a. Committee Reports
 - 1. Environment of Care

	Environment of Care Plans	Date Tested /Checked
1.	Equipment Management Plan	
	❖ Kenwood P25 Radio Test	8/23/23
	❖ Generator Test	8/23/23
2.	Safety/Risk Management Plan	
	❖ No activity – will continue to monitor	On going
3.	Utilities Management Plan	
	❖ Line Isolation Test	8/23/23
	❖ Medical Gas Testing	8/23/23
4.	Fire Prevention Plan/Life Safety Management Plan	
	❖ Fire Extinguisher Inspection	8/23/23
	❖ Oxygen Cut Off Valves	8/23/23
	❖ Fire Marshall Annual Visit (ANNUALLY)	09/13/22
	❖ Ground Fault Testing & Hospital Electrical Panels	8/23/23
5.	Security Management Plan	
	❖ No activity – will continue to monitor	Ongoing
	❖ Egress Lights Testing	8/23/23

6.	Hazardous Materials and Waste Management Plan	
	❖ Emergency Showers	8/23/23
7.	Emergency Management Plan	
	❖ No activity – will continue to monitor	On going

2. Reports

a. Incident Reports

Aug 2023	
INCIDENTS	No. of Incidents
➤ Employee	0
➤ Physician	0
➤ Outpatient	0
➤ Visitor	0

b. Security Report

1. Security was reminded to always lock the double doors leading into the emergency room. A key pad/badge has been installed on the back door for entry.

c. Recalls

1. There were no recalls in any other departments reported. Pharmacy reports recalls on a quarterly basis. Mr. James Breaux asked that every department return recall papers after they are informed.

d. General Safety

1. Ms. Sandra Rose in purchasing is in the process of purchasing the water treatment kit to meet The Joint Commission standards.

b. Old Business

1. Housekeeping Department

- a. The housekeeping department's director will monitor timely cleaning of the emergency room. Mr. Jim Hurry in housekeeping will now only do mopping of the entire facility; however, it is not being done.

2. Helipad Lights

- a. The lights on the helipad are continuing to be monitored.

c. New Business

1. IT After Hours Contact

- a. If anyone needs assistance with IT after working hours, calls need to be placed to the answering service of Lantech IT, Mr. Will Landry (225-443-9444). Due to an increase in phone calls in the dietary department between the hours of 8:00 AM through 11:00 AM, the phone lines are sometimes jammed up. The phone specialists have been consulted to work with the dietary manager, yet this is still an issue. It is important to keep all communication with incoming calls to the hospital. During the time of the phone congestion, calls are not being received to the emergency room. These calls include Acadian Ambulance with incoming patients.

The Board accepted this report as presented.

8. Leadership Team

a. The Joint Commission Survey

1. Mr. Cataldo gave an update on The Joint Commission requirements to be completed. Work is continuing with the architects, engineers and others to find a solution to complete the unfinished correction action. This work is partially completed. Mr. Robert Utley gave this report to the Board on 7/27/23. Mr. Utley discussed plans to resolve issues with the domestic hot water system and the fire dampers at the hospital. Dr. Glen Schexnayder motioned to go for bid on these projects. Mr. John Marchand seconded this motion and the motion carried. This work should resolve any issues with The Joint Commission.

b. Health Fair.

Mrs. Liz Simoneaux reported we have 16/17 vendors registered for the Health fair and plan to use both main hallways in the hospital side for set up. The sizes for T-shirts are still being collected from all departments.

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

9. Administrative

a. Complaints

1. There were no complaints received in August, 2023.

b. Pending Litigation

NAME	FILED	CLOSED
James Mulvey	10/04/19	6/12/23
Lynn Landry	08/19/20	8/7/23
Reavon Gasper	02/21/22	Favorable Panel Review
Henry Mitchell	07/17/23	

V. OLD BUSINESS

A. Recruitment and Retention

1. Mrs. Loretta Larvadain gave this report to the Board. No changes since the last meeting. Some calls received but they are looking for higher wages.

B. Electronic Medical Records/Promoting Interoperability Program (Dr. Nagaratna Reddy) (CareSouth)

1. Electronic Medical Record

- a. Mr. Vince Cataldo gave this report to the Board. Athenahealth go live was August 6, 2019. The meetings with Athenahealth are now scheduled every two weeks. There is no new information to share. 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. Athena and LAHIE are still working on new CMS requirements. A follow up report will be given at the next regular meeting.

