

Allen Parish Hospital Service District No. 3

Board of Commissioners Meeting Minutes

- I. CALL TO ORDER:** The meeting was called to order by Matthew Courville on May 27, 2025 at 4:50pm.
- PRESENT:** Frances Cannon, Roy Marcantel, Matthew Courville, Rob Brandon, Paula Manuel, Jay Lafargue
- NOT PRESENT:** Chad Guidry
- 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 Manuel 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 Cannon, Lafargue, Marcantel, Matthew Courville, Manuel, Brandon, Reviel, Stokes, Fontenot, Morgan Courville
 - B. Motion by Cannon, seconded by Manual to enter regular session. A vote was called; the motion passed unanimously.
- IV. BOARD EDUCATION:**
- A. Awaiting a response from James Orlikoff regarding availability for Virtual presentation.
- V. CONSENT AGENDA:** Motion by Marcantel 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: April 2025
 - B. Board of Commissioners Meeting Minutes – Special Call: April 2025
 - C. Medical Staff Committee Meeting Minutes – April 2025
- VI. ACTION ITEMS:**
- A. Motion by Marcantel, seconded by Lafargue to Adopt a Resolution providing for canvassing the returns and declaring the results of the special election held in Hospital Service District No. 3 of the Parish of Allen, State of Louisiana, on Saturday, May 3, 2025, to authorize the renewal of a special tax therein. A vote was called; the motion passed unanimously.
 - B. Motion by Marcantel, seconded by Lafargue to adopt USDA Form Loan Resolution. A vote was called; the motion passed unanimously.
 - C. Motion by Marcantel, seconded by Lafargue to adopt and approve for the CEO to sign USDA-FmHA Security Agreement. A vote was called; the motion passed unanimously.
 - D. Motion by Manuel, seconded by Cannon to approve Agreed-upon Procedure, Cost Report and Audit Engagement services with Lester, Miller and Wells. A vote was called; the motion passed unanimously.

- E. Discussion regarding all quotes received for roof replacement. Motion by Cannon, seconded by Manuel to approve Quote from Carlton Construction for Replacement of Old Rural Health Clinic Roof. A vote was called; the motion passed unanimously.
- F. Motion by Cannon, seconded by Marcantel to table agenda item Laboratory Capital Expenditures. A vote was called; the motion passed unanimously.
- G. Motion by Cannon, seconded by Lafargue to ratify contracts presented. A vote was called; the motion passed unanimously.
 - 1. Caret Health
 - 2. ADP
 - 3. Teledoc Health
 - 4. Care Collaboration Agreement - East Jefferson General Hospital
 - 5. Telemedicine Services Agreement – East Jefferson General Hospital
 - 6. Sowela CEA
 - 7. American Lung Association
- H. Motion by Manuel, seconded by Cannon to approve Policy revisions. A vote was called; the motion was passed unanimously.
 - 1. FI-008 Capitalization of Assets
 - 2. MR-004 Hospital Form Standardization Policy
 - 3. CM-001 Case Management Policy
 - 4. CM-002 SDOH Policy
 - 5. CM-003 Discharge Planning and Care Transitions
 - 6. EH-001 Employee Health and Illness Policy
 - 7. HW-003 Patients Leaving Against Medical Advice
- I. Motion by Manuel, seconded by Brandon to approve bad debt as presented. A vote was called; the motion passed unanimously.
- J. 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 Brandon, seconded by Cannon, and carried to approve the following appointments, reappointments, delegations, and clinical privileges.
 - 1. New Appointments - None
 - 2. Reappointments
 - i. Jude Agendia, MD – Courtesy/Emergency Medicine
 - ii. Corey Foster, MD – Courtesy/Cardiology
 - iii. Jake Lebeau, MD – Courtesy/Cardiology
 - iv. Chukwudi Uchendu, MD – Courtesy/Emergency Medicine
 - 3. Delegated Credentialing – none
 - 4. Request for additional privileges – Telehealth
 - i. Mary Dore, FNP-C
 - ii. Patrick England, FNP-C
 - iii. Morgan Harmon, FNP-C
 - iv. Allissa Joseph, FNP-C

- 5. Delegated Privileges
 - i. Annual review of rosters
 - a. Salient Radiology
 - b. Rapid Rad

K. Motion by Cannon, seconded by Manual to approve Privileges updates. A vote was called, the motion pass unanimously.

- 1. Pathology privileges and criteria biennial review – remove items not available at this facility
- 2. Allied Health privileges and criteria biennial review – addition of telehealth

VII. INFORMATION ITEMS:

- A. Update provided by Stokes covered a review of April 2025 Financials, including revenue and operating expenses, contract renegotiation efforts, the expansion of the finance team, and updates on volumes, Hospital and RHC cash collections.
- B. Reviel provided an executive update covering the opening of Reeves Rural Health Clinic, progress on Phase 1 closing, and surgical services updates—including surgery, mammography, and chiropractic volumes. The update also highlighted the phlebotomy program’s success, including graduation milestones and total student count to date. The update also covered plans for parking expansion, a reminder of Dr. Storer’s dedication, People’s Choice Awards, and the completion of the new covered walkway and foundation bricks.

VIII. ADJOURNMENT:

- A. Motion by Marcantel, seconded by Lafargue to adjourn. With no further business, the meeting was adjourned at 6:28 pm.

Chad Guidry, Chairman

Roy Marcantel, Secretary