

FINAL PENDING APPROVAL

**PLAQUEMINES PRIMARY CARE, INC.
REGULAR BOARD MEETING
March 21, 2024**

Item I. & II. Call to Order & Roll Call:

Call to Order and Roll Call - A Regular meeting of the Board of Directors of Plaquemines Primary Care, Inc. was called to order by Brigette Belair, Vice-Chairwoman, at 7:34 pm on March 21, 2024, at the Plaquemines Medical Center, 27136 Hwy 23, Port Sulphur, LA. Hannah Williams conducted the customary roll call of the Board Members and recorded and documented the minutes. The results were as follows.

Keith Espadron:	<u>Absent</u>	Celeste Ancar:	<u>Absent</u>
Brigette Belair:	<u>Present</u>	Gaynel Baham:	<u>Present</u>
Karen Cook:	<u>Present</u>	Patra Parker:	<u>Absent</u>
James Saik:	<u>Absent</u>	Stanley Gaudet:	<u>Present</u>
Nancy Michel:	<u>Absent</u>	Stanley Johnson:	<u>Present</u>
Karen Zegura:	<u>Present</u>		

A quorum was declared present.

Also in attendance were: Jennifer Harris, Plaquemines Primary Care; Dr. Maria Cartagena, Plaquemines Primary Care; Leslie Prest, Plaquemines Medical Center; Monica Martin, Plaquemines Medical Center; LaTonya Hymes-Sam, Plaquemines Medical Center; Dr. Michael Kotler, RemoteMD; and Hannah Williams, Plaquemines Medical Center.

Item III. Recitation of the Pledge of Allegiance: (Gaudet)

Item IV. Review and Approval of Current Agenda: (Belair)

Motioned by Mr. Gaudet, seconded by Ms. Baham, to approve the current agenda as presented.

Public Comments: None

Motion passed: 5 Yeas, 0 Nays, 5 Absent, and 1 present not voting.

Item V. Approval of February 2024 Meeting Minutes: (Belair)

Motioned by Ms. Cook, seconded by Ms. Zegura, to approve the February 2024 Meeting Minutes as presented.

Public Comments: None

Motion passed: 5 Yeas, 0 Nays, 5 Absent, and 1 present not voting.

Item VI. Financials: (Harris)

A. & B. Financial Reports & Approval of February 2024 Financial Reports

Deferred

Public Comments: None

Item VII. PPC Medical Director: (Dr. Maria Cartagena)

Dr. Cartagena spoke to the board about the Colorectal cancer event scheduled for today. She explained that there had been a scheduling issue, and the event had been canceled.

Public Comment: None

Item VIII. NP/Clinical Director: (Annette Cotton, NP)

Ms. Cotton was not present at the meeting.

Public Comments: None

**Item IX. PMC Medical Director/Assistant Medical Director/Clinical Coordinator:
(Dr. Michael Kotler/Dr. Mohammad Naeem/ Monica Martin)**

Dr. Kotler informed the Board that he was referring patients from Plaquemines Medical Center in Belle Chasse to Plaquemines Primary Care.

Ms. Belair requested that the PPC business cards be printed with our hours of operation on the back. Ms. Harris said she would add the hours the next time the cards were printed.

Public Comments: None

Item X. New Business: (Belair)

A. Insyteful

Ms. Harris presented a new outreach and marketing proposal to the Board. Ms. Harris explained that this ad campaign would be structured like the others that PPC had done with Insyteful, but the marketing message would be more focused on patient engagement and outreach. She stated that the new agreement would be for five months, costing \$6,000.00 per month, and would be paid for the remaining ARP Grant funding.

Motioned by Ms. Zegura, seconded by Mr. Gaudet, to approve Ms. Harris to enter into an agreement with Insyteful for \$30,000.00 for a new geofencing ad campaign.

Public Comments: None

Motion passed: 5 Yeas, 0 Nays, 5 Absent, and 1 present not voting.

B. Rural Health Community Capacity Academy

Ms. Harris informed the Board that Plaquemines Primary Care and Plaquemines Medical Center were one of three organizations in the country selected to participate in the Rural Health Community Capacity Academy. She explained that the Rural Health Community Capacity Academy was a pilot program that the National Rural Health Association was developing in collaboration with the Federal Office of Rural Health Policy. PMC and PPC have been matched with a coach for twelve months to assist the organization with addressing community-wide healthcare challenges. She informed the board that the coach was planning to visit the area next month with plans to attend April's Board Meeting as well.

Public Comments: None

Item XI. Old Business (Belair)

A. Board Training-NACHC-Board Governance Handbook Chapter 3: Strategic Planning and Strategic Thinking

Ms. Harris shared the NACHC-Board Governance Handbook Chapter 3: Strategic Planning and Strategic Thinking with the board prior to the meeting. The board had no questions or comments.

Public Comments: None

B. QI/QA: Review of Clinical Performance Metric

Ms. Harris provided the February QI/QA Clinical Performance Metrics to the Board. PPC had 574 unduplicated patients; the days open (days documents remained open) were 2.3 days. The patient satisfaction score was 99.3%, with fourteen (14) responses and zero (0) grievances. Ms. Harris also provided the Board with a spreadsheet with the number of encounters closed the same day, the number of encounters, the percentage of total encounters, and the same day encounter close rate for each provider for January and February. She said she would start including this information in each month's reports.

Ms. Harris stated that PPC also performed eleven (11) tests for the Flu, with zero (0)

positive results, and eleven (11) tests for COVID-19, with one (1) positive result. The board had no further questions or comments.

Ms. Harris informed the Board that the clinic had received funding from the Screen-Up program to have Athena (PPC's EMR) provide three days of onsite training. The onsite training occurred this week and was very helpful for all the staff.

Public Comments: None

C. Board Meeting Times and Dates

Deferred

Public Comments: None

Item XII. Adjournment (Belair)

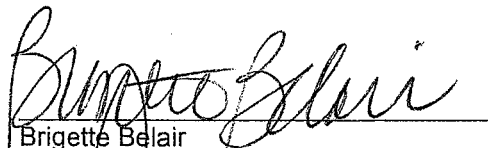
Motioned by Mr. Gaudet, seconded by Ms. Cook, to adjourn the meeting at 7:48 PM.

Public Comments: None

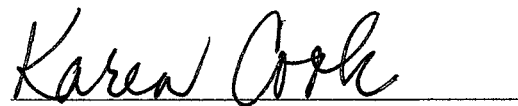
Motion passed: 5 Yeas, 0 Nays, 5 Absent, and 1 present not voting

Attestation

The above and foregoing is an accurate summary of the actions taken by the members of the Board of Directors of Plaquemines Primary Care, Inc., Plaquemines Parish Hospital Service District Number One d/b/a Plaquemines Medical Center, State of Louisiana, at its regular meeting on March 21, 2024.



Brigitte Belair
Vice-Chairwoman



Karen Cook
Secretary