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West Ascension Parish Hospital Service District Board of Commissioners Meeting Agenda

Date: February 5, 2025

Time: 5:00pm

Location: West Ascension Parish Hospital – Board Room

301 Memorial Drive, Donaldsonville, LA

1. Call to Order

2. Roll Call

3. Invocation and Pledge of Allegiance

4. Approval of Minutes

- Board Meeting held on November 29, 2025 & December 30, 2025

5. Public Comment

Limited to agenda items; 3-minute time limit per speaker.

6. Reports of Standing Committees

Financial Report

- Income Statement
- Balance Sheet
- Sales Tax Report

Medical Executive Committee Report

Administration Report

A. Chairman Report

Old Business

(None to bring before the Board of Commissioners)





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VII. New Business

1. Review and Approval of Medical Staff Application and Appointments

- Joshua Bacon, Blue Angels, ER/Hospitalist, Full Privileges
- Trinease Sanders, Robust Clinical Foundation, NP, Full Privileges
- Vivian Jaber, Tulane, Telestroke, Full Privileges

2. Board Of Commissioners Annual Education Review
3. Resolution Adopting Louisiana Compliance Questionnaire Review
4. Epic Implementation Review
5. Update On Request for Qualification for A&E Services
6. Introduction Ordinance to Annex into City of Donaldsonville
7. 2026 Election for Board of Commissioners
 - a. Chairman
 - b. Vice Chairman
 - c. Secretary
 - d. Treasurer

VIII. Executive Session

IX. Adjournment





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WEST ASCENSION PARISH 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 5, 2026

TIME: 5:00 pm

PLACE: West Ascension Parish Hospital

MEMBERS:

Mr. William “Bill” Dawson, Chairman
Mr. Falcon Mire, Vice-Chairman
Dr. Charie Mitchell Levy, Secretary/Treasurer
Ms. Tanya Scott Mitchell, Board Member
Mrs. LaDarby Williams, Board Member
Mr. Shelton Anthony, Administrator

OTHERS PRESENT:

Mr. Kevin, Mr. Quincy, Dr. Buggage, Dr. Blanchard, Mrs. Anastasia, and Ms. Ternica

ABSENT: Mrs. LaDarby Williams

HOSPITAL ATTORNEY: Kenneth Dupaty

GUEST: _____

I. CALL TO ORDER

Mr. Dawson called the meeting of the West Ascension Parish Hospital Service District to order at 4:59 PM.





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II. ROLL CALL

By Roll Call of all Board Members, Mr. Wright asked for present from Board Members:

Mr. Dawson (Present) , (Absent)

Dr. Levy (Present) , (Absent)

Mrs. Williams (Present) , (Absent)

Ms. Mitchell (Present) , (Absent)

Mr. Mire (Present) , (Absent)

Mr. Anthony (Present) , (Absent)

III. INVOCATION and PLEDGE of ALLEGIANCE

The Pledge of Allegiance was led by Mr. Dawson. Prayer was led by Mr. Anthony

IV. READING AND APPROVAL OF MINUTES: by Mr. Anthony

A. A motion by Mr. Dawson to dispense with the reading of the minutes and approve the minutes of Thursday, November 24, 2025 and December 30, 2025. The motion was seconded by Dr. Levy and the motion **passed**. The motion **passed without** any objections.

V. Public Comment Period

N/A opened the floor to any public comments at this time, who noted that the Public Comment period was open for anyone who wishes to speak on behalf of any agenda topic, with a limit of 3 minutes per public member. Mr. Austin Wright asked Mr. Anthony to read the names of the listed speakers for Public Comment on the record and each topic: Mr. Anthony reported that 0 visitors were present.

