

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 September 27, 2022, at 4:75 pm.
- PRESENT:** Chad Guidry, Frances Cannon, Matthew Courville, Ernest Sickey, John Lawless and Roy Marcantel
- NOT PRESENT:** Paula Manuel
- OTHERS PRESENT:** Jackie Reviel, CEO; Kevin Fontenot, Hospital Attorney; Sadie Lantron, Administrative Assistant; Stephen Thames, CFO; Suzette Fatula, Controller; Kellye Foster, PPM
- II. SEA PRESENTATION:** Presented by SEA team for year 2 workshop
- III. EXECUTIVE SESSION:**
- A. Motion by Cannon, seconded by Lawless to enter into executive session. A vote was called; motion passed unanimously. Those present for executive session were Guidry, Cannon, Courville, Sickey, Lawless Marcantel, Kevin Fontenot, Reviel, and Lantron.
- B. Motion by Courville, seconded by Cannon to exit executive session. A vote was called; motion passed unanimously.
- IV. PUBLIC COMMENT:** Public comments heard.
- V. CONSENT AGENDA:** Motion by Marcantel, seconded by Lawless to approve Consent Agenda as presented. A vote was called, and motion passed unanimously.
- A. Board of Commissioners Meeting Minutes – Regular Meeting: July 2022
- B. Board of Commissioners Special Call Meeting Minutes – August 1, 2022
- C. Board of Commissioners Special Call Meeting Minutes – August 16, 2022
- D. Board of Commissioners Special Call Meeting Minutes – September 15, 2022
- E. Medical Staff Committee Meeting Minutes – July 2022
- F. Medical Staff Committee Meeting Minutes – August 2022
- G. P&T Committee Meeting Minutes – August 2022
- VI. ACTION ITEMS:**
- A. Motion by Marcantel, seconded by Lawless to approve a resolution authorizing CEO, based upon the advice of counsel, to execute the attached Rural Hospital Cooperative Endeavor Grant Program Participation Agreement and amendments thereto and to take any further action to advance the purposes of this initiative. A vote was called; motion passed unanimously.
- B. USDA Track 1 Equipment Grant
1. Motion by Marcantel, seconded by Courville to approve a resolution granting CEO authority and empowerment to execute all necessary documents on behalf of the HSD to accept the Community Facilities Emergency Rural Health Care grant from USDA, Rural Development, Rural Housing Service. A vote was called; motion passed unanimously.

2. Motion by Marcantel, seconded by Courville to approve USDA Equal Opportunity Agreement. A vote was called; motion passed unanimously.
3. Motion by Marcantel, seconded by Courville to approve a resolution granting CEO authority to open separate bank account for funds. A vote was called; motion passed unanimously.
- C. Meeting date and agenda for Rural Health Summit presented. Those interested in attending are to contact Sadie Lantron.
- D. Motion by Cannon, seconded by Courville to grant authority and delegate responsibility for the operation of dietary services to Vanessa Keyes. A vote was called; motion passed unanimously.
- E. By-laws revision was tabled.
- F. Motion by Courville, seconded by Lawless to ratify contracts presented. A vote was called; motion passed unanimously.
 1. CIOX Health
 2. Forvis (DSH)
 3. Tango Rx (340B external audit)
- G. Motion by Lawless, seconded by Sickey to ratify Provider Contracts as presented. A vote was called; Courville abstained; motion passed unanimously.
- H. Motion by Marcantel, seconded by Courville to approve bad debt as presented. A vote was called; motion passed unanimously.
- I. 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 Cannon and carried to approve the following appointments, reappointments, delegations, and clinical privileges.
 1. New Appointments
 - a. Nathan Ryan, MD – Courtesy/Pathology
 - b. Ossian Wynn, MD – Courtesy/Emergency Medicine
 - c. Lisa Church, APRN – Allied Health/FNP
 - d. Kaylyn Cooley, APRN – Allied Health/FNP
 2. Reappointments
 - a. Steven DeLoach, MD – Courtesy/Emergency Medicine
 - b. Tanya Mitchell, MD – Courtesy/Emergency Medicine
 3. Delegated Credentialing – none
- J. Calendars and Committees
 1. Motion by Cannon, seconded by Lawless to approve 2023 meeting calendar as presented. A vote was called; motion passed unanimously.
 2. Motion by Cannon, seconded by Lawless to appoint Matthew Courville to Quality Committee as BOC representative for 2023. A vote was called; motion passed unanimously.
 3. Quality Committee schedule for 2023 presented.
 4. Medical Staff consultation dates for 2023 presented.

VII. INFORMATION ITEMS:

- A. Executive update provided by Reviel included updates on new build project, generator delivery, upcoming town hall employee forums and health benefits fair dates; update on women's health services, and update on mental health services. Lantron presented RHC Kaizen Event report out. Dashboard with FY Finance, Growth, People, Quality, Community and Service indicators presented. TruBridge Revenue Cycle Dashboard was presented. YTD financials were presented.

VIII. ADJOURNMENT:

- A. Motion by Cannon, seconded by Courville to adjourn. With no further business, meeting was adjourned at 6:37 pm.

Chad Guidry, Chairman

Roy Marcantel, Secretary

