

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 22, 2024 at 4:33pm.
- PRESENT:** Chad Guidry, Frances Cannon, Rob Brandon, Paula Manuel, Roy Marcantel
- NOT PRESENT:** Matthew Courville
- OTHERS PRESENT:** Jackie Reviel, CEO; Terra Bailey, CNO; Richard Stokes, CFO; Kevin Fontenot, Legal; Morgan Courville, Executive Assistant
- II. 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, Brandon, Manuel, Reviel, Stokes, Fontenot, Bailey, Morgan Courville
- B. Motion by Marcantel, seconded by Cannon to enter regular session. A vote was called; the motion passed unanimously.
- III. BOARD EDUCATION:**
- A. A review of the governance of the Quality Assessment Tool was carried out, with recommendation to complete the assessment at the next board meeting.
- IV. PUBLIC COMMENT:** No public comment
- V. CONSENT AGENDA:** Motion by Manuel seconded by Brandon to approve Consent Agenda as presented. A vote was called, and the motion passed unanimously.
- A. Board of Commissioners Meeting Minutes – Regular Meeting: September 2024
- B. Medical Staff Committee Meeting Minutes – September 2024
- VI. ACTION ITEMS:**
- A. Motion by Marcantel, seconded by Cannon to ratify contracts presented. A vote was called; the motion passed unanimously.
- 1.Ggastro
 - 2.Forvis Mazars
 - 3.Coushatta Casino Resort
 - 4.Dr. Monty Heinen
 - 5.Trahan Medical, LLC
 - 6.Foster Medical, LLC
 - 7.Salient Radiology Associates Amendment
 - 8.Ralph L. Abraham III, M.D., LLC
 - 9.Terracon
- B. Motion was made by Marcantel, seconded by Cannon to approve Policy revisions. A vote was called; the motion passed unanimously.
1. HW-032 Electronic Order Sets and Nursing Standing Orders

2. HR-030-190 Tuition Reimbursement Policy
 3. Mammography Policies
 - i. MAM-001 Augmentation-Implants, Routine for Patients with Breast
 - ii. MAM-002 Breast Compression
 - iii. MAM-003 Departmental Hours and Personnel
 - iv. MAM-004 Initial Mammography Training
 - v. MAM-005 Magnification Views
 - vi. MAM-006 Medical Audit Files for MQSA
 - vii. MAM-007 MQSA Medical Audit
 - viii. MAM-008 Needle Localization, Breast
 - ix. MAM-009 Obtaining Outside Breast Studies
 - x. MAM-101 Patient Positioning
 - xi. MAM-011 Digital Mammo Unit On-Off Procedure
 - xii. MAM-012 Routine Screening Views
 - xiii. MAM-013 Spot Compression Procedure
 - xiv. MAM-014 Surgical Specimen for Localizations
 - xv. MAM-015 Mammo Breast Needle Localization Procedure
 - xvi. MAM-016 Mammography Reports
 - xvii. MAM-017 Patient Preparation
 - xviii. MAM-018 Patient Records
 - xix. MAM-019 Post Mammography Instructions
 - xx. MAM-021 Patient Scheduling, Mammography
 4. ED Policies
 - i. ED-004 Admission and Discharge Procedures for ED Patients
 - ii. ED-009 Abuse Adult-Child-Elderly in the ED
 - iii. ED-010 Admission to Surgery
 - iv. ED-011 Admission to the Medical-Surgical Unit or Behavioral Health from the ED
 - v. ED-012 Patients Leaving Against Medical Advice (AMA)
 - vi. ED-013 Continuity of Care for ED Patients
 - vii. ED-014 Deaths in the ED
 - viii. ED-015 ED Diversion of Patients
 - ix. ED-016 ED Treatment of Minors
 - x. ED-017 Organ and Tissue Donation – LOPA
 - xi. ED-018 ED Reportable Cases
 - xii. ED-019 Safe Haven for Newborns
 - xiii. ED-020 OB Patient, Emergency Delivery
- C. Motion by Marcantel, seconded by Cannon to approve bad debt as presented. A vote was called; the motion passed unanimously.
- D. 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 Manuel, seconded by Cannon, and carried to

approve the following appointments, reappointments, delegations, and clinical privileges.

1. Credentialing

xiv. New Appointments

- a. Rex Brown, CRNA – Allied Health/CRNA
- b. Sandy Leger, CRNA – Allied Health/CRNA

VII. INFORMATION ITEMS:

- A. Update provided by Stokes included review of September 2024 Financial Documents, Budgeted Expenses, Volume, Hospital and RHC Cash Collections, Contract Renegotiation Project, Cost Report and Medicare wage index audit.
- B. Bailey presented the Quarterly Board and Quality Report
- C. Reviel gave an executive update covering progress at Reeves RHC, Grand Opening date for Phase 1, Open Enrollment, Employee Holiday Market, Board and Physician Christmas Celebration, LHA SW Fall District Meeting, and plans for Radiology buildout.

VIII. ADJOURNMENT:

- A. Motion by Marcantel, seconded by Brandon to adjourn. With no further business, the meeting was adjourned at 5:25 pm.

Chad Guidry, Chairman

Roy Marcantel, Secretary