

West Ascension Parish Hospital

Service District

Jessica Soileau Canning, Interim CEO
Secretary and Treasurer

Board of Commissioners:
William "Bill" Dawson, Chairman
Glen Price, Vice-Chairman
Charie Mitchell Levy, Board Member
Tanya Scott Mitchell, Board Member
Falcon Mire, Board Member

Wednesday

February 28, 2024

6:00 pm

Ascension Parish Courthouse

300 Houmas St. Donaldsonville, La 70346

BOARD OF COMMISSIONERS MEETING

AGENDA

- I. Call to Order**
- II. Roll Call**
- III. Public Comment**
- IV. Reading and Approval of Minutes of January 25, 2024.**
- V. Reports of Standing Committees**
 - A. Monthly Reports
 - 1. Financial Report
 - 2. Sales Tax Report
 - 3. Medical Executive Committee
 - 4. Utilization Review
 - 5. Operative and Invasive Committee
 - 6. Emergency Room Committee
 - 7. Safety Committee
 - 8. Leadership Team
 - 9. Administrative
 - B. Chairman Report.

VI. Old Business

- A. Update on the status of the Chauvin Invoices and Contract.
- B. Update on Inspection by Baton Rouge General Hospital/Louisiana Independent Hospital Network Coalition LLC. (LIHNC)
- C. Update on RFP Status for Community Needs Assessment and Hospital Needs Assessment.
- D. By Laws Review/Update – Bill Bourgeois, Atty.
- E. Applications for Review and Approval for Temporary Privileges.
 - 1. Gruezke, MD

VII. New Business

- A. Applications for Review and Approval for Temporary Privileges.
 - 1. Sharp, MD
- B. Consideration of the 2023/2024 Capital and Operations Budget for approval by the Ascension Parish Council.
- C. Consideration of approval of a contract
 - 1. Search for Hospital DirectorConsideration of approval of a contract between West Ascension Hospital Service District (WAHSD) and SSA, Consultants (SSA) to provide advertisement and other assistance to hire a permanent Chief Executive Officer and provide partnerships to assemble an RFI to gauge interest in partners to participate with WAHSD on their major facility expansion.
- D. Appointment of Mr. Malcolm Dugas as the bond attorney for the Board.
- E. Expedite the purchase of a Hospital Van and funding for this service.
- F. Administrator Travel Expenses

VIII. Executive Session

LAWSUITS UPDATES

- A. Board of Commissioners vs. Ascension Parish / No. 138830 23rd Judicial District Court.
- B. Update on Diggs & Causey vs. Prevost.
- C. Patient Lawsuits Junior & Mitchell

IX. 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: February 28, 2024

TIME: 6:00 pm

PLACE: Ascension Parish Courthouse. 300 Houmas St. Donaldsonville, La 70346

MEMBERS:

Mr. William “Bill” Dawson, Chairman
Mr. Glen Price, Vice Chairman
Mrs. Charie Mitchell Levy, Secretary/Treasurer
Mrs. Tanya Scott Mitchell, Board Member
Mr. Falcon Mire, Board Member
Mrs. Jessica Canning, Interim Administrator

OTHERS PRESENT:

Mrs. Jessica C. Landry, Administrator’s Assistant
Mr. Shelton Anthony, VP of Operations

ABSENT:

HOSPITAL ATTORNEY: Kenneth Dupaty.

GUEST:

I. CALL TO ORDER

A. The meeting was called to order by William (Bill) Dawson, Chairman at 6:00 pm.

II. ROLL CALL

A.

III. PUBLIC COMMENT

A.

IV. READING AND APPROVAL OF MINUTES:

- A. There was no objection to the minutes of the January 25, 2024, meeting as distributed. Motion by Mrs. Tanya Mitchell, seconded by Mr. Falcon Mire, to dispense the reading of the minutes. On a motion by Mrs. Tanya Mitchell, seconded by Mr. Glen Price, to approve the minutes as distributed.

V. Reports of Standing Committees

A. Monthly Reports

1. Financial Report (See Attachment 1, 2 & 3)

- a. The monthly financial report was presented (by exception) by Mrs. Jessica Soileau Canning.
- b. Complaints
There were no complaints received in January 2024.
- c. Pending Litigation

NAME	FILED	CLOSED
Henry Mitchell	07/17/23	
Jonathan Junior	11/07/2023	

2. Sales Tax Report (See Attachment 4)

- a. Mrs. Jessica Soileau Canning gave this report to the Board. The total sales taxes collected for the month of December 2023 was \$175,573.79 This total showed an increase from December 2022.

3. Medical/Executive Committee (Attachment 5)

- a. Mrs. Jessica Soileau Canning read this report to the Board. The MEC met on 1/23/2024 and approved the doctors due for recredentialing.

4. Utilization Review (See Attachment 5)

a.

SOCIAL SERVICES	Jan 2024
Patient Visits	2
Consultations	0
Observations	2
Referrals	1

b.

