

LANE REGIONAL MEDICAL CENTER
BOARD OF COMMISSIONERS MEETING MINUTES

January 29, 2024

The Board of Commissioners of Lane Regional Medical Center (Lane) met on Monday, January 29, 2024, at 6:07 p.m. in the Lane Plaza 3rd floor conference room, located at 6550 Main Street, Zachary, Louisiana.

BOARD MEMBERS PRESENT: