

**BOARD OF COMMISSIONERS
MEETING MINUTES
JULY 25, 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., July 25, 2019.

MEMBERS PRESENT

Eugene Foulcard, Chairman
Clegg Caffery, Jr.
Robert Judice, Jr.
Robert Allain, II
Dr. Roland Degeyter

ALSO PRESENT

Stephanie Guidry, CEO
Ron Bailey, CFO
Lanzi Meyers, Legal Counsel
Russell Cremaldi, Legal Counsel
Jody Pigg, QHR VP, Finance Practice
Michelle Skillings, CNO
Dr. Sharad Gunda, Chief of Staff
Tina Petry, HIM Director/Compliance Officer
Collette Vaccarella, Director of Business
Office & Co-Director of Physician Services
Meagan Bourque, Human Resources Director
Sharon Procell, Executive Assistant

MEMBERS ABSENT

Didi Battle
Allen Randle, Sr.

I. CALL TO ORDER

With a quorum present, the meeting was called to order by the Chairman, Mr. Eugene Foulcard at 6:00 p.m.

II. PUBLIC COMMENT

NONE

III. OLD BUSINESS

A. Approval of Minutes – June 25, 2019

Mr. Robert Judice, Jr. moved to approve the minutes of the Board of Commissioners meeting held June 25, 2019 with Mr. Robert Allain, II seconding the motion. The motion carried unanimously.

IV. MEDICAL STAFF REPORT

A. Credentials & Medical Executive Reports – July 2019

Dr. Sharad Gunda reported on the following:

1. Policy and Procedures approved by MEC and needs Board approval:
 - a. Sedation for Bedside Procedures
 - b. Critical Values
 - c. Outbreak Investigations
 - d. Hospital Transfer and Transfer-Physician Assessment
 - e. Scheduling, Surgical Services
 - f. Infection Control / Patient Safety Committee

**BOARD OF COMMISSIONERS
MEETING MINUTES
JULY 25, 2019**

- g. Surveillance
- h. Information Systems
- i. Human Resources
- j. Physical Therapy

Mr. Clegg Caffery, Jr. moved to approve the Policy and Procedures for Sedation for Bedside Procedures, Critical Values, Outbreak Investigations, Hospital Transfer and Transfer-Physician Assessment, Scheduling-Surgical Services, Infection Control/Patient Safety Committee, Surveillance, Information Systems, Human Resources and Physical Therapy with Dr. Roland Degeyter seconding the motion. The motion carried unanimously.

2. Dr. Gunda included the recommendations of the Medical Executive Committee to the Governing Board related to Credentialing and Privileging as follows:
 - a. Reappointments
 - i. Craig Gauthier, MD – Courtesy – OB/GYN Medicine
 - ii. Magan Kovac, FNP – Advance Practice Professional
 - b. Resignations
 - i. Victoria Ron, MD – Consulting – Emergency Medicine
 - c. MEC accepted Ochsner Telemedicine credentials to appoint
 - i. Himanshu Chokhawala, MD – Consulting - Neurology
 - d. MEC accepted Ochsner Telemedicine request to remove
 - i. Nicole Washington, MD – Consulting - Psychiatry
 - e. MEC accepted Virtual Radiology credentials to reappoint
 - i. Thomas Vreelan, MD – Consulting- VRad
 - ii. Dean Batten, MD – Consulting – VRad
 - iii. Michael Cooney, MD – Consulting - VRad
 - f. MEC accepted Virtual Radiology credentials to remove
 - i. Ashlesha Sharma, MD – Consulting – VRad

Mr. Robert Judice, Jr. moved to approve the reappointments of Dr. Craig Gauthier – Courtesy – OB/GYN, Magan Kovac, FNP – Advance Practice Professional and accepted the Ochsner Telemedicine and VRad recommendations with Mr. Clegg Caffery, Jr. seconding the motion. The motion carried unanimously.

Next was a discussion about moving items, where appropriate, to Executive Session and who can be present during the discussion of such items. After discussion, a motion was made by Mr. Clegg Caffery, Jr. that, for business conducted in Executive Session at this meeting, the Board may include, as needed and at the appropriate point, Ms. Stephanie Guidry – Chief Executive Officer, Mr. Ron Bailey – Chief Financial Officer, Dr. Sharad Gunda – Chief of Staff, Ms. Meagan Bourque – Director of Human Resources, Ms. Tina Petry – Compliance Officer, Ms. Collette Vaccarella – Director of Business Office/Co-Director of Physician Services, Dr. Kristi Prejeant, and Ms. Lori Leonard with Dr. Roland Degeyter seconding the motion. The motion carried unanimously.

**BOARD OF COMMISSIONERS
MEETING MINUTES
JULY 25, 2019**

V. EXECUTIVE SESSION

A motion was made by Mr. Clegg Caffery, Jr. to move into Executive Session at 6:12 pm with Dr. Roland Degeyter seconding the motion. The motion carried unanimously.

A. Strategic Planning

With no further business to discuss in Executive Session, a motion was made by Mr. Clegg Caffery, Jr. and seconded by Mr. Robert Judice, Jr. to exit Executive Session at 9:05 pm. The motion carried unanimously.

VI. ACTION(S) TAKEN

Mr. Robert Allain, II made a motion to amend the agenda to delete item V. New Business, A through D with Mr. Robert Judice, Jr. seconding the motion. The motion carried unanimously.