MEDICAL REVIEW	Jan 2024
Medicaid Admits	0

c.

MONTHLY DENIALS	Jan 2024
Denials	0

d.

PHYSICIAN QUALITY PROBLEMS	Jan 2024
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 January 2024.

f. Notice of Admission Denial: None for January 2024.

g.

MEDICARE / LHCR REVIEW	Jan 2024
Acute	0
Swing	0
Hospice	0
Inpatient Charts Requested for Review	0

h.

QA/I REVIEW	Jan 2024
ADMISSIONS (Observations not included)	
Acute Admissions	0
Observations	0
Swing Admissions	0
Hospice Admissions	0
DISCHARGES	
Acute Discharges	
● 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

5. Operative and Invasive Procedures Committee (See Attachment 5)

a. Wound Care Clinic

WOUND CARE CLINIC	Jan 2024
Patients seen	59
Specimen submitted	0

Mrs. Canning also pointed out that the quality of care for the wound care clinic is 98.5%, which is higher than the 95.5% average.

b. Emergency Department

EMERGENCY DEPT.	Jan 2024
Specimens received	0

c. Pathologist Review

PATHOLOGIST REVIEW	Jan 2024
Wound Care Specimens	0
OP/Emergency	0
Non-Gyn Cytologies	0

The Medical Staff/MEC accepted this report as presented.

6. Emergency Room Committee (See Attachment 5)

- a. The Medical Executive Committee reviewed the minutes of the Emergency Room Committee meeting.
There were no objections to the minutes as presented.

ER STATS	Jan 2024
Total Patients Registered	463
Total Patients Seen	461
Admissions	0
Observations	4
Transfers to another facility	24
Code	0
Positive Outcomes	0
Expired (DOA)	2
AMA	9
Left without being seen (includes triage)	2
Left prior to triage	1
Eloped (LDTX)	6
Returns to ED within 72 Hours	10
Returns w/same symptoms	6
Returns w/different symptoms	4
Patients received x-rays	138
# of x-rays	176
Interpretations differed from radiologist.	0

# of patients received CT Scans	51
# of CT scans	55
Interpretations differed from radiologist.	0
Cardiac Thrombolytic administrations	0
Stroke Thrombolytic administration	0

Monthly ER Test Totals/Positive Results January 2024			
Test Name	Total orders	Positive Results	% Positive
Flu A&B, Rapid	144	32	22.2%
Strep A, Rapid	97	11	11.34%
RSV (≤18 yrs. & ≥60 yrs)	15	2	13.33%
COVID-19 Swab, PCR/NAA	146	18	12.3%

The Lab also reported there were zero (0) patients without armbands.

The Medical Staff/MEC accepted this report as presented.

7. Safety Committee (1/1/2024 to 1/31/2024) (See Attachment 5)

a. Committee Reports

1. Environment of Care

	Environment of Care Plans	Date Tested /Checked
1.	Equipment Management Plan	
	❖ Kenwood P25 Radio Test	N/A
	❖ Generator Test	1/31/2024
2.	Safety/Risk Management Plan	
	❖ No activity – will continue to monitor	On Going
3.	Utilities Management Plan	
	❖ Line Isolation Test	1/31/2024
	❖ Medical Gas Testing	1/31/2024
4.	Fire Prevention Plan/Life Safety Management Plan	
	❖ Fire Extinguisher Inspection	1/31/2024
	❖ Oxygen Cut Off Valves	1/31/2024

	❖ Fire Marshall Annual Visit (ANNUALLY)	12/13/2023
	❖ Ground Fault Testing & Hospital Electrical Panels	1/31/2024
5.	Security Management Plan	
	❖ No activity – will continue to monitor	Ongoing
	❖ Egress Lights Testing	1/31/2024
6.	Hazardous Materials and Waste Management Plan	
	❖ Emergency Showers	1/31/2024
7.	Emergency Management Plan	
	❖ No activity – will continue to monitor	On going

2. Reports

a. Incident Reports

Jan 2024	
INCIDENTS	No. of Incidents
➤ Employee	2
➤ Physician	0
➤ Outpatient	1
➤ Visitor	0

b. General Safety

1. The annual Safety Skills electronic version is being monitored for completion by employees. This includes Sexual Harassment and Ethics. The email has been sent, please complete these courses as soon as possible.
2. The lights in both parking lots will be fixed within the next few weeks.
3. The CT machine is not connected to the main generator. We must have an electrician correct this to avoid diversion during power outages. We are searching for a qualified electrician.
4. Mark Maurice with Acadian Ambulance came out to inspect the Helipad. We are now in compliance with regulations.

8. Leadership Team (Attachment 5)

- a. The boilers are now scheduled for preventative maintenance starting on February 22, 2024.