VI. Reports of Standing Committees

A. Monthly Reports were presented with the exception only, reading of meetings by Mr. Anthony.



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A. Financial Report

- The monthly financial report was presented by **Mr. Anthony**. On a motion by **Mr. Dawson** and a second by **Ms. Mitchell**, the financial report was accepted as presented. (*Income Statement/ Balance Sheet/ Capital Analysis- available in attachments*)

Income Statement

Income Statement - Detail Against Budget As of December 31, 2025

Reporting Book:	ACCRUAL	
As of Date:	12/31/2025	
	Month To Date 12/31/2025	01/01/2025 Through 12/31/2025
	Actual	Actual
Net Patient Revenue		
Revenue	1,302,113.10	12,331,915.10
Reductions to revenue	308,147.13	3,682,631.64
Total Net Patient Revenue	993,965.97	8,649,283.46
Other Operating Revenue		
Other General Revenue	247,428.40	2,888,371.80
Total Other Operating Revenue	247,428.40	2,888,371.80
Total Net Operating Revenue	1,241,394.37	11,537,655.26
Net Operating Expenses		
Employee Related Expenses		
Contract Labor	71,717.72	1,402,211.71
Salaries & Wages	434,865.89	4,730,437.95
Total Employee Related Expenses	506,583.61	6,132,649.66
Purchased Services	241,042.01	2,977,270.96
Other Expenses	(25,701.32)	1,425,448.59
Supplies Detailed	35,609.70	1,150,840.74
Total Net Operating Expenses	757,534.00	11,686,209.95
Total Net Operating Performance	483,860.37	(148,554.69)
Capital Related Revenue and Expenses	681.61	5,522.50
Total Net Income	484,541.98	(143,032.19)

- Mr. Anthony** explained that Year-To-Date _____ Net Income.



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Balance Sheet:

Balance Sheet - Detail
As of December 31, 2025
Reporting Book:
As of Date:

ACCRUAL
12/31/2025

	Month Ending 12/31/2025	Month Ending 11/30/2025	Month Ending 12/31/2024
	Actual	Actual	Actual
Assets			
Current Assets			
Cash and Cash Equivalents	24,809,710.48	24,265,758.05	26,043,482.53
Net Patient AR	5,145,602.99	5,273,226.02	4,056,777.93
Other Receivables	299,776.47	299,776.47	299,776.32
AR Other - Suspense	(67,174.57)	(66,896.01)	546.92
Inventory	478,689.43	454,994.90	280,657.20
Prepaid Expenses	(71,841.37)	(68,204.20)	(54,750.56)
Total Current Assets	30,594,763.43	30,158,655.23	30,626,490.34
Long Term Assets			
Fixed Assets, Net of Depreciation			
Fixed Assets	14,768,745.53	14,795,252.22	13,652,499.78
Accumulated Depreciation	(7,502,925.18)	(7,464,220.22)	(6,988,877.20)
Total Fixed Assets, Net of Depreciation	7,265,820.35	7,331,032.00	6,663,622.58
Total Long Term Assets	7,265,820.35	7,331,032.00	6,663,622.58
Total Assets	37,860,583.78	37,489,687.23	37,290,112.92
Liabilities and Unrestricted Earnings			
Liabilities			
Current Liabilities			
Accounts Payable	785,359.01	899,781.34	254,823.68
Unearned revenue	421,890.90	421,890.90	421,890.90
Cost Report Settlement	59.34	132.44	(2,624.83)
Accrued Payroll Expenses	156,308.51	155,458.51	(23,975.04)
Total Current Liabilities	1,363,617.76	1,477,263.19	650,114.71
Total Liabilities	1,363,617.76	1,477,263.19	650,114.71
Unrestricted Fund Balance			
Fund Balance	36,012,424.04	35,941,931.49	36,056,211.27
Contribution Current Period	484,541.98	70,492.55	583,786.94
Total Unrestricted Fund Balance	36,496,966.02	36,012,424.04	36,639,998.21
Total Liabilities and Unrestricted Earnings	37,860,583.78	37,489,687.23	37,290,112.92

