

Allen Parish Hospital Service District No. 3

Board of Commissioners Meeting Minutes

- I. CALL TO ORDER:** The meeting was called to order by Vice Chairman Courville September 22, 2023, at 4:36 pm.
- PRESENT:** Paula Manuel, Frances Cannon, Matthew Courville, Rob Brandon, and Roy Marcantel
- NOT PRESENT:** Chad Guidry and Katelyn Carrier
- OTHERS PRESENT:** Jackie Reviel, CEO; Sadie Lantron, Administrative Assistant; Richard Stokes, CFO; Kevin Fontenot, Legal; Ejiro Ughovwa, MD, Chief of Staff
- II. EXECUTIVE SESSION:**
- A. Motion by Marcantel, seconded by Cannon to enter executive session for the purpose of strategic planning. A vote was called; the motion passed unanimously. Those present for the executive session were Manual, Cannon, Courville, Marcantel, Brandon, Reviel, Fontenot, Stokes, Ughovwa, and Lantron.
 - B. Direct medical staff consultation regarding quality of care and recruitment efforts took place with Chief of Staff Ejiro Ughovwa, MD present.
 - C. Motion by Marcantel, seconded by Cannon to enter regular session. A vote was called; the motion passed unanimously.
- III. PUBLIC COMMENT:** No public comment
- IV. CONSENT AGENDA:** Motion by Marcantel, seconded by Manual to approve Consent Agenda as presented. A vote was called, and the motion passed unanimously.
- A. Board of Commissioners Meeting Minutes – Regular Meeting: August 2023
 - B. Board of Commissioners Meeting Minutes – Special Call: 9/6/2023
 - C. Medical Staff Committee Meeting Minutes – August 2023
- V. ACTION ITEMS:**
- A. Motion by Cannon, seconded by Manual to add Richard Stokes and remove Stephen Thames as check signer for First Guaranty Bank Account. A vote was called, and the motion passed unanimously.
 - B. Motion by Manual, seconded by Cannon to approve policies as presented. A vote was called; the motion passed unanimously.
 - 1. FI-006 Operating Budget revision
 - 2. HR-050-061 Employee Grievance revision
 - 3. HW 028 Public Records Law – Security Footage
 - C. Motion by Marcantel, seconded by Cannon to approve bad debt as presented. A vote was called; the motion passed unanimously.
 - D. 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 Marcantel, seconded by Manual, and carried to approve the following appointments, reappointments, delegations, and clinical privileges.

1.New Appointments

- a. Martin Carter, MD – Courtesy/Emergency Medicine
- b. Gehrig Harris, MD – Courtesy/Emergency Medicine

2.Reappointments – None

3.Delegated Credentialing – None

VI. INFORMATION ITEMS: Updated provided by Reviel included phase one of new build being completed on track with April target, licensing progress for the Reeves RHC site, recently attended Delta Grant Summit Conference, upcoming National RHC conference, due date of December 31st for annual ethics training, and board education packets to be sent out to all. The update provided by Stokes included revenue cycle indicators as well as August 2023 financial summary and volume report.

VII. ADJOURNMENT:

A. Motion by Manual, seconded by Marcantel to adjourn. With no further business, the meeting was adjourned at 5:20 pm.

Matthew Courville, Vice Chairman

Roy Marcantel, Secretary