

Jackson Parish Hospital  
Governing Board Minutes  
March 31, 2021

The Governing Board of Directors of the Jackson Parish Hospital Service District No. 1 met on Wednesday, March 31, 2021, at noon, at the Dr. Charles H. Garrett Community Center, 182 Industrial Drive, Jonesboro, Louisiana. Board Members present were: Dr. Rebecca Crouch, Shontae Mims, Angela Curtis and Chris Bowman. Hospital Staff present were: John Morgan, Dr. Jason Thomas, Bill Stansbury, Dr. Paula Parkerson, Sunni Bougues, Amber Brazzel, Shelley Malsam, and Mauri McBride. Gayla Russo with Langlinais, Broussard, and Kohlenberg was also present.

Crouch called the meeting to order at 12:05 p.m., and Morgan gave the Invocation. There were 4 of the 5 members by Act 171; therefore, there was a quorum present.

Crouch entertained a motion to amend the agenda, noting line item #10.2 should read review and consider amending the previously adopted budget for fiscal year ending September 30, 2021. There was a motion by Bowman and second by Mims to amend the agenda to reflect the correct verbiage which is to review and consider amending the previously adopted budget for fiscal year ending September 30, 2021. All members present were in favor and the motion carried.

Following a motion by Bowman and a second, by Curtis, the minutes from February 27, 2021, meeting were approved as presented. All members present were in favor, and the motion carried.

There were no public comments.

Gayla Russo, CPA, for Langlinais, Broussard, and Kohlenberg presented the Audit Report for FYE 2020 to the Board of Directors, while noting they issued a clean unqualified opinion, which is the best you can have. She reported to the Board the Statement of Net Position and Liabilities, while noting that cash to cash equivalents are \$13,755,373 with prior year being \$8,612,159. Russo then reported the Accounts Receivables were \$1,438,616 with prior year being \$1,382,787, due from third party payors went from \$2,859,239 in 2019 to \$2,916,057 in 2020. She then noted that most of this is due to the current cost reports. She then reported the facilities total assets, which are \$23,265,445, noting that in prior year the total assets were \$17,907,282. Russo reviewed with the Board the Statement of Revenues, Expenses, and Changes in Net Position. She then reviewed the schedule of findings with the Board of Directors, there were three findings, while noting that these finds are consistent findings that are seen at most small Critical Access Hospitals. There was a motion by Bowman and second by Curtis to approve the Audit Report for FYE 2020 as presented. All members presented were in favor, and the motion carried.

Russo exited the meeting.

Dr. Paula Parkerson, Chief of Staff, presented the appointment and reappointment recommendations for the month of March to the Board of Directors. There was a motion by Bowman and second by Curtis to approve the Chief of Staff Report as presented. All members present were in favor and the motion carried.

During the Chief Executive Officer's Report, Morgan informed the Board of the 200-hall Re-Licensure State Survey, noting that the survey was conducted on March 24<sup>th</sup> noting there were zero deficiencies. He then presented the Policy and Procedure Manuals for annual approval. There

was a motion by Bowman and second by Curtis to approve the Departmental Policy and Procedure Manuals as presented. All members present were in favor, and the motion carried. Morgan then presented an amendment to the Concord Medical Group contract noting an increase in compensation. Bowman raised question as to the fee for the Medical Director listed in the Concord Medical Group contract. Morgan clarified that this is not a new fee and that it was previously listed in the contract. There was a motion by Bowman and second by Curtis to approve the increase in compensation for Concord Medical Group. All members present were in favor, and the motion carried.

Dr. Thomas began by providing the Board with a copy of a proposal from Simpson Security Systems, Inc. noting that this quote is for a Nurse Call System in our Emergency Department that will actually join the Emergency Department, 100-hall and 200-hall Nurse Call Systems together which would be tremendously beneficial for quicker response times to codes, etc. There was a motion by Bowman and second by Curtis to approve the proposal for the Emergency Department Nurse Call System as presented. All members present were in favor, and the motion carried. Dr. Thomas then informed the Board that CSG and HHS are on-site and have 20-minutes to present a presentation on their Culinary Services to the Board. He then informed the Board that HHS has plans to keep our Dietician, but HHS was under the understanding that Jackson Parish Hospital dietician remain on Jackson Parish Hospital payroll. Dr. Thomas then provided the Board with a packet of information and the contract proposal for HHS as well as CSG. Bowman raised question as to the comparison sheet that was provided by Dr. Thomas regarding the cost of culinary services by HHS as well CSG. There was much discussion on this topic.