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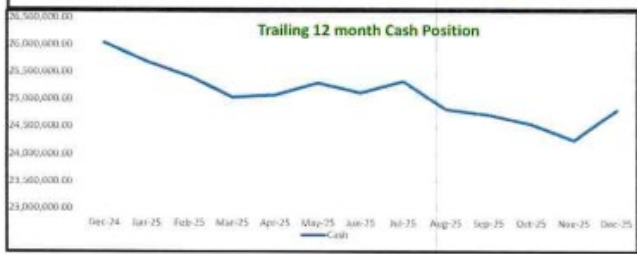
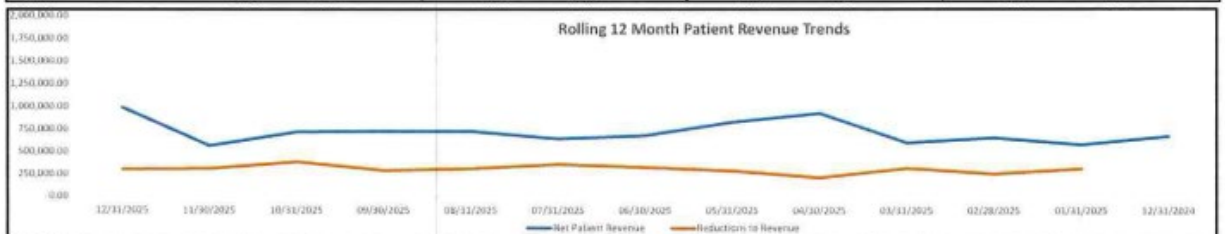
2. Sales Tax Report

The monthly Sales Tax Report was presented by Mr. Anthony and accepted by the Board.
(Sales Tax- available in attachments)



Executive Dashboard

	This Year vs. Last Year						Actual vs. Budget					
	Month			Fiscal Year to Date			Month			Year to Date		
	This Year	Last Year	Var	This Year	Last Year	Var	Actual	Budget	Var	Actual	Budget	Var
Patient Revenue	1,302,113	1,072,326	229,788	4,309,907	4,130,925	178,982	1,302,113	1,324,707	(22,594)	4,309,907	5,321,951	(1,012,044)
Reductions to Revenue	308,147	401,684	(93,537)	1,302,342	1,849,523	(547,181)	308,147	564,923	(256,776)	1,302,342	2,267,275	(964,933)
Net Patient Revenue	993,966	670,641	323,325	3,007,565	2,281,402	726,163	993,966	759,784	234,182	3,007,565	3,054,676	(47,111)
GM %	76%	63%		70%	59%		76%	57%		70%	57%	
Sales Tax Income	159,515	224,973	(65,458)	728,337	399,425	328,913	159,515	173,604	(14,089)	728,337	665,346	62,991
Interest Income	120,126	199,153	(79,027)	278,277	327,283	(49,006)	120,126	69,078	51,048	278,277	267,763	10,494
Change in Market Value	(46,388)	-	(46,388)	66,770	-	66,770	(46,388)	-	(46,388)	66,770	-	66,770
Other Operating Income	247,428	391,044	(143,615)	978,550	604,783	373,767	247,428	250,300	(2,872)	978,550	1,001,145	(22,595)
Total Net Operating Rev	1,474,646	1,485,810	(11,163)	5,059,500	3,612,892	1,446,607	1,474,646	1,252,766	221,880	5,059,500	4,988,950	70,550
Operating Expenses	990,786	902,524	88,262	2,365,979	2,048,442	317,537	990,786	1,175,135	(184,349)	2,365,979	4,621,313	(2,255,334)
Operating Profit	483,860	583,286	(99,425)	2,693,521	1,564,450	1,129,071	483,860	77,631	406,229	2,693,521	367,637	2,325,884
OM %	37%	54%		62%	38%		37%	6%		62%	7%	
Interest Income	682	501	180	1,712	1,829	(118)	682	-	682	1,712	-	1,712
Net Profit	484,542	583,787	(99,245)	2,695,233	1,566,280	1,128,953	483,179	77,631	405,548	2,691,809	367,637	2,324,172
NM %	37%	54%		63%	38%		37%	6%		62%	7%	