9. Administrative (See Attachment 5)

- a. Complaints
 - 1. There were no complaints received in January 2024.
- b. Pending Litigation

NAME	FILED	CLOSED
Henry Mitchell	07/17/23	
Jonathan Junior	11/07/2023	

- c. Safety incident involving 2 employees.
- d. Renovations of hospital. (Crews Contractors)

On a motion by Mr. Glenn Price, seconded by Mrs. Tanya Mitchell, the Board accepted all standing reports as read.

B. Chairman’s Report

- 1. Visit from the Pastoral Group was very successful.
- 2. The Board is currently working on developing a strategic plan as well as goals and objectives for the Board.

VI. OLD BUSINESS

- A. Review of the Chauvin Invoices and Contract.**
Mr. Kenneth Dupaty has advised the invoices have been sent for review. We are waiting for an update from the firm hired to review said invoices.
- B. Update on Hospital Inspection by WHLC Architecture. (See Attachment 6)**
Mr. Matthew Caillouet from WHLC gave a report advising to do an analysis of the cost of Updating the current facility vs. new construction.
- C. Update on RFP Status for Community Needs Assessment and Hospital Needs Assessment. (See Attachment 7)**
The Strategic Plan and the Hospital Needs Assessment are both being developed and published.
- D. By Laws Update**
The By Laws Committee is currently working to compare parish laws that may affect any updates to the hospital by-laws. The Committee is also getting guidance from Mr. Bill Bourgeois to properly update the by-laws.
- E. Application for Review and Approval for Temporary Privileges (See Attachment 8)**
 - 1. Dr. Gruezke.

On a motion by Mr. Falcon Mire, seconded by Mrs. Tanya Mitchell, Dr. Gruezke has been granted temporary privileges.

VII. New Business

A. Applications for Review and Approval for Temporary Privileges.

(See Attachment 9)

1. Dr. Sharp, ER/Hospitalist with Blue Angels. On a Motion by Mrs. Charie Levy, and seconded by Mr. Glenn Price, Dr. Sharp will be considered for temporary privileges.

B. Consideration of the 2023/2024 Capital and Operations Budget for approval by the Ascension Parish Council.

On a motion by Mr. Glenn Price, seconded by Mrs. Tanya Mitchell, the capital budget has been approved to be presented to the Ascension Parish Council

C. Consideration of approval of a contract

1. Search for Hospital Director

Consideration of approval of a contract between West Ascension Hospital Service District (WAHSD) and SSA, Consultants (SSA) to provide advertisement and other assistance to hire a permanent Chief Executive Officer and provide partnerships to assemble an RFI to gauge interest in partners to participate with WAHSD on their major facility expansion. Mr. Rudy Gomez addressed the board about the fees associated with the Executive search. There will be an hourly rate with a \$58,000 ceiling, and a minimum of \$15,000.

On a motion by Mr. Glenn Price, seconded by Mrs. Charie Levy, a contract to search for an executive director has been approved.

D. Appointment of Mr. Malcolm Dugas as the bond attorney for the Board.

On a motion by Mr. Glenn Price, seconded by Mr. Falcon Mire, Mr. Malcom Dugas has been appointed as the bond attorney for the West Ascension Parish Hospital Service District Bond Lawyer.

E. Expedite the purchase of a Hospital Van and funding for this service.

On a motion by Mr. Falcon Mire, seconded by Mrs. Tanya Mitchell, the board has approved the expedition of purchasing a Hospital Van.

F. Administrator Travel Expenses (See Attachment 10)

A motion by Mr. Falcon Mire, seconded by Mrs. Charie Levy, the board approved the travel expenses to be reimbursed.

VIII. Executive Session

It was moved by Mr. Falcon Mire and seconded by Mr. Tanya Mitchel to go into executive session at 7:03 pm.

LAWSUIT UPDATES

A. Lynn Landry vs. Prevost

B. Board of Commissioners vs. Ascension Parish.

Formal Resolution to Approve Bill Bourgeois as Special Counsel to the Board in Reference to Lawsuit Prevost Board v. Ascension Parish No. 138830 23rd Judicial District Court.

C. Update on Diggs & Causey vs. Prevost.

Michael Causey and Patricia Skinner Diggs v. West Ascension Parish Hospital Service District d/b/a Prevost Hospital Memorial, and Vince Cataldo, Civil Action 3:22-cv-1018-BAJ-EWD in the United States District Court for the Middle District of Louisiana.

On a motion by Mr. Glen Price and seconded by Mr. Falcon Mire, the Executive Session ended at 7:24 pm.

A motion was made to continue the settlement of Diggs & Causey vs. Prevost was made by Mr. Falcon Mire, seconded by Mrs. Tanya Mitchell. The motion carried.

IX. Adjournment

A. There being no further business to discuss, a motion for adjournment was made by Mr. Glenn Price, seconded by Mrs. Tanya Mitchell and the motion carried.

William “Bill” Dawson, Chairman.

Mrs. Jessica Soileau Canning, Secretary