

**BOARD OF COMMISSIONERS  
MEETING MINUTES  
NOVEMBER 29, 2018**

The Board of Commissioners of Franklin Foundation Hospital, Hospital Service District No. 1, St. Mary Parish, met in regular session at 6:00 p.m., November 29, 2018.

MEMBERS PRESENT

Eugene Foulcard, Chairman  
Didi Battle  
Robert Allain, II  
Dr. Roland Degeyter  
Robert Judice, Jr  
Clegg Caffery, Jr.  
Allen Randle, Sr.

ALSO PRESENT

Stephanie Guidry, CEO  
Lanzi Meyers, Legal Counsel  
Russell Cremaldi, Legal Counsel  
Don Smithburg, QHR VP  
Ron Bailey, CFO  
Lori Leonard, Director of Quality  
Collette Vaccarella, Director of Financial  
Services  
Tina Petry, Compliance Officer  
Sharon Procell, Exec. Admin.

ABSENT

**I. CALL TO ORDER**

With a quorum present, the meeting was called to order by the Chairman, Mr. Eugene Foulcard at 6:02 p.m.

**II. PUBLIC COMMENT**

Mr. Eugene Foulcard stated will there be a formal swear in at this Board meeting for new Board members. Mr. Russell Cremaldi stated this can be done at the next scheduled Board meeting due to not having a formal Oath for presentation.

**III. ELECTIONS OF BOARD OFFICERS**

A. Chairman

The Board asked Mr. Russell Cremaldi, Legal Counsel to conduct the meeting as to the election of Board Officers.

Mr. Russell Cremaldi asked for a motion to waive the two (2) term limit; as stated in the bylaws.

**Ms. Didi Battle made a motion to waive the two (2) term limit with Mr. Robert Judice, Jr. seconding the motion. The motion carried unanimously.**

The full Board, with a showing of hands, voted on Mr. Eugene Foulcard being Chairman of the Board for another one year (1) term. All were in favor of the motion.

B. Vice-Chairman

Mr. Cremaldi opened the floor for nomination of Vice-Chairman. Mr. Robert Allain, II nominated Mr. Clegg Caffery. Mr. Cremaldi asked for any more nominations. Mr. Robert Judice, Jr. made a motion to close the nomination with Mr. Allen Randle seconding the motion.

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The full Board with a showing of hands, voted on Mr. Clegg Caffery as Vice-Chairman of the Board. All were in favor of the motion.

Mr. Cremaldi announced Mr. Eugene Foulcard, Chairman of the Board and Mr. Clegg Caffery, Vice-Chairman of the Board for year 2019.

Mr. Eugene Foulcard announced that Mr. Clegg Caffery will be the Chairman of the Finance Committee and as well as Mr. Robert Allain, II serving on the Finance Committee.

**IV. OLD BUSINESS**

A. Approval of Minutes – October 25, 2018

**Ms. Didi Battle moved to approve the minutes of the Board of Commissioners meeting held October 25, 2018 with Mr. Clegg Caffery seconding the motion. The motion carried unanimously.**

**V. MEDICAL STAFF REPORT**

**A. Credentials & Medical Executive Reports – November 14, 2018**

Dr. Kennan Buechter reported on behalf of Dr. Gunda. Dr. Buechter reported the November Credentials and Medical Executive Committee Reports. He stated the Credentials Committee and the MEC reviewed the presented files and found to have current evidence of adequate professional liability insurance with no malpractice issues. Also obtained were primary source verifications of current LA medical licensure noted without restrictions and there was no evidence of any sanctions or exclusions by Medicaid, Medicare, or other federal programs. Based upon review of the qualifications, clinical competences, skills, experience, quality data, requested privileges, peer references, ability, and ongoing professional practice evaluations the following applicants have been unanimously recommended for appointments of:

Initial Appointment:

- Victoria Ron, MD – Consulting – Emergency Medicine

Re-Appointments:

- Rajachendra Tumma, MD – Active – Internal Medicine
- Randall Horton, MD – Affiliate – Family Medicine
- Gary Wiltz, MD – Affiliate – Internal Medicine
- Carl Cheramie, CRNA – Advanced Practice Professional
- Roland Degeyter, MD – Active – Internal Medicine

Dr. Buechter reported MEC accepted Virtual Radiology request for re-appointments that of Dr. Karen Caldemeyer – Consulting – VRad and Dr. Taro Aikawa, MD – Consulting - VRad. Also accepted the removal from Ochsner Telemedicine that of Emily DeLeonardo, NP – Advanced Practice Professional, Dr. Abid Nazeer – Consulting – Neuro. Dr. Alan Velander – Consulting – Neuro, Dr. Augusto Parra-

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Consulting – Neuro. He also reported MEC accepted from Ochsner Telemedicine request for re-appointments that of Dr. Jacqueline Carter – Consulting – Neuro, Dr. Ifeanyi Iwuchukwu – Consulting – Neuro, Daniel Chehebar, DO – Consulting – Neuro and Dr. Elaine Saleh – Consulting- Psychiatry and accepted the request for addition to Ochsner is Dr. Lauren Dunn – Consulting – Neuro.

Dr. Buechter reported that MEC discussed the statistical and quality data for Labor and Delivery as well as Nursery. He noted a policy for Care of the Obstetrical Patient receiving Magnesium Sulfate was approved by MEC. He reported also at MEC through the participation in the LHA Hospital Improvement Innovation Network Pay for Performance, the Hospital earned \$2,966.00 of the \$3,200.00 available because of improvements made in the targeted areas of this project such as Catheter Associated Urinary Tract Infections and Readmissions.

Dr. Buechter requested for the Board to give final approval of the initial and re-appointments and the acceptance of the credentialing from Virtual Radiology and Ochsner Telemedicine due to a business associate agreement.

**Mr. Clegg Caffery made the motion to approve the initial appointment of Dr. Victoria Ron – Consulting – Emergency Medicine and the reappointments of Dr. Rajachendra Tumma – Active – Internal Medicine, Dr. Randall Horton – Affiliate – Family Medicine, Dr. Gary Wiltz – Affiliate – Internal Medicine, Carl Cheramie, CRNA – Advanced Practice Professional, and Dr. Roland Degeyter – Active – Internal Medicine and accept the re-appointments of Dr. Karen Caldemeyer and Dr. Taro Aikawa – both Consulting – both Virtual Radiology and accept the removal from Ochsner Telemedicine that of Emily DeLeonardo, NP – Advanced Practice Professional, Dr. Abid Nazeer, Dr. Alan Velandar, and Dr. Augusto Parra, all Consulting and accept the reappointments of Dr. Jacqueline Carter, Dr. Ifeanyi Iwuchukwu, DO Daniel Chehebar – all Consulting – Neuro Medicine with Dr. Elaine Saleh – Consulting – Psychiatry and accept an addition to Ochsner of Dr. Lauren Dunn – Consulting – Neuro with Mr. Robert Judice, Jr. seconding the motion. The motion carried unanimously.**

**VI. NEW BUSINESS**

**A. Discuss and Approve Capital Requests**

**1. CT Scanner**

Mr. Ron Bailey presented a request to replace the current 16-slice CT Scanner with a new GE 64-slice CT Scanner. He reported the current CT scanner, which is eleven (11) years old, has been experiencing problems over the last two years; the tube was replaced in October 2018. He stated the 64-slice CT scanner will provide much better images than the current unit and will expand the Hospital's imaging capabilities. He noted this purchase was included in the FY 2020 capital budget at \$562,000. He reported due to recent issues the hospital request that we move the purchase into FY 2019. He stated the Hospital is requesting that the purchase be funded using grant funds. Also noted, the purchase price is under the HPG contract. Mr. Bailey requested that the Board approve the CT Scanner.

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**Mr. Robert Allain, II made the motion to approve the CT Scanner with Ms. Didi Battle seconding the motion. The motion carried unanimously.**

2. Digital Mammography Viewing Station

Mr. Ron Bailey presented request to purchase a new Hologic SecurView mammography imaging workstation. He reported the Hospital currently utilizes an older printer to print these images for the radiologist to review. He stated the printer is obsolete. He also noted the current PACS imaging system is not dedicated to mammography. He reported this purchase will provide a dedicated mammography workstation that will provide much better imaging than the current method. He added this purchase and installation price is \$77,700 and was included in the FY 2019 capital budget. Mr. Bailey requested that the Board approve the Digital Mammography Viewing Station.

**Mr. Robert Allain, II made the motion to approve the Digital Mammography Viewing Station with Ms. Didi Battle seconding the motion. The motion carried unanimously.**

3. DVTEL Security Camera Servers

Mr. Bailey presented the request to purchase new DVTEL servers for the Hospital's security camera system. He reported the current servers are obsolete and cannot be economically repaired. He noted these servers capture and store images from the Hospital's security camera system. The purchase price is \$14,473 and this was included in the FY 2019 capital budget. Mr. Bailey requested that the Board approve the DVTEL Security Camera Servers.

**Mr. Robert Allain, II. made the motion to approve the DVTEL Security Camera Servers with Ms. Didi Battle seconding the motion. The motion carried unanimously.**

**B. Discuss and Approve**

1. PARA Healthcare Analytics, Inc. Contract

Mr. Ron Bailey reported the PARA Healthcare Analytics, Inc. contract is an agreement with PARA to create and install a "Share of Cost estimator widget" on the Hospital's website. He explained the purpose is to provide patient payment estimates for Hospital services to improve price transparency. He stated this is mandated by CMS to be effective January 1, 2019. He reported the cost is \$9,750 to be billed in two installments and an annual maintenance fee of \$4,500. He noted this was reviewed by Ms. Lanzi Meyers of the Gachassin Law Firm. Mr. Bailey requested that the Board approve the PARA Healthcare Analytics, Inc. contract.

**Ms. Didi Battle moved to approve the PARA Healthcare Analytics, Inc. Contract with Dr. Roland Degeyter seconding the motion. The motion carried unanimously.**

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**VII. FINANCE COMMITTEE REPORT**

**A. Finance – October 2018**

**B. Ratification of minutes and all actions taken at the Finance Committee Meeting – November 29, 2018**

**Ms. Didi Battle moved to approve the Finance report and ratifications of minutes and all actions taken at the Finance Meeting held on November 29, 2018 with Mr. Robert Judice, Jr. seconding the motion. The motion carried unanimously.**

**VIII. QUALITY COMMITTEE REPORT**

**A. Ratification of minutes and all actions taken at the Quality Committee Meeting – No Meeting – No Report**

**B. Organizational Quality Data – Ms. Lori Leonard**

Ms. Lori Leonard presented to the Board a brief overview of Mortality Data report. She stated one of the focuses that CMS looks at is the Mortality Rate. She stated that Critical Care Hospitals are identified as having higher incident mortality across the board compared to prospective hospitals. She reported how the Hospital looks at all deaths and explained how the mortality is categorized. She mentioned the data consists of condition-specific, procedure specific broken down by mortality measures.

**IX. MANAGEMENT REPORT**

**A. Nursing Report – Ms. Michelle Skillings, CNO**

Ms. Skillings reported on the following:

- Skills Fair was October 15 and 16, 2018 – there were 176 staff members that attended. Most staff commented the Skills Fair was “a very good experience”. Dr. Roland Degeyter complimented on the Skills Fair.
- Total FT and PT turnover for July, August and September of 2018 – percentage average rate of 1.6% and for nursing, it was even lower. She stated this is very good.
- She and Ms. Tina Petry attended a LHA workshop for CMS regulatory updates on November 15<sup>th</sup> and 16<sup>th</sup> – following up on a number of areas to ensure the Hospital are following the regulations and focus on infection control
- Patient Rights Policy – policy has been updated and the swing bed hand out has been updated. Patients have to be advised of their rights and all rights are respected.
- Starting to educate on bedside leadership skills and educating nursing leaders regarding Shared Governance.

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- Nurses have been overseeing MOAB training to other nurses and Franklin Police.
- The Louisiana Health Department came to the Hospital and MOB and found some minor violations; which all is a simple fix.

**B. Administrative Report – Ms. Stephanie Guidry, CEO**

Ms. Guidry reported on the following:

- Bylaws – Most current copy of Bylaws presented to the Board Members
- Tour of Thibodaux Wellness Center on Nov. 16<sup>th</sup> – it was a very impressive tour, Ms. Didi Battle and Chairman Eugene Foulcard toured.
- Public Health Department was at the Hospital this week; we received a couple of areas for improvement.
- Online Ethics training for employees and the Board Members (handout was provided with details for online training or at the Hospital with Ms. Tina Petry)
- Joint Commission came November 6<sup>th</sup> to survey the Lab – most findings were considered low pattern and the Lab fixed while surveyor was here; the Hospital has sixty (60) days to submit our action plan, which will go out Monday.

**C. Clinic Report – Mr. Collette Vaccarella, Co-Director of Clinics**

Mr. Bailey began the presentation of the clinic report for the month beginning with clinic accounts receivable. Ms. Collette Vaccarella then discussed clinic visit activity for the month of October 2018 as compared to October 2017. She noted October 2018 clinic visits were down over the prior month. Mr. Bailey presented the consolidated clinic cost center report noting that the clinics posted a consolidated loss for the month. Mr. Bailey also discussed the Hospital activity generated by the clinic physicians.

**D. QHR Management Report – Mr. Don Smithburg, QHR VP**

Mr. Don Smithburg presented a spreadsheet of projects in place with what advisory reports to the institution and he status of each project. He stated this report will be refreshed first of the year. He mentioned some changes in the Quorum company are that of Mr. Jodi Pigg was promoted to Vice President of Finance and Mr. Don Smithburg taking the position of Mr. Mike Halsted, Regional Vice President. Mr. Smithburg stated himself and Mr. Pigg will still be involved with Franklin Foundation Hospital as usual.

**X. EXECUTIVE SESSION**

**Ms. Didi Battle made a motion to go into executive session at 6:50 pm with Mr. Robert Judice, Jr. seconding. The motion carried unanimously.**

**A. Strategic Planning**

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**With no further business to discuss in Executive Session, a motion was made by Ms. Didi Battle and seconded by Dr. Roland Degeyter to exit Executive Session at 7:08 p.m. The motion carried unanimously.**

**XI. ACTION(S) TAKEN**

**A. Approval to authorize CEO to take action as discussed on physician contract**

**No action(s) was required.**

**XI. ADJOURN**

**With no further business to discuss, Ms. Didi Battle moved with Mr. Robert Judice, Jr. seconding the motion to adjourn at 7:10 p.m. The motion carried unanimously.**

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Eugene Foulcard - Chairman

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Stephanie A. Guidry, CEO