

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 April 22, 2025 at 4:30pm.

**PRESENT:** Frances Cannon, Chad Guidry, Roy Marcantel, Matthew Courville, Rob Brandon, Paula Manuel

**NOT PRESENT:** Jay Lafargue

**OTHERS PRESENT:** Jackie Reviel, CEO; Richard Stokes, CFO; Terra Bailey, CNO; Morgan Courville, Executive Assistant

- II. PUBLIC COMMENT:** No Public Comment

**III. EXECUTIVE SESSION:**

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

**IV. BOARD EDUCATION:**

- A. A recommendation to complete the assessment and return to Morgan Courville was made.
- B. A recommendation was made for Board members to attend the Annual Rural Health Conference.
- C. The board recommended that the presentation be conducted virtually rather than through an in-person session.
- D. It was recommended that Board members review a recent publication from the Communications Institute.

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

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

**VI. ACTION ITEMS:**

- A. Motion by Matthew Courville, seconded by Manuel to add an action item regarding surplus property. Motion by Cannon, seconded by Marcantel to declare the property located at 169 A S King Drive, Kinder, LA 70648 (Lot 116, The Columns) as surplus and authorize its sale through public bid in accordance with Louisiana law. A vote was called; the motion passed unanimously.
- B. Motion by Manuel, seconded by Matthew Courville to reschedule July 29, 2025, meeting to July 22, 2025. A vote was called; the motion passed unanimously.

- C. Motion by Cannon, seconded by Marcantel to ratify contracts presented. A vote was called; the motion passed unanimously.
  - 1. Inquiseek, LLC
  - 2. Addendum to Teleradiology Services Agreement
- D. Motion by Matthew Courville, seconded by Manuel to approve Policy revisions. A vote was called; the motion was passed unanimously.
  - 1. HW-029 Remote Work
  - 2. LA-001.V..3.0 Laboratory Quality Control
- E. Motion by Matthew Courville, seconded by Cannon to approve bad debt as presented. A vote was called; the motion passed unanimously.

**VII. INFORMATION ITEMS:**

- A. Bailey presented the quarterly quality update, highlighting areas such as agency staffing, specialized care services, performance initiatives, and trends in patient volume in the ED.
- B. Update provided by Stokes included a review of March 2025 Financials, an overview of revenue and operating expenses, contract renegotiation project, a pending operation system update and Hospital and RHC cash collections.
- C. Reviel gave an executive update covering progress at Reeves RHC.

**VIII. ADJOURNMENT:**

- A. Motion by Marcantel, seconded by Cannon to adjourn. With no further business, the meeting was adjourned at 5:22 pm.

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Chad Guidry, Chairman

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Roy Marcantel, Secretary