

# FINAL

**PLAQUEMINES PRIMARY CARE, INC.  
SPECIAL FINANCIAL COMMITTEE MEETING  
June 18, 2024**

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

**Call to Order and Roll Call** - A Special meeting of the Finance Committee of the Board of Directors of Plaquemines Primary Care, Inc. was called to order Jennifer Harris at 6:08 pm on June 18th, 2024, at the Plaquemines Medical Center, 27136 Hwy 23, Port Sulphur, LA. Jennifer Harris conducted the customary roll call of the Board Members, as well as recorded and documented the minutes. The results were as follows:

Nancy Michel:	<u>Absent</u>	Stanley Gaudet:	<u>Present</u>
Celeste Ancar:	<u>Present</u>		

A quorum was declared present.

Also in attendance were: Jennifer Harris, Plaquemines Primary Care; and Colleen Fisher, Plaquemines Medical Center.

**Item III. Review And Approval of Current Agenda: (Celeste Ancar)**

**Motioned by Ms. Ancar, seconded by Mr. Gaudet, to approve the current agenda.**

Public Comments: None

**Motion passed: 2 Yeas, 0 Nays, 1 Absent, 0 Present not voting.**

**Item IV. New Business:**

**A. Review of H80CS-UDS+**

During the committee meeting, Ms. Harris shared that additional funding has been secured for the H80CS-UDS+ initiative. This funding, known as UDS+, will support training and implementation efforts as organizations prepare to de-identify data for annual UDS reports. Beginning in 2024, it will be mandatory for agencies to de-identify certain data, with more extensive requirements in subsequent years.

The funds will cover necessary resources such as training, software acquisition, and staffing needs to facilitate compliant reporting through January 2025. Ms. Harris emphasized the collaborative effort with the grant writer to manage financial aspects and navigate the complex UDS reporting process. The committee expressed readiness to utilize these resources effectively to enhance data privacy practices and streamline reporting procedures. The committee did not have any further questions or comments at this time.

Public Comments: None

### **B. Review of H8LCS-Covid Testing**

Ms. Harris updated the board on additional funding received for COVID testing, effective through the end of the year.

Public Comments: None

### **C. Review of 1<sup>st</sup> Quarter Reports**

Ms. Harris provided an update on the first quarter of 2024, noting a decrease of 211 patients compared to 2023. Revenue from charges showed a decline, with adjustments also down, reflecting positive trends in write-offs. Patient collections were lower year-over-year. Outstanding accounts receivable currently require attention, influenced partly by recent issues with Change Healthcare and Athena Health. She emphasized the importance of these metrics for ongoing monitoring and indicated plans to continue providing regular updates on these trends. There were no questions or comments from the committee at this time.

Public Comments: None

## **Item V. Old Business:**

### **A. Review of H80-2024-Main Grant**

Ms. Fisher provided an update on the January 2024 Profit and Loss summary for the main grant, which concluded on January 31 of last year. A portion of the remaining funds were transferred for salaries from last year, distributed evenly throughout the year. Financial documentation has been finalized and stored for federal approval.

Regarding the main grant for 2024, now labeled as H80-2024, Ms. Fisher noted it provides funding from February 2024 to January 2025. Additional funds were received from the UDS+, detailed on page three of the report. Salaries remain the primary focus, aligned with grant guidelines, with funds allocated from February 2024 through January 2025. There were no questions or comments from the committee at this time.

Public Comments: None

### **B. Review of HCP- 2020-Hypertension Funding**

Ms. Fisher updated the board on the HCP-2022 Hypertension Funding Grant, which recently concluded alongside the main grant. From 2019 to December 2023, funds were allocated towards the Certintell platform, and remote patient monitoring devices. These resources supported professional services aimed at enhancing patient care. The committee discussed this, and there were no further questions.

Public Comments: None

### **C. Review of H8FCS41240- American Rescue Plan Act**

Ms. Fisher provided an update on the H8FCS41240 - American Rescue Plan grant, noting its upcoming closure in March 2024. She mentioned that all allocated funds for this grant have been allocated. The remaining funds from February to March are scheduled for transfer pending final verification of expenditures. Ms. Fisher highlighted the ongoing importance of ensuring a thorough financial review before finalizing the grant closure by the end of June 2024. There were no further questions from the committee.

Public Comments: None

### **D. Review of C8ECS44663 - Capital Improvement**

During the meeting, Ms. Harris provided updates on the capital improvement project concerning the mobile unit. She highlighted that to date, no funds have been spent but the funds have been allocated. The procurement delay for the new bus was attributed to awaiting state contract approval. Previously, the board had approved purchasing from Farber, the company that constructed the current unit, under their expiring state procurement contract. They awaited the new contract cycle to be integrated into the state system before proceeding. Construction of the unit is progressing as initially scheduled.

Ms. Harris indicated that she and Ms. Lode are preparing to submit a request for a no-cost extension to HRSA, as funds have already been earmarked for this project. She expressed confidence in securing the extension, citing ongoing dialogue with Mr. Kostyk, the closely involved HRSA project director.

Public Comments: None

### **E. Review of Rural Health Integration Initiative (RHII)**

Ms. Harris provided an update on the Reproductive Health Grant, highlighting its ongoing progress. The grant, which supports essential medical services and supplies for reproductive health. Ms. Harris noted upcoming deadlines for project milestones and mentioned that the grant is expected to continue for approximately two more years. The committee was pleased and had no other questions.

Public Comments: None

### **F. Review of Screen-Up Project**

Ms. Harris provided an update on the Screen-Up Project, highlighting the completion of the funding period. The final invoice has been submitted, marking the close of this phase. The funding has been used for technology upgrades, training sessions, and outreach materials such as reminder postcards with postage stamps. Notably, Excel training courses were acquired to enhance staff proficiency across various skill levels.

The project, supported by a grant, has aimed to boost colorectal cancer screening rates within the community. Although exact figures were discussed in a recent quality meeting, early indicators suggest an increase from a pre-grant screening rate of approximately 18.6% to about 25% currently. This improvement reflects the project's positive impact and its role in promoting broader health discussions within the clinic and community.

Ms. Harris emphasized the importance of ongoing education and awareness about screening options beyond colonoscopy, such as Cologard© or FIT tests, underscoring that any screening method is beneficial for early detection. The committee discussed this, and there were no further questions.

#### **G. Medicaid-Unwind**

Ms. Harris provided updates on the Medicaid-Unwind initiative during the meeting. She informed the attendees that the initiative has successfully concluded, with final payments currently being processed and mailed out. The funding allocated to the initiative has proven beneficial in raising awareness about Medicaid benefits post-COVID and encouraging individuals to ensure the continuity of their Medicaid benefits by seeking re-assessment if necessary. The committee did not have any comments or questions.

#### **Item VI. Adjournment (Celeste Ancar)**

**Motioned by Ms. Ancar, seconded by Mr. Gaudet, to adjourn the meeting at 6:28 pm.**

Public Comments: None

**Motion passed: 2 Yeas, 0 Nays, 1 Absent, 0 Present not voting.**

#### **Attestation**

**The above and foregoing is an accurate summary of the actions taken by the members of the Finance Committee 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 special meeting of the Finance Committee on June 18, 2024.**

*Nancy Michel*

---

Nancy Michel  
Chairwoman