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S&UTA Report Period	Return Month	09/2024 - 08/2025	Deposit Date	09/2025 - 08/2026	Deposit Date
October	September	148,756		152,754	10/07/2025
November	October	174,452	11/07/2024	264,880	11/06/2025
December	November	224,973	12/09/2024	159,515	12/07/2025
January	December	163,045	01/08/2025		
February	January	185,597	02/07/2025		
March	February	125,123	03/07/2025		
April	March	166,432	04/07/2025		
May	April	217,568	05/07/2025		
June	May	212,270	06/07/2025		
July	June	168,456	07/07/2025		
August	July	244,713	08/07/2025		
September	August	152,480	09/07/2025		
	Total	2,183,865		577,149	



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B. Monthly Standing Committee Reports

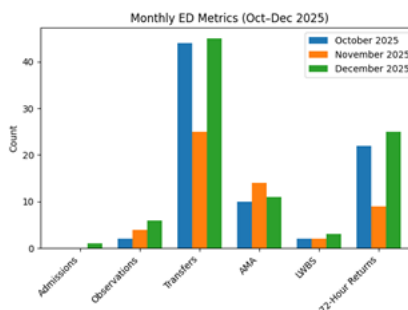
1. **Mr. Anthony** read the MEC report to the Board. The MEC met on January 20, 2026 and a Report was sent to **Mr. Wright**. The MEC Report was sent to the Board of Commissioners for final approval. On a motion by **Mr. Dawson** and seconded by **Dr. Levy** the Board of Commissioners accepted the MEC report. Motion **passed** without objection.

- High-Level MEC Summary

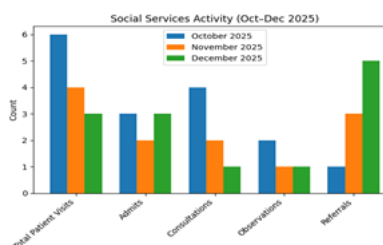
High-Level Summary:

- Overall quality and compliance remained strong**, with no denials, no physician quality issues, no incomplete charts, and no Medicare/LHCR reviews identified for December 2025.
- Emergency Department volume was stable**, with 563 patients seen; 1 admission, 6 observations, and 45 transfers reflecting appropriate triage and escalation of care.
- Patient flow indicators remained within acceptable ranges**, with 11 AMA cases, 3 LWBS, and 25 returns within 72 hours, all monitored with no systemic concerns identified.
- No inpatient deaths or adverse clinical events occurred**, and Social Services supported care coordination through targeted patient visits and referrals.

Metric	October 2025	November 2025	December 2025
Admissions	0	0	1
Observations	2	4	6
Transfers	44	25	45
AMA	10	14	11
LWBS	2	2	3
72-Hour Returns	22	9	25



Metric	October 2025	November 2025	December 2025
Total Patients Visits	6	4	3
Admits	3	2	3
Consultations	4	2	1
Observations	2	1	1
Referrals	1	3	5



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2. Utilization Review

- **Mr. Shelton** presented to the Board the Utilization Review Report with 5 total patient visits from Social Services. 3 Medical Admits, 0 Denials and 0 Physician Quality Problems, 2 Consultations, 0 Observation, and 5 Referrals

REPORTS OF STANDING COMMITTEES

1. Utilization Review Committee

SOCIAL SERVICES	December 2025
Total Patient Visits	3
Admits	3
Consultations	2
Observations	0
Referrals	5

MEDICAL REVIEW	December 2025
Medicaid Admits	0

MONTHLY DENIALS	December 2025
Denials	0





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PHYSICIAN QUALITY PROBLEMS	December 2025
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. 0 Chart noted	

Notice of Facility Quality Problems: None for **December 2025**

Notice of Admission Denial: None for **December 2025**

MEDICARE / LHCR REVIEW	December 2025
Acute	0
Swing	0
Hospice	0
Inpatient Charts Requested for Review	0



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QA/I REVIEW	December 2025
ADMISSIONS (Observations not included)	
Acute Admissions	1
Observations	6
Swing Admissions	0
Hospice Admissions	0
DISCHARGES	
Acute Discharges	
● Acute Discharged – Home	0
● Acute Discharged – Another Facility	1
● 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 Medical Staff/MEC Mr. Shelton this report as presented



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2. Operative and Invasive Procedures Committee

Wound Care Clinic

WOUND CARE CLINIC	December 2025
Patients seen	20
Specimen submitted	16
Admits	4
Discharges	23

Emergency Department

EMERGENCY DEPT.	December 2025
Specimens received	0

Pathologist Review

PATHOLOGIST REVIEW	December 2025
Wound Care Specimens	0
OP/Emergency	0
Non-Gyn Cytologies	0

The Medical Staff/MEC Mr. Shelton this report as presented.