C. Radiology Services

1. Mr. Vince Cataldo gave this report to the Board.

Aug 2023		
Service	No. of Patients	No. of Exams
X-rays ER	106	124
X-rays Out Patient	123	159
X-rays In Patient	0	0
CT Scan ER	48	58
CT Scan Out Patient	26	26
CT Scan In Patient	0	0
Bone Density	14	N/A
Cardiac Calcium Scoring	3	N/A
Lung Cancer Screening	0	N/A
Mammograms	72	N/A

D. Tele-Stroke

1. There was one (1) mock stroke patient and one (1) stroke patient seen in the emergency room in August 2023. Thrombolytics were not administered

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

1. Mr. Vince Cataldo gave this report to the Board. LAHIE is receiving and reporting to the state on syndromic surveillance, electronic reportable lab and immunizations. There is nothing new to report. A follow up report will be given at the next regular meeting.

F. Hospital Improvements and Renovations (Mr. Henry Chauvin)

1. Mr. Vince Cataldo gave this report to the Board. Mr. Chauvin is writing the specs for the first phase of the hospital improvements and renovations. He said the specs should be completed soon for the bidding process to begin. A follow up report will be given at the next regular meeting.

G. 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 a small group of residents that want a new hospital in the Donaldsonville area. This is being fueled by some parish officials and the upcoming election. (See Printed Material) A follow up report will be given at the next regular meeting.

H. MOB (214 Clinic Dr.)

1. Electrical Work (Main Electrical Distribution Panel Replacement)The main electrical box to the rear of the building was equipped with fuses and needed to be upgraded. CJ Electric did most of this work on June 2, 2023. Entergy made the switch to the new service on the same day. The clinic was closed on June 2, 2023 for this work to be done. C. J. Electric returned on Saturday, June 10, 2023 to do some additional work. The job appears to have been completed.
A follow up report will be given at the next regular meeting.

I. Ethics & Sexual Harassment Training

1. Mr. Vince Cataldo gave this report to the Board. It is mandatory that all board members of public bodies and all hospital employees receive ethics and sexual harassment training annually. The annual Safety Skills electronic version is being monitored for completion by employees. This includes Sexual Harassment and Ethics. We are about 98% complete. We

will review what we have on record for each board member. A follow up report will be given at the next regular meeting.

J. ER/Hospitalists Blue Angels Health (Physician Coverage)

1. Mr. Vince Cataldo gave this report to the Board.

Aug 2023	
ER Volume 537	Increased by 96
Admits 0	0
Observations 7	7

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

K. IT Room AC Addition

1. The current system cannot get the temperature below 82° with all of the equipment in the IT Room. The engineers recommended a mini-split to resolve this problem. The engineers did not recommend accepting the first bid. Trent’s Air Conditioning and Heating, Inc. submitted a bid for \$20,815.00. The board accepted the bid on June 29, 2023. We are waiting for the installation. This work should be completed by 9/26/2023. A follow up report will be given at the next regular meeting.

L. The Joint Commission Survey (Hospital)

1. Mr. Cataldo gave an update on The Joint Commission requirements to be completed. Work is continuing with the architects, engineers and others to find a solution to complete the unfinished corrective action. This work is partially completed. Mr. Robert Utley gave this report to the Board on 7/27/2023. Mr. Utley Discussed plans to resolve issues with the domestic hot water system and fire dampers at the hospital. Dr. Glen Schexnayder motioned to go for bid on these projects. Mr. John Marchand seconded this motion and the motion carried. This work should resolve any issues with The Joint Commission. Bids will be opened on October 19, 2023. A follow up report will be given at the next regular meeting.

M. Cooperative Endeavor Agreement (CEA) between Ascension Parish Government and Our Lady of the Lake (LOL)

1. Ascension Parish Government approved a Cooperative Endeavor Agreement (CEA) with Our Lady of the Lake Hospital, Inc. individually and on behalf of its wholly owned subsidiaries Our Lady of the Lake Physician Group, LLC and Health Care Centers in Schools, Inc. The approval of this agreement will have negative effects on the West Bank Healthcare providers. The Ascension Parish Health Unit does not offer services on the West Bank as of 9/28/2023. The Ascension Parish Mental Health Clinic on the West Bank offers outpatient services on Tuesdays

and Wednesdays. These services are provided by Capital Area Human Services and not through the CEA. A follow up report will be given at the next regular meeting.

- N. New Ultrasound Machine Equipment
 - 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.