Culinary Services Group representative, Scott Alme and Rich Valway, owner and founder, entered the meeting. Alme and Valway began by providing the Board with a presentation on CSG's Food Management Services which included their vision, mission, culture, and value. Valway noted that CSG's mission is "To improve the quality of life for those they serve". Valway touched on the importance of patient engagement and noted, "food is medicine". Dr. Crouch raised question as to the patient management program. There was a discussion regarding their staffing model. There was a discussion on this topic. Bowman raised question as to the chain of command should a contract be awarded, and an issue arise. There was a discussion on this topic. There was a discussion regarding the disbursement of patient food trays.

Scott Alme and Rich Valway exited the meeting.

Representatives with HHS, Sean O'Neill, Jake McCuiston, and Stavey Allen entered the meeting and introduced themselves. O'Neill began by providing the Board with a presentation of HHS's Culinary Services. He then touched on HHS's staffing, organizational structure, team member development programs, HHS's technology, and quality assurance programs. Bowman raised question as to the chain of command should a contract be awarded, and an issue arise. There was a discussion on this topic.

Sean O'Neill, Jake McCuiston, and Stavey Allen with HHS exited the meeting.

There was much discussion regarding the Food Management Services proposals and presentations. There was a motion by Mims and second by Curtis to award the Food Management Services contract to Culinary Services Group, CSG. All members present were in favor, and the motion carried.

Brazzel presented the ED Patient Arrival to First Documentation to Physician report. She then presented the Board with the Monthly Statistics for the Rural Health Clinics and the 2020-2021 Telemedicine Visits. There was much discussion regarding the statistics for the Chatham Medical Clinic as well as the losses in Rural Health Clinic's and Cost Reports.

Malsam then presented the Board with the Hospital Statistics. Crouch raised a concern regarding Length of Stays and Case Management noting that Case Management should have better communication to the Physicians on the approved days by insurance carriers. There was a discussion on this topic.

Stansbury began by requesting ratification to payables for February 24, 2021, March 4, 2021, March 11, 2021, and March 24, 2021, while noting that he has also provided the ACH debits as well as the special checks. Bowman raised question as to the payment to Tudor. There was a discussion on this topic. Crouch raised a question as to the remaining time that we must retain CPSI. There was a discussion on this topic. There was a motion by Bowman and second by Curtis to approve the ratification of payables. All members present were in favor, and the motion carried. Stansbury then reviewed with the Board the proposed amended budget for FYE September 30, 2021. There was a motion by Bowman and second by Mims to approve the amended budget for FYE September 30, 2021, as presented. All members present were in favor, and the motion carried. Bowman raised question as to the additional funds available for the Rural Health Clinics. There was a discussion on this topic. Stansbury presented the Board with a packet of Financials, which included a budget to actual comparison. He then informed the Board of a Medicaid Cost Report Settlement that was received by United Health Care in the amount of \$474,551.50 for fiscal year 2015-2019.

At 2:15 p.m., there was a motion by Bowman and second by Curtis to recess.

At 2:20 p.m., Crouch ended the recess and called the meeting to order.

Crouch opened the floor for the 2021 Election of Officers. Mims nominated Chris Bowman for the 2021 Governing Board Chairman. With Mims voting in favor of Curtis' nomination. With no other nominations, Chris Bowman was elected Chairman of the Governing Board for 2021. Mims then nominated Dr. Rebecca Crouch for Vice Chairman. With Bowman voting in favor of Mims; nomination. With no other nominations, Crouch was elected Vice Chairman of the Governing Board for 2021.

The next regular meeting will be held Wednesday, April 28, 2021 in the hospital board room.

Upon motion by Bowman and second by Curtis the meeting was unanimously adjourned at 2:29 p.m.

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John Morgan, MBA, RN  
Chief Executive Officer  
Secretary, Treasurer

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Chris Bowman  
Governing Board, Chairman