

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 July 30, 2024 at 4:30pm.
- PRESENT:** Chad Guidry, Frances Cannon, Rob Brandon, Roy Marcantel
- NOT PRESENT:** Katelyn Carrier, Matthew Courville, Paula Manuel
- OTHERS PRESENT:** Jackie Reviel, CEO; Richard Stokes, CFO; Kevin Fontenot, Legal; Morgan Courville, Executive Assistant
- II. EXECUTIVE SESSION:** No need for Executive Session
- III. BOARD EDUCATION:**
- A. Dates were provided for the upcoming Governance Institute Leadership Conference. Those interested are to contact administration.
- IV. PUBLIC COMMENT:** No public comment
- V. CONSENT AGENDA:** Motion by Cannon seconded by Marcantel to approve Consent Agenda as presented. A vote was called, and the motion passed unanimously.
- A. Board of Commissioners Meeting Minutes – Regular Meeting: June 2024
- B. Medical Staff Committee Meeting Minutes – June 2024
- VI. ACTION ITEMS:**
- A. Motion by Brandon, seconded by Marcantel to approve Organizational Chart Revision. A vote was called; the motion passed unanimously.
- B. Motion by Brandon, seconded by Cannon to approve FY2025 Budget. A vote was called; the motion passed unanimously.
- C. Motion by Cannon, seconded by Brandon to ratify contracts presented. A vote was called; the motion passed unanimously.
1. Speech Talk BSA
 2. Forvis Mazars, LLP – Feasibility Study
 3. Forvis Mazars, LLP – Audit and Cost Report Services
 4. Forvis Mazars, LLP – Agreed upon Procedures Services
 5. Morris & Dickson
 6. LD4 Design Proposal
 7. CINTAS
 8. Pitney Bowes
 9. TruBridge Service Subscription, Sentri7 AUR Reporting
 10. Change Healthcare Add on
 11. Simpson Security Systems, Inc.
 12. Press Ganey Amendment to Agreement
 13. Visible Hands
- D. Motion was made by Marcantel, seconded by Cannon to approve Policy revisions. A vote was called; the motion passed unanimously.

1. Lab Troponin iSTAT
2. Lab iSTAT Chem 8
3. HW-025 Patient Complaint-Grievance Resolution
4. HW-030 Medical Device Alarm Safety
5. HW-031 Chain of Command
6. ED-001 Triage Assessment of Patients
7. ED-005 Admission Criteria for Emergency Department-Scope of Services
8. ED-008 EMTALA Guidelines-Patient Transfer
9. ID-003 Telehealth/Telemedicine
10. ID-004 Telehealth Provider Communication
11. ID-005 Telemedicine/Telehealth Patient Selection
12. ID-006 Emergency Department Leveling
13. HR-050-004 Appearance Standards
14. NUR-011-Reporting Critical Lab Values
15. Biannual QAPI Review – Hospital, RHC, Home Health, Contracted Services

- E. Motion by Marcantel, seconded by Cannon to approve Telehealth Informed consent. A vote was called; the motion passed unanimously.
- F. Motion by Marcantel, seconded by Brandon to approve First Assist Privilege list with Criteria Revision. A vote was called; the motion passed unanimously.
- G. Motion by Cannon, seconded by Brandon to approve Women’s Health Nurse Practitioner Allied Health Privilege list with criteria. A vote was called; the motion passed unanimously.
- H. Motion by Brandon, seconded by Cannon to approve bad debt as presented. A vote was called; the 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 Cannon, seconded by Marcantel, and carried to approve the following appointments, reappointments, delegations, and clinical privileges.
1. Credentialing
 - a. Reappointments
 - a. Steven Deloach, MD – Courtesy/Emergency Medicine
 - b. Allissa Joseph, APRN – Allied Health/FNP
 - b. Delegated Credentialing
 - a. Salient – Renewals
 - i. Vikram Hatti, MD
 - ii. Brenton McDonald, MD
 - iii. James Rittelmyer, MD
 - iv. Michael Rolen, MD
 - v. Sameh Sakla, MD

VII. INFORMATION ITEMS:

- A. Update provided by Stokes included June 2024 Financial documents, Contract renegotiations project kick off, Volume Decrease analysis project, Bad Debt Collection agency change and virtual case management services for Emergency Department.
- B. Bailey presented the CNO Quarterly Board report to include update on Key achievements in Nursing, Current Staffing Levels, Patient Satisfaction Scores, Quality and Safety Matrix, Quality improvement initiatives, Staff Development and Education, Case Management, Patient Care Coordination and Community Engagement.
- C. Reviel provided an executive update on the completion of the Phase 1 building, Helipad placement, the potential extension of RHC's hours, Phase 2 and 3 planning, progress at Reeves RHC, Personnel updates for Rural Health Clinic, Marketing and Surgery Department.

VIII. ADJOURNMENT:

- A. Motion by Marcantel, seconded by Cannon to adjourn. With no further business, the meeting was adjourned at 5:19 pm.

Chad Guidry, Chairman

Roy Marcantel, Secretary