

Allen Parish Hospital Service District No. 3

Board of Commissioners Meeting Minutes

- I. CALL TO ORDER:** The meeting was called to order by Chad Guidry on October 14, 2025 at 4:54pm.

**PRESENT:** Chad Guidry, Robert Brandon, Frances Cannon, Paula Manuel, Matthew Courville

**NOT PRESENT:** Jay Lafargue, Roy Marcantel

**OTHERS PRESENT:** Jackie Reviel, CEO; Richard Stokes, CFO; Kevin Fontenot, Legal; Morgan Courville, Executive Assistant

- II. PUBLIC COMMENT:** No Public Comment

**III. EXECUTIVE SESSION:**

- A. Motion by Cannon seconded by Brandon 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 Guidry, Marcantel, Matthew Courville, Brandon, Cannon, Lafargue, Manuel, Reviel, Stokes, Fontenot, Morgan Courville.
- B. Motion by Manuel, seconded by Cannon to enter regular session. A vote was called; the motion passed unanimously.

- IV. CONSENT AGENDA:** Motion by Cannon seconded by Manuel to approve Consent Agenda as presented. A vote was called, and the motion passed unanimously.

- A. Board of Commissioners Meeting Minutes – Regular Meeting: September 2025  
B. Medical Staff Meeting Minutes – Regular Meeting: September 2025

**V. ACTION ITEMS:**

- A. The Board discussed the potential purchase of an offsite property; no formal decision was made at this time.
- B. Motion by Matthew Courville, seconded by Brandon to Review and Approve LA Audit Compliance Questionnaire for FY 2025. A vote was called; the motion passed unanimously.
- C. Motion by Manuel, seconded by Brandon to ratify contracts as presented. A vote was called; the motion passed unanimously.
1. Heart of Hospice, LLC
- D. Motion by Manuel, seconded by Brandon to approve policies as presented. A vote was called; the motion passed unanimously.
1. 2025 Infection Control Plan  
2. 2025 Quality Plan  
3. HR ADA Non-Discrimination Policy
- E. Motion by Manuel, seconded by Brandon to approve bad debt as presented. A vote was called; the motion passed unanimously.

**VI. INFORMATION ITEMS:**

- A. Stokes Richard reviewed the September 2025 financials and discussed updates related to various payment programs, audit work, system implementations, and overall revenue and cash collection performance.

- B. Reviel provided an executive update, noting that the full application and feasibility study have been submitted to the USDA for Phase 2, and that Guaranteed Loan Proposals are still under review. She also provided a reminder of the upcoming Board, Foundation and Medical Staff Holiday Dinner in December.

**VII. ADJOURNMENT:**

- A. Motion by Cannon, seconded by Brandon to adjourn. With no further business, the meeting was adjourned at 5:16 pm.

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Chad Guidry, Chairman

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Roy Marcantel, Secretary