

FINAL: ~~APPROVED~~

PLAQUEMINES PRIMARY CARE, INC. REGULAR BOARD MEETING June 17, 2025

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

Call to Order and Roll Call- Brigitte Belair, Board Chairwoman, called a regular meeting of the Board of Directors of Plaquemines Primary Care, Inc. to order at 6:02 p.m. on June 17, 2025, at the Plaquemines Medical Center, 27136 Hwy 23, Port Sulphur, LA. Ranada Mackey–St. Ann 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>	Kellen Fincher:	<u>Absent</u>
Brigitte Belair:	<u>Present</u>	Gaynel Baham:	<u>Present</u>
Karen Cook:	<u>Present</u>	Patra Parker:	<u>Absent</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; Leslie Prest, Plaquemines Medical Center; Colleen Fisher, Plaquemines Medical Center; Ranada Mackey - St. Ann, Plaquemines Medical Center; Monica Martin, Plaquemines Medical Center; Trechel Ronquille, Plaquemines Medical Center; Jennifer Sanger, Plaquemines Medical Center, and Dr. Maria Cartagena, Plaquemines Primary Care. Annette Cotton - NP, Plaquemines Primary Care, and Alexandra “Allie” Pylant - NP, Plaquemines Primary Care, were present via Zoom.

Item III. Invocation: (Stanley Johnson)

Item IV: Recitation of the Pledge of Allegiance: (Stanley Gaudet)

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

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

Public Comments: None _____

Motion passed: 5 Yeas, 0 Nays, 4 Absent, and 1 present not voting.

Item VI. Approval of May Meeting Minutes: (Brigitte Belair)

Motioned by Mr. Gaudet, seconded by Ms. Baham, to approve the May 2025 Meeting Minutes as presented.

Public Comments: None

Motion passed: 5 Yeas, 0 Nays, 4 Absent, and 1 present not voting.

Item VII. Financials: (Colleen Fisher)

A. Financial Reports for April 2025

Ms. Fisher provided a copy of the financial reports for the board to review before the session. During the meeting, Ms. Fisher read through the April 2025 financial reports. She discussed the April 2025 Income Graph, April 2025 Expense Graph, Budget vs. Actual comparison, 2025 Billing Statistics, April 2025 Payer Mix, and the Financial Metrics spreadsheet. She asked the board if there were any questions. There were none.

Motioned by Ms. Cook, seconded by Mr. Gaudet, to approve the April 2025 Financials as presented.

Public Comments: None

Motion passed: 5 Yeas, 0 Nays, 4 Absent, and 1 present not voting

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

Dr. Cartagena mentioned that Allie was a part of the team and ready to start. They are excited for her to be a part of the team.

Public Comment: None

Item IX. Nurse Practitioner/Clinical Director: (Annette Cotton, NP)

Ms. Cotton didn't have anything to say.

Public Comments: None

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

Ms. Martin mentioned the continued partnership with PPC and the enjoyment of working together.

Public Comments: None

Item XI. New Business: (Brigette Belair)

A. Introduction of New Nurse Practitioner – Allie Pylant, NP (Brigette Belair/Jennifer Harris)

Ms. Harris stated that Ms. Alexandra (Allie) Pylant, NP, has been hired as the new Nurse Practitioner in Primary Care and has completed several hours with Annette. She mentioned that Allie was introduced at last month's meeting, but invited her to attend this meeting to reintroduce herself. Ms. Harris stated that she is currently working to complete all her paperwork and set everything up.

Allie reintroduced herself and expressed her urgency to start seeing patients. The board welcomed her aboard, and no concerns were raised.

Public Comments: None

B. Review and Approval of Clinical Privileges for Allie Pylant, NP (Jennifer Harris)

Ms. Harris mentioned that Allie submitted her privileges to Dr. Cartagena, which were approved. She asked that the board approve the privileges as well.

Motioned by Ms. Zegura, seconded by Ms. Cook, to approve the clinical privileges/credentialing for Allie Pylant, NP, as presented.

Public Comments: None

Motion passed: 5 Yeas, 0 Nays, 4 Absent, and 1 present not voting.

C. Ethics Training 2025 (Jennifer Harris)

Ms. Harris stated that Ms. Ronquille would send the annual training link to the board for completion. She noted that Ms. Ronquille would also host a class in person on Thursday, June 19th, at 4:30 p.m., before the PMC board meeting, as well as next month. The board discussed this, and there were no questions.

Public Comments: None

D. Review of 1st Quarter Financial Committee Meeting Report (Jennifer Harris)

Ms. Harris provided the 1st Quarter 2025 Financial Committee Report to the board for review. The board discussed, and there were no questions.

Public Comments: None

Item XII: Old Business (Brigette Belair)

A. Board Training-NACHC Governance Chap 6: Oversight of Health Center Risks (Jennifer Harris)

Ms. Harris provided the NACHC Governance Chapter 6: Oversight of Health Center Risks to the board. The board had no questions or comments.

Public Comments: None

B. QI/QA: Review of Clinical Performance Metric (Jennifer Harris)

Ms. Harris provided the May 2025 QI/QA Clinical Performance Metrics to the Board. PPC had 1186 unduplicated patients; the documents were open for 2.8 days, with 96.4% patient satisfaction, 14 respondents, and zero grievances. Patient comments were provided to the board. Ms. Harris discussed the same-day closing rate breakdown with the board. Ms. Harris explained and broke down the month per day, per provider, and per patient, along with the percentages. Mr. Fincher requested a year-to-year comparison of the unduplicated patient population, and Ms. Harris provided the stats from 2024 to 2025 to the board. There were no other questions or comments.

Public Comments: None

XIII. Adjournment: (Brigette Belair)

Motioned by Mr. Gaudet, seconded by Ms. Baham, to adjourn the meeting at 6.24 PM.

Public Comments: None

Motion passed: 5 Yeas, 0 Nays, 4 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 17, 2025.


Brigette Belair
Chairwoman


Stanley Johnson
Secretary