- O. Baton Rouge General Hospital/Louisiana Independent Hospital Network Coalition LLC. (LIHNC)
 - 1. Mr. Vince Cataldo gave this report to the Board. On June 14, 2023, all paperwork was completed to join the Louisiana Independent Hospital Network Coalition, LLC (LIHNC). Prevost Hospital was approved by the LIHNC board on June 22, 2023. Mr. Cataldo met with Ms. Jessica Canning to onboard with LIHNC. Ms. Canning will assist us in any way that can help us through these challenging times.

- P. Domestic Hot Water and Fire Damper Renovations (Mr. Robert Utley)
 - 1. Mr. Robert Utley gave this report to the board. Mr. Utley discussed plans to resolve issues with the domestic hot water system and the fire dampers at the hospital. Dr. Glenn Schexnayder motioned to go to bid on these projects. Mr. John Marchand seconded this motion and the motion carried. Bids will be opened on October 19, 2023 at 2:30 pm. This work should resolve an issue with The Joint Commission and an issue with the State Department of Health.

- Q. Mr. Steven Nosacka (Trinity Capital Resources)
 - 1. Mr. Nosacka has been working with us to prepare the budget with the Capital Expenditures for 2022-2023 and 2023-2024 to be presented to the Ascension Parish Council. A follow up report will be given at the next regular meeting.

- R. August 3 and August 17, 2023, Council meetings as they pertain to Prevost.
 - 1. These meetings were discussed at the August 31st Board meeting. The Board authorized Mr. Vince Cataldo to engage with an attorney at a reasonable hourly rate to represent Prevost. A follow up will be given at the next regular meeting.

VI. NEW BUSINESS

- A. Mr. Rudy Gomez (SSA)
 - 1. Mr. Rudy Gomez reviewed the findings and recommendations from the

2018 Needs Assessment Report. Mr. Gomez mentioned that the Board should concentrate on having signed agreements in place before building or renovating anything. Renovating this facility or a new hospital is not a high priority at this time. A written amended report will follow. A follow up report will be given at the next regular meeting.

B. Budget Review with Capital Expenditures (Review and Approval) (2022-2023) (2023-2024)

1. These amended budgets with capital expenditures were prepared by Mr. Henry Chauvin, Mr. G. Higgins, Mr. Robert Utley, Mr. Brandon Cortez, Ms. Nobie Landry and Mr. Steve Nosacka. Following a review of these budgets with capital expenditures, Mr. John Marchand motioned to approve as presented. Dr. Glenn Schexnayder seconded this motion, and the motion carried. These budgets with capital expenditure will be presented to the Ascension Parish Council on October 5, 2023. A follow up report will be given at the next regular meeting.

C. La Compliance Questionnaire

1. Each board member was given a copy of the compliance questionnaire for review. Following this review, Dr. Glenn Schexnayder motioned to approve the questionnaire as presented. Mr. John Marchand seconded this motion and the motion carried.

D. The Joint Commission (Laboratory and Respiratory)

1. The Lab and Respiratory Department were inspected by The Joint Commission on August 29 through August 31, 2023. Both departments received a good report from TJC.

E. Quarterly Budget Review.

1. Ms. Nobie Landry gave this report to the Board. Only a few adjustments were necessary for the Quarter. Mr. John Marchand motioned to accept these adjustments as presented. Mr. A.J. Gomez seconded this motion and the motion carried.

F. Applications for Review and Approval for Provisional Privileges

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

Dr. Andrew Yusupov	StatRad	Virtual Radiology
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Dr. Glenn Schexnayder motioned to approve the applicant for provisional privileges for 4 months. Mr. John Marchand seconded the motion and the motion carried.

VII. CONTINUING EDUCATION

- A. A copy of the following articles was given to each Board member.
 - 1. Printed material
 - a. Donaldsonville hospital releases renderings. 8/24/23 (The Donaldsonville Chief)
 - b. Prevost Memorial releases renderings of improvements. 8/24/23 (Gonzales Weekly Citizen)
 - c. Public Weighs in on hospital's future. 9/14/23 (Gonzales Weekly Citizen)
 - d. Another \$2B low-carbon ammonia plant proposed. 9/15/23 (The Advocate)
 - e. Health Care Task force expands. 9/24/23 (The Advocate)
 - f. Healthcare Task Force empaneled to advise on Prevost as Casso lambastes Thomas. 9/26/23 (Pelican Post)
 - g. West Ascension Health Care Task Force – September 18, 2023

VIII. ADJOURNMENT

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

Dr. Michel Y. Hirsch, Board Chairman.

Mr. Vincent Cataldo, Administrator Secretary.