3. Quality Committee

- a. The Medical Executive Committee reviewed the minutes of the Quality Committee meeting. Motion to approve the minutes as presented by Mr. Mire Second by Ms. Mitchell
There were 0 objections to the minutes as presented.



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- Mr. Anthony called for approval of the MEC Report. On a motion made by Mr. Mire seconded by Mr. Dawson the MEC Report was passed.

ER STATS	December 2025
Total Patients Registered	563
Total Patients Seen	563
Admissions	1
Observations	6
Transfers to another facility	45
Code	0
Positive Outcomes	0
Expired (DOA)	1
AMA	11
Left without being seen (includes triage)	3
Left prior to triage	0
Eloped (LDTX)	0
Returns to ED within 72 Hours	25
Returns w/same symptoms	13
Returns w/different symptoms	12
Total # of X-rays	120

Monthly ER Test Totals/Positive Results October 2025			
Test Name	Total orders	Positive Results	% Positive
Flu A&B, Rapid	222	84	0.37%
Strep A, Rapid	180	3	0.016%
RSV (≤18 yrs. & ≥60 yrs)	37	2	0.054%
COVID-19 Swab, PCR/NAA	236	1	0.004%

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

The Medical Staff/MEC **accepted** this report as presented. The Board of Commissioners **passed** this report as presented.

Respiratory Therapy Stats

Respiratory	December 2025
Total ABG's	9
Pulmonary Functions	2
Oxygen Hours	384
Incentive Spirometry	0
Hand Held Neb Treatments	39
CPT	0
Sputum	0
Suction	1
Pulse Oximetry	0
Intubation	1
Extubation	0
Bipap Hours	3
Vent Hours	0
Total Respiratory Therapy Patients	50
EKG (Verified with book in E.R.)	115
Glide Scope	1



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- **Safety Committee (12/01/2025 to 12/31/2025)**
 - a. Committee Report

EOC Monthly Data December 2025

	Environment of Care Plans	Date Tested/Checked
1.	Equipment Management Plan	On Going Was reviewed by Joint Commission Surveyor
	Kenwood HRSA Radio Test	Every Third Thursday
	Generator Test: 40KW, 40KW, 300KW	Done on Every Monday for 30 Minutes 12-18-2025
2.	Safety/risk Management Plan	On Going /Reviewed by Joint Commission Surveyor
	No Activity -Continued Monitoring	ongoing
3.	Utilities Management Plan	Ongoing
	Line Isolation Test	Placed not in use
	Medical Gas Testing	12-22-25
4.	Fire Prevention Plan/ Life Safety Management Plan	On Going
	Fire Extinguisher Inspection	12/30/2025
	Louisiana Fire Extinguisher Tagged all Fire Extinguishers Next inspection unless a problem occurs	Compliant
	Oxygen cut off valves	12-27-25
	Fire Marshall Visit	12-8-2025
	Ground Fault Testing and hospital Electrical Panels	12-26-25
5.	Security Management Plan	On Going
	In-services for Lofton Workers	24 Hours a day
6.	Hazardous Materials and Waste Management Plan	On Going
	Emergency Showers	12-22-25
	Red Bags cameras ongoing Need to get more employees training to sigh for red bags	Training Updated
	Emergency Management	On Going
	Continuously Monitoring	All other aspects of Safety
	Exit Signs 7-24-25	12-29-25



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Reports

a. Incident Reports

December 2025	
INCIDENTS	No. of Incidents
➤ Employee	0
➤ Physician	0
➤ Outpatient	0
➤ Visitor	0
➤ Occurrence	0
➤ Patient Complaint	0

b. Security Reports (None to report)



