

Allen Parish Hospital Service District No. 3

Board of Commissioners Meeting Minutes

- I. CALL TO ORDER: The meeting was called to order by Chairman Guidry April 28, 2020 at 4:32pm
- PRESENT: Chad Guidry, Matthew Courville, Nancy Burleigh, Sherman Fontenot, Paula Manuel, David Lafargue, and Roy Marcantel
- NOT PRESENT:
- OTHERS PRESENT: Jackie Reviel, CEO; Stephen Thames, CFO; Bridget Redlich, CNO; Tammy Naquin, Controller; Kandace Fontenot, Physician Practice; Sadie Lantron, Admin Assistant; Michael Holmes, Hospital Attorney
- II. PUBLIC COMMENT: There was no public comment.
- III. CONSENT AGENDA: Motion by Burleigh, seconded by Fontenot to approve Consent Agenda as presented. Motion passed unanimously.
- A. Board of Commissioners Meeting Minutes – Regular Meeting: February 2020
  - B. Board of Commissioners Meeting Minutes – Special Call Meeting: April 2020
  - C. Allen Parish Hospital Medical Staff Committee Meeting Minutes – February 2020
  - D. P&T Committee Minutes – February 2020
  - E. Safety, QUIC, UR Committee Minutes – March 2020
- IV. INFORMATION ITEMS: Executive reports presented by Reviel, Thames, Naquin, and Fontenot included update on COVID-19, speech therapy, Hospital Week celebration, Ignite the Patient Experience seminars, PTO banks, and grants; February and March financials including income statement, balance sheet, and budget to actual with CY/PY comparisons; nursing productivity, quality, CAHPS and safety/risk updates; and ACO & MCIP update reports, clinic productivity, and on-boarding of robotics surgeon.
- V. ACTION ITEMS:
- A. Table resolution to apply to bond commission for strategic planning discussion.
  - B. Contract Ratification: Motion by Burleigh, seconded by Fontenot to ratify contracts executed by CEO. A vote was called; motion passed unanimously.
    - 1.LSUHSC – OBOT
    - 2.DCCS – Lab Management
    - 3.Custom Learning System – Staff engagement
    - 4.Studer Group – renewal
    - 5.Synergy Care – speech therapy
    - 6.fuse.cloud – Clinic phone system upgrade
  - C. Policy Approvals: Motion by Burleigh, seconded by Courville to approve policies as presented. A vote was called. Motion passed unanimously.
    - 1.HW-014 Rapid Response Team
    - 2.HW-002 Code Blue
    - 3.HW-013 Pandemic Infectious Disease

- 4.AS-024 Medical Staff Disaster Credentialing
- 5.MR-100 Medical Record Documentation and Amendment Guidelines
- 6.PH-1301a Timing of Medication Administration

D. Bad Debt Approval:

- 1.March: Motion by Marcantel, seconded by Burleigh to approve bad debt as presented. A vote was called. Motion passed unanimously.
- 2.April: Motion by Burleigh, seconded by Courville to approve bad debt as presented. A vote was called. Motion passed unanimously.

E. Credentialing: Board members reviewed the applications, the supporting documentation, Medical Staff Committee as a Whole's recommendations, and information received during the credentialing and privileging processes. Based on this review, it is the Board's opinion that the following applicants meet the requirements for Medical Staff appointment and clinical privileges are recommend and it was motioned by Burleigh, seconded by Marcantel and carried to approve the following appointments and clinical privileges. Courville abstained from voting.

- 1. Reappointment
  - a. Matthew Courville, MD – Active/Family Medicine
- 2. New Appointment
  - a. Anne Dill, APRN – Allied Health/Psychiatry
  - b. Tiffany Meaux, APRN – Allied Health/Psychiatry

VI. OTHER BUSINESS

- A. Motion by Courville, seconded by Marcantel to enter into executive session for the purpose of strategic planning. A vote was called; motion passed unanimously.
- B. Motion by Burleigh, seconded by Fontenot to exit executive session. A vote was called, motion passed unanimously.
- C. Motion by Burleigh, seconded by Marcantel to adjourn. With no further business, meeting was adjourned at 5:44 pm.