

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 August 26, 2025, at 4:32pm.

A. Dr. Matthew Courville presented for Direct Consultation with med staff.
Consultation involved a review of Categories One and Two from the IHI Quality of Governance assessment

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

NOT PRESENT: Jay Lafargue

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 Matthew Courville 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 Guidry, Marcantel, Matthew Courville, Brandon, Cannon, Reviel, Stokes, Fontenot, Morgan Courville.

B. Motion by Cannon, seconded by Matthew Courville 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: July 2025

B. Medical Staff Meeting Minutes – Regular Meeting: June 2025

V. ACTION ITEMS:

A. Motion by Matthew Courville, seconded by Cannon to Repeal and Rescind the Resolution giving preliminary approval for the issuance by the District of Hospital Revenue and Refunding Bonds. A vote was called; the motion passed unanimously.

B. Motion by Manuel, seconded by Cannon to ratify contracts as presented. A vote was called; the motion passed unanimously.

1. Trinity Capital Resources Engagement Agreement

2. Abbott Rapid Dx

3. Dietician Consulting Agreement

4. Rapid AI

5. Allissa Joseph, NP Amendment

C. Motion by Cannon, seconded by Brandon to add the following two policies to the agenda for approval:

1. ED – 022 Observation of PEC/CEC or Elopement Risks in the ED

2. ED – 023 Observation Status – One-to-One & Line of Sight

Motion by Dr. Matthew Courville, seconded by Manual to approval policies as presented. A vote was called; the motion passed unanimously.

- D. Motion by Matthew Courville, seconded by Cannon to approve bad debt as presented. A vote was called; the motion passed unanimously.
- E. 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 recommended and it was motioned by Manuel, seconded by Cannon, and carried to approve the following appointments, reappointments, delegations, and clinical privileges.
 - 1. New Appointments
 - i. Michael Meinhold, DO – Active/Orthopedic Surgery
 - ii. Patrick Savoy, MD – Active/General Surgery
 - 2. Reappointments
 - i. Melissa Marcantel, APRN – Allied Health/Cardiology
 - ii. Theresa Savant, APRN – Allied Health/FNP
 - iii. Rome Sherrod, MD – Courtesy/Emergency Medicine
 - 3. Delegated Credentialing – none
 - 4. Privileges
 - i. Surgery Department – Ophthalmology
 - ii. Surgery Department – Cosmetics
 - iii. Emergency Medicine – addition to perform and dictate H&P

VI. INFORMATION ITEMS:

- A. Stokes presented an update on the organization's financial performance and operational initiatives. Key areas discussed included revenue and expense trends, staffing and project updates, ongoing contract and software initiatives, and progress on financial and payroll systems. An external audit is underway, with results to be shared at the next board meeting.
- B. Mowry, HIM Director, outlined departmental goals, reviewed key legal requirements, and highlighted the main categories to be reported quarterly. He provided an update on coding education and discussed current regulatory oversight activities.
- C. Reviel provided an executive update, noting that Phase 2 plans are nearly complete with submission to the USDA expected in September. Recent awards include recognition as SWLA Best Hospital and Best Home Health for the second consecutive year, and Dr. Matt Courville was recognized as 2nd place SWLA Primary Care Provider. The Med Staff and Board of Commissioners Christmas Party is scheduled for December 13.

VII. ADJOURNMENT:

- A. Motion by Cannon, seconded by Brandon to adjourn. With no further business, the meeting was adjourned at 5:39 pm.

Chad Guidry, Chairman

Roy Marcantel, Secretary