

**BOARD OF COMMISSIONERS  
MEETING MINUTES  
MARCH 28, 2019**

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., March 28, 2019.

**MEMBERS PRESENT**

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

**ALSO PRESENT**

Stephanie Guidry, CEO  
Dr. Sharad Gunda, Chief of Staff  
Ben Gaines, Legal Counsel  
Russell Cremaldi, Legal Counsel  
Ron Bailey, CFO  
Michelle Skillings, CNO  
Tina Petry, Compliance Officer  
Collette Vaccarella, Director of Financial  
Services  
Kevin Romero, Business Development/  
Marketing  
Sharon Procell, Exec. Admin.

**ABSENT**

Robert Allain, II

**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**

NONE

**III. OLD BUSINESS**

**A. Approval of Minutes – February 28, 2019**

**Ms. Didi Battle moved to approve the minutes of the Board of Commissioners meeting held February 28, 2019 with Mr. Clegg Caffery, Jr. seconding the motion. The motion carried unanimously.**

**IV. MEDICAL STAFF REPORT**

**A. Credentials & Medical Executive Reports – March 2019**

Dr. Sharad Gunda presented the March 2019 Credentials and Medical Executive Committee Reports. He stated the Credentials Committee and the MEC reviewed the files presented and found them 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

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professional practice evaluations, the following applicant have been unanimously recommended for initial appointment of Dr. Dr. Ayobami Eluwole – Consulting – Emergency Medicine

Dr. Gunda reported the MEC accepted a Virtual Radiology request to add Dr. Ashlesha Sharma – Consulting – VRad. He announced that Dr. Scott Conklin accepted the role of Medical Director of the Emergency Room and also the category change request for Dr. Conklin from Consulting to Active.

Dr. Gunda reported that the MEC discussed the business from Medicine, Perinatal and Emergency Room Committees. He stated MEC approved changes to the formulary to remove Fluphenazine. He added Lab is also adding NT-ProBNP to the EXL chemistry analyzer and will retire the Triage BNP meter to improve the results when testing for heart failure. He noted interpretation will be present on the result to assist providers. He stated a Neonatal Scoring System to identify opioid withdrawal in new borns was approved as was revisions to new born care in the delivery room and Cord Care of the New Born.

Dr. Gunda stated that MEC approved the Dry Needling policy. Ms. Heather Jordon, PT has completed her training and competencies and is now able to bill for this service. He notes the feedback is positive and the hospital will be monitoring the success rate.

Dr. Gunda requested for the Board to give final approval of the initial appointment and the acceptance of the credentialing from Virtual Radiology due to a business associate agreement.

**Ms. Didi Battle made the motion to approve the initial appointment of Dr. Ayobami Eluwole – Consulting – Emergency Medicine and accepted the request to add Dr. Ashlesha Sharma – Consulting - Virtual Radiology with Mr. Allen Randle, Sr. seconding the motion. The motion carried unanimously.**

**V. NEW BUSINESS**

**A. Discuss Reimbursement from Restricted Grant Funds**

Mr. Ron Bailey discussed the latest request for reimbursement from restricted grant funds to operating funds. He stated the reimbursement covers the purchase of the Elaine Ann Luke Young property in the amount of \$78,883.25 and the purchase of the Chez Hope property on Northwest Boulevard in the amount of \$118,778.83, for a combined total of \$197,662.08. Mr. Bailey requested that the Board approve the Reimbursement from Restricted Grant Funds.

**Ms. Didi Battle made the motion to approve the Reimbursement from Restricted Grant Funds with Mr. Allen Randle, Sr. seconding the motion. The motion carried unanimously.**

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**B. Discuss Restorix Wound Care Contract**

Ms. Stephanie Guidry discussed the Restorix Wound Care Contract. She presented a chart showing the estimated annual contribution margin. She explained the Hospital reviewed the activity of the Wound Care Program back to FY 2017. She stated the contribution margins of the program have been steadily declining; primary due to claim denials and for lack of “Medical Necessity”. Ms. Guidry also reported at the current level of claim denials, the Hospital forecasted an annual contribution margin of \$11,440. Because of the low margin and increased administrative burden of processing claim denials, Ms. Guidry recommended that the current wound care contract not be renewed. This report is for information only and to make the Board aware of the status of the contract.

**FINANCE COMMITTEE REPORT**

**A. Finance – February 2019**

**B. Ratification of minutes and all actions taken at the Finance Committee Meeting – March 28, 2019**

**Ms. Didi Battle moved to approve the Finance reports and ratifications of minutes and all actions taken at the Finance Meeting held on March 28, 2019 with Mr. Allan Randle, Sr. seconding the motion. The motion carried unanimously.**

**VI. QUALITY COMMITTEE REPORT**

**A. Ratification of minutes and all actions taken at the Quality Committee Meeting – Table for next month meeting**

**B. Organizational Quality Data – Lori Leonard – Table for next month meeting**

**VII. MANAGEMENT REPORT**

**A. Administration Report – Ms. Stephanie Guidry, CEO**

Ms. Guidry reported on the following:

- Continuing to work on the Millage Election; voting is March 30<sup>th</sup>
- Information of the Millage Campaign election can be found on the Hospital’s Facebook page; we have sent mail outs, posted on bill boards, did radio spots and speaking engagements. She stated she anticipates a good outcome.
- The Hospital is participating in an “Disaster Drill” coordinated in Houma, La. on April 16, 2019; looking for volunteers/patients

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

Ms. Skillings reported on the following:

- Nursing staff scheduling is stable; staffing is always a priority everyday
- Nursing meetings scheduled to discuss ‘shared governance/training of transition of care; the nursing staff very engaged, a lot of positive feedback

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- Preparing for Joint Commission – to make sure clinical arenas are ready
- Scheduled training for the nursing call manager (a Studer product)
- March has been steady, far as the census. The clinics have been busy
- Met with an LPN Director from South Louisiana Community College; discussion was on a contract with the Hospital on having student LPN's do their clinical at Franklin Foundation Hospital and maybe in the clinic's.

Ms. Stephanie Guidry stated this is very important to give back to the community, and provide education. Ms. Guidry reported she commended and "Thanked" Ms. Michelle Skillings for an outstanding job with nursing, since she's been at Franklin Foundation Hospital. She has brought up to the professionalism and the engagement of nursing, considerably.

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

Ms. Collette Vaccarella began the presentation of the clinic report for February 2019 beginning with clinic accounts receivable. She then discussed clinic visit activity for the month of February 2019 as compared to February 2018. She noted that February 2019 clinic visits were up over the prior year's 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  
NO REPORT**

**VIII. EXECUTIVE SESSION**

**Ms. Didi Battle made a motion to go into executive session at 6:25 pm with Mr. Clegg Caffery, Jr. seconding. The motion carried unanimously.**

- A. Strategic Planning**
- B. Compliance Report**

**With no further business to discuss in Executive Session, a motion was made by Ms. Didi Battle and seconded by Mr. Robert Judice, Jr. to exit Executive Session at 6:53 p.m. The motion carried unanimously.**

**IX. ACTION(S) TAKEN**

- A. Compliance Report**

**Dr. Roland Degeyer made a motion to approve the Compliance Report with Mr. Clegg Caffery, Jr. seconding the motion. The motion carried unanimously.**

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**XI. ADJOURN**

**With no further business to discuss, Ms. Didi Battle moved with Mr. Clegg Caffery, Jr. seconding the motion to adjourn at 6:55 p.m. The motion carried unanimously.**

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Eugene Foulcard - Chairman

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Stephanie A. Guidry, CEO