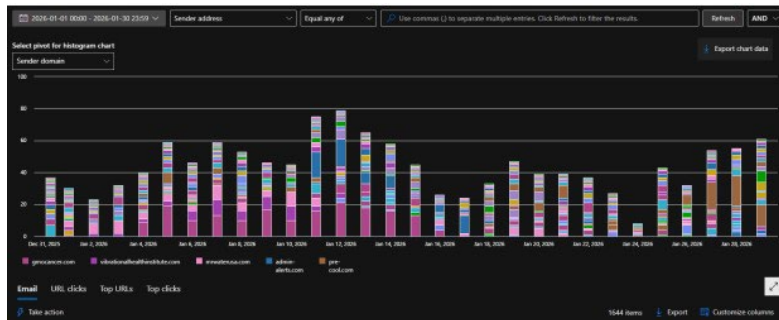
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5. Cyber-Security Committee

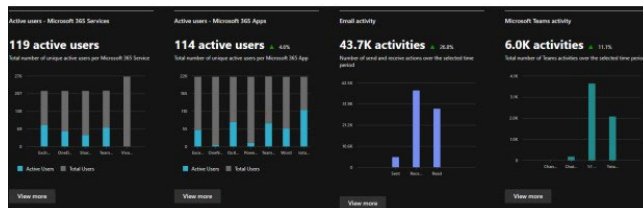
Cyber Report | December 2025

- In the past 30 days, 1644 Exchange messages were quarantined or recognized as phishing scams.



Cyber Report | December 2025

- E-mail activity is up 26% in the last 30 days with 43.7k activities.
- Virtualization environment fully operational in preparation for upcoming integrations with EPIC systems through OLOL.
- Lab Microscope Workstation: production test of full image restored successfully





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1. CEO Report:

6a. Leadership Team

- a. No issues are updated to report currently.

A. Chairman Report- Nothing to report at this time.

On a motion made by **Mr. Mire** seconded by **Dr. Levy**, the standing committee reports were accepted as presented.

- OLD BUSINESS

- **Mr. Anthony** read that there were no items of Old Business to the Board without any discussion.



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VII. New Business

1. New Business

- Consideration of Medical Staff Matters
- Approval of Full Privileges

Recommended Action: Board approval required.

Mr. Anthony asked for a motion to be made for: Dr. Joshua Bacon (Blue Angels) and Trinease Sanders (Robust Clinical Foundation), and Vivian Jaber (Tulane)

- **Mr. Anthony** presents to the Board of Commissioners for application Review and Approval of Joshua Bacon (Full Privilege), ER/Hospitalist, Blue Angels.
- **Mr. Anthony** presents to the Board of Commissioners for application review and approval of Trinease Sanders (Full Privilege), NP, Robust Clinical Foundation.
- **Mr. Anthony** presents to the Board of Commissioners for application review and approval of Vivian Jaber (Full Privilege), Telestroke, Tulane.
- On a motion made by Mr. Mire, seconded by Mr. Dawson without further discussion, approved of Full Privilege (2-year Approval Review)

Doctor	Currently with	Specialty	Privileges
Joshua Bacon	Blue Angels	ER/Hospitalist	Full Privileges
Trinease Sanders	Robust Clinical Foundation	NP	Full Privileges
Vivian Jaber	Tulane	Telestroke	Full Privileges



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2. Board of Commissioners Annual Education Review

- **HIPAA Education:** Ms. Ternica Williams provided a high-level education review highlighting the importance of HIPAA compliance and reinforcing the responsibility of all staff to safeguard patient privacy, protect confidential health information, and follow established confidentiality policies and procedures.
- **QAPI Education:** An overview of the **Quality Assessment and Performance Improvement (QAPI)** program was presented, emphasizing the organization's continued commitment to monitoring quality outcomes, identifying opportunities for improvement, implementing corrective actions, and strengthening patient safety and care delivery across all departments.
- **Sexual Harassment Prevention Education:** Education was also provided on sexual harassment prevention, reinforcing the organization's zero-tolerance policy, expectations for maintaining a respectful workplace, proper reporting procedures, and leadership's commitment to ensuring a safe and professional environment for all employees.





