

FINAL: PENDING APPROVAL

**PLAQUEMINES PRIMARY CARE, INC.
REGULAR BOARD MEETING
June 18, 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 Keith Espadron, Chairman, at 6:40 pm on June 18, 2024, at the Plaquemines Medical Center, 27136 Hwy 23, Port Sulphur, LA. Tyler Overton conducted the customary roll call of the Board Members and recorded and documented the minutes. The results were as follows.

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

A quorum was declared present.

Also in attendance were: Jennifer Harris, Plaquemines Primary Care; Dr. Maria Cartagena, Plaquemines Primary Care; Annette Cotton, NP, Plaquemines Primary Care (via phone); Leslie Prest, Plaquemines Medical Center; Tyler Overton, Plaquemines Medical Center; and Monica Martin, Plaquemines Medical Center.

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

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

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

Public Comments: None

Motion passed: 8 Yeas, 0 Nays, 1 Absent, and 1 present not voting.

Item V. Approval of May 2024 Meeting Minutes: (Espadron)

Motioned by Mr. Gaudet, seconded by Ms. Cook, to approve the May 2024 Meeting Minutes as presented.

Public Comments: None

Motion passed: 8 Yeas, 0 Nays, 1 Absent, and 1 present not voting.

Item VI. Financials: (Fisher)

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

Ms. Harris distributed the financial reports for the board's review ahead of the board meeting. During the meeting, Ms. Fisher presented and reviewed the financial reports for April 2024, including the Income Graph, Expense Graph, Budget vs. Actual Comparison, April 2024 Billing Statistics, Payer Mix for April 2024, and the Financial Metrics spreadsheet. Following her presentation, Ms. Fisher invited questions from the board, but there were none.

Motioned by Mr. Gaudet, seconded by Ms. Zegura, to approve the April 2024 Financial Reports as presented.

Public Comments: None

Motion passed: 8 Yeas, 0 Nays, 1 Absent, and 1 present not voting.

C. Financial Reports for May 2024 (Deferred)

The May Financial Reports will be deferred to the next board meeting.

Public Comments: None

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

Dr. Cartagena began by sharing her recent participation at the Southeast Colorectal Cancer Consortium meeting in Nashville, Tennessee. She emphasized the collaborative nature of the meeting, where various healthcare providers discussed strategies to improve colorectal cancer screening and outcomes across different states. Despite Louisiana's unfortunate ranking as the third state in colorectal cancer incidences, Dr. Cartagena expressed optimism about the progress being made locally through initiatives like the Screen Up program.

She highlighted that the Screen Up program significantly boosted colorectal cancer screening rates in the community. Dr. Cartagena acknowledged LSU's support in funding her attendance at the conference, where she gained valuable insights and ideas for enhancing screening efforts back home.

Regarding the prevention aspect of colorectal cancer, Dr. Cartagena stressed the importance of public awareness about polyp removal during screenings, which can prevent the development of cancer. She shared that efforts are underway to transmit this critical message effectively within the community.

Ms. Harris provided encouraging statistics, the colorectal screening completion rate was approximately 18.6%, which has now increased to 25.4%. She attributed this success partly to the availability of Cologuard training kits and enhanced screening protocols.

In response to a question about cancer incidence at the clinic, Dr. Cartagena indicated that while cancer cases are minimal, there is a significant number of detected polyps, reinforcing the clinic's proactive stance on prevention. The board was impressed and had no further questions, appreciating Plaquemines Primary Care's work.

Public Comment: None

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

Ms. Cotton expressed her pride in the clinic and its team, sharing her experience from a recent personal meeting. She met a local ENT from West Jefferson Hospital who showed keen interest in the clinic's services. He expressed enthusiasm for potential collaboration and expressed a desire to meet Dr. Cartagena and the clinic staff to explore opportunities further. Ms. Cotton viewed this as a significant endorsement of the clinic's reputation and outreach efforts. The board was excited to hear this news and had no further questions.

Public Comments: None

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

Ms. Martin addressed the board, highlighting ongoing patient referrals from Belle Chasse to Plaquemines Primary Care due to the clinic's comprehensive care offerings.

Regarding public health concerns, Ms. Martin informed the board of a 12% increase in COVID-19 and flu cases within the community, urging everyone to remain vigilant with precautions such as handwashing and taking their vaccinations.

She also announced an upcoming nutrition education session hosted by Second Harvest, originally scheduled elsewhere but now to be held at the clinic. Ms. Martin stressed the importance of nutrition and hydration, especially during the hurricane season, advising all to have preparedness plans in place.

Ms. Martin invited participation in the upcoming "Pretty in Pink" event on Friday, the 28th, aimed at empowering girls aged 8 to 18 through activities promoting self-esteem, education, and health awareness. Finally, Ms. Martin encouraged community engagement in the ongoing Community Health Needs Assessment, aiming for over 100 participants to provide valuable input. There were no further questions or comments from the board at this time.

Public Comments: None

Item X. New Business: (Espadron)

A. Nominating Committee – Selection of a Nominee (Parker)

Ms. Harris informed the board that Mr. Saik had resigned from his board member position, thus creating a vacancy.

Ms. Parker and the nominating committee recommend that the current Board of Directors nominate Kellen Fincher for the new position.

Motioned by Ms. Belair, seconded by Mr. Gaudet, to nominate Kellen Fincher for a position on the board.

Mr. Overton proceeded with a roll call vote:

Keith Espadron:	Yes	Gaynel Baham:	Yes
Brigette Belair:	Yes	Patra Parker:	Yes
Karen Cook:	Yes	Stanley Gaudet:	Yes
Karen Zegura:	Yes	Celeste Ancar:	Yes
Nancy Michel:	Absent	Stanley Johnson:	Yes

Public Comments: None

Motion passed: 9 Yeas, 0 Nays, 1 Absent, and 0 present not voting.

B. Ethics Training 2024

Ms. Harris reminded the board that they must complete their Ethics training from the link she sent them via email. She said if they are not able to obtain the link ask her to email them another link. There were no comments or questions from the board at this time.

Item XI. Old Business (Espadron)

A. Board Training-NACHC-Board Governance Handbook Chapter 6: Oversight of Health Center Risks

Ms. Harris shared the NACHC-Board Governance Handbook Chapter 6: Oversight of Health Center Risks with the board members with the board before the meeting. The board had no questions or comments.

Public Comments: None

B. QI/QA: Review of Clinical Performance Metric

Ms. Harris provided the May QI/QA Clinical Performance Metrics to the Board. PPC had 1,088 unduplicated patients; the days open (days documents remained open) were 2 days. The patient satisfaction score was 99.3%, with fourteen (14) responses and zero (0) grievances.

C. Update of SBHC

Ms. Harris updated the board on the progress of the MOU and contract revisions. She mentioned that a legal review is pending and emphasized the need for one final edit before submission. Mr. Lobrano, who was recently out of town, has prioritized these tasks, aiming for completion by the end of the week or early next week.

Ms. Harris also reported on recent meetings with Mr. Talazac and Mr. Albrecht concerning the installation of electrical plugs for buses, which is progressing well and expected to be ready by the start of the school year.

Ms. Harris highlighted the addition of a full-time nurse at each school, eliminating the need to split resources between Boothville and Phoenix. This change is anticipated to improve patient flow.

D. Community Health Needs Assessment

Ms. Harris transitioned to the Community Health Needs Assessment, providing paper copies for review and outlining options for submission, including dropping off completed forms or using QR codes for electronic submission. The board had no further questions at this time.

Item XII. Executive Session:

A. Strategic Planning-LA. R.S. 46:1073

Motioned by Ms. Cook, seconded by Ms. Baham to go into Executive Session.

Public Comments: None

Motion passed: 8 Yeas, 0 Nays, 1 Absent, and 1 present not voting.

Convened at: 7:06 PM

Re-convened at: 8:24 PM

Motioned by Mr. Gaudet, seconded by Ms. Zegura to reconvene the regular meeting following Executive Session.

Public Comments: None

Motion passed: 8 Yeas, 0 Nays, 1 Absent, and 1 present not voting.

Item XIII. Adjournment (Espadron)

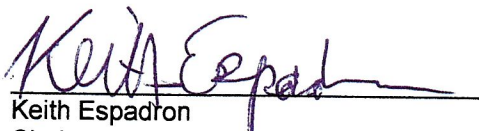
Motioned by Mr. Gaudet, seconded by Ms. Ancar, to adjourn the meeting at 8:24 PM.

Public Comments: None

Motion passed: 8 Yeas, 0 Nays, 1 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 June 18, 2024.



Keith Espadron
Chairman



Karen Cook
Secretary