VII. FINANCE COMMITTEE REPORT

A. Approval of Minutes – June 25, 2019

Mr. Robert Allain, II moved to approve the minutes of the Finance Committee meeting held on June 25, 2019 with Mr. Clegg Caffery, Jr. seconding the motion. The motion carried unanimously.

B. Finance – June 2019

Mr. Ron Bailey presented the Financial Report for June 2019, the end of the third quarter of Fiscal Year 2019. He began with a discussion of the operating indicators and financial class percentages. Mr. Bailey then discussed the Statement of Revenues and Expenses where he noted that the Hospital recorded revenues in excess of expense of \$126,213 for the month compared to budgeted revenues in excess of expenses of \$124,147.

Mr. Bailey stated the gross patient revenue for June was over budget for the month. He also noted other revenue in operating increased by \$224,958 compared to budget. The increase is due to recording an additional \$225,000 of rural UPL (formerly “DSH”) as the Hospital received funds in excess of the FY 2019 budget.

Mr. Bailey reported non-operating income was under budget for the month due to reduction in the accrual for the Full Medicaid Capacity Grant funding compared to the FY 2019 budget amount. Mr. Bailey noted that this situation was first discussed when the May 2019 financials were presented at the meeting on June 25, 2019. He explained that up to the time the IGT request was received on June 17, 2019, the Hospital accrued the monthly budgeted amount of grant funds. When the IGT request was received, the IGT amount was \$1,232,228 which, based on the Medicaid match percentage, would result in a gross grant amount to the Hospital of \$3.0 million instead of the \$6.0 million budgeted. After recovery of the IGT, and accounting for fees and an estimated amount due to Teche Action Board, the Hospital would receive approximately \$1.31 million net for FY 2019

**BOARD OF COMMISSIONERS
MEETING MINUTES
JULY 25, 2019**

compared to the budgeted amount of \$2.16 million net. As a result, beginning in June 2019 the Hospital will not accrue any additional grant funds through the end of FY 2019 and will, over the remainder FY 2019, record an entry each month that will reduce the total FYTD accrual to the actual grant amount.

Mr. Bailey reported operating cash at the end of June decreased from the prior month. He stated that June's operating cash activity included an IGT of (\$437,262) for the physician UPL program and a (\$60,000) IGT under the LINCCA arrangement.

Mr. Bailey stated days' cash on hand in June were 133.8 days (QHR trending 3-month average) compared to 144.8 days of cash at the end of May.

Mr. Robert Allain, II moved to approve the Finance report of June 2019 with Mr. Clegg Caffery, 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 – July 19, 2019 – Dr. Roland Degeyter

Mr. Robert Judice, Jr. moved to approve the Quality Report and all actions taken at the meeting held on July 19, 2019 with Mr. Clegg Caffery, Jr. seconding the motion. The motion carried unanimously.

**B. Organizational Quality Data – Michelle Skillings, CNO
Deferred until next scheduled meeting.**

IX. MANAGEMENT REPORT

A. Administration Report – Ms. Stephanie Guidry, CEO

Ms. Stephanie Guidry reported on Hurricane Barry, Ms. Guidry stated she had never been more proud of our hospital staff, and she was grateful for all the leaders and first responders of the community that kept the hospital informed step by step.

Ms. Guidry stated that she attended the LHA Mid-Summer conference noting that one of the presentations discussed the national landscape for rural hospitals. It was noted how different states are losing more and more of their rural hospitals due to lack of funding. She reported that Louisiana has not lost any rural hospitals due primarily to safeguards put in place some time ago. One such safeguard is the Rural Hospital Preservation Act which seeks to support and preserve the state's rural hospitals.

**BOARD OF COMMISSIONERS
MEETING MINUTES
JULY 25, 2019**

B. Nursing Report – Ms. Michelle Skillings, CNO

Ms. Skillings reported on the following:

- It was a busy month; the Census has been up
- Continue to work on preparation for Joint Commission Survey.
- Main focus is infection control measures and cleanliness of the Hospital
- Overall staffing is stable. Working on staffing for the surgery area.
- However, Ms. Jeanette Dempsey, who had previously agreed to accept the Surgery Manager position, rescinded the acceptance as she could not work out the logistics of the move. The Hospital is moving on to other candidates.
- Currently, in the process on a working agreement with a social worker.
- The Complaint Grievance log was shared with Board Quality.
- Providing a great deal of education on the handling of patients with C-diff

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

Ms. Collette Vaccarella began the presentation of the clinic report for the month starting with clinic accounts receivable. She discussed an increase in clinic accounts receivable and noted that cash collections were improving. She then discussed clinic visit activity for the month of June 2019 as compared to June 2018. She noted that June 2019 clinic visits were up over the prior year 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. Jody Pigg, QHR VP

Mr. Jody Pigg reported one point he has been making to all the Hospitals he visits is that about a month ago President Trump signed an executive order that would affect all hospitals once regulations are written to support the order. He explained that the regulations will require hospitals to provide patients with an estimate of what insurers will actually pay and the patient's out-of-pocket costs prior to receiving services. The goal is for the patient to know clearly their out-of-pocket expenses. The reasoning is that if the patient knows exactly what it is going to cost them, they could make more prudent choices of where they went to get their care. The rule requiring disclosure has not yet been approved but is in discussion.

XI. ADJOURN

With no further business to discuss, Mr. Robert Judice, Jr. moved with Mr. Clegg Caffery, Jr. seconding the motion to adjourn at 9:35 p.m. The motion carried unanimously.

Eugene Foulcard - Chairman

Stephanie A. Guidry, CEO