3. Resolution Adopting Louisiana Compliance Questionnaire Review

- A resolution adopting the **Louisiana Compliance Questionnaire** was presented for review. After discussion, the Board acknowledged completion of the questionnaire and affirmed the organization's commitment to maintaining compliance with applicable state laws, regulations, and internal control requirements.
- On a motion made by **Mr. Mire** seconded by **Dr. Levy**, Resolution approving the Louisiana Compliance Questionnaire was accepted as presented.

4. Epic Implementation Review

- **Mr. Anthony** shared the Epic Implementation Review to the Board of Commissioners.

EPIC Community Connect — Executive Snapshot

February 3, 2026

Overall Status: ● On Track

Overview

Implementation of **Epic Community Connect** with FMOL to replace Athena EMR. Program modernizes clinical, revenue cycle, security, and interoperability systems with no change to approved scope or long-term strategy.

Go-Live

- **September 1, 2026** (Fiscal Year alignment)
- Supports clean financial reporting, operational readiness, and staff preparedness

Current Progress

Clinical workflows (Inpatient, Outpatient, ED) actively built and validated
Ancillary systems (Lab, Radiology, Pharmacy, Wound Care) integrating into Epic
Charge Master integration underway to ensure billing accuracy
Legacy Athena data retained as legal historical record
Nuance Dragon Dictation integration in progress



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- Revenue Cycle

IMPACT Healthcare Solutions continuing Epic-based billing
Sample bills and reports under validation
Early-Out and collections partner selection pending

- Security & Training

Role-based access and SSO (SAML) configuration underway
Super Users identified; role-based training program and training center in development

- Interfaces

CorePoint Interface Engine selected as hospital messaging hub for orders, results, and interoperability

- Bottom Line

Project remains on schedule, well-governed, and positioned for a successful September 1, 2026 go-live.



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5. Update On Request for Qualification for A&E Services

- Mr. Gasper provided the Board Committee with a high-level update and timeline regarding the Request for Qualifications (RFQ) for Architectural and Engineering (A&E) Services. The update included an overview of the procurement process, anticipated milestones, and the projected timeline for evaluation, selection, and next steps associated with the planned project.

6. Introduction Ordinance to Annex into City of Donaldsonville

On a motion made by **Dr. Levy** to introduce the ordinance to Annex into City of Donaldsonville for our next meeting.





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7. 2026 Election for Board of Commissioners

Mr. Anthony opened nominations for the 2026 Board of Commissioners officer positions, including Chairman, Vice Chairman, Secretary, and Treasurer.

○ **Motion to Adopt the Slate**

Mr. Dawson moved to close nominations and adopt the full slate of nominated officers for the 2026 Board of Commissioners as presented, including the positions of Chairman, Vice Chairman, Secretary, and Treasurer.

- **Chairman – Mr. William Dawson**
- **Vice Chairman – Mr. Falcon Mire**
- **Secretary – Mr. Shelton Anthony**
- **Treasurer – Dr. Charie Levy**
- **All were in favor, motion carries**





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Executive Session

Compensation Agreement with Management

- **Motion to Enter Executive Session**

On a motion made by Mr. Mire, seconded by Ms. Mitchell, the Board moved that it enter Executive Session to discuss the Compensation Agreement with Management, as permitted by applicable open meetings laws at **5:50 PM**.

Mr. Dawson moved to the Board exit Executive Session and return to Open Session

. **ROLL CALL**

By Roll Call of all Board Members, Mr. Wright asked for present from Board Members:

Mr. Dawson (Present) , (Absent)

Dr. Levy (Present) , (Absent)

Mrs. Williams (Present) , (Absent)

Ms. Mitchell (Present) , (Absent)

Mr. Mire (Present) , (Absent)

Mr. Anthony (Present) , (Absent)

VII. Adjournment

- A. There being no further business to discuss, a motion for adjournment was made by Mr. Dawson, seconded by Mr. Mire and the motion **passed at 6:10 PM**

William “Bill” Dawson, Chairman.

Mr. Shelton Anthony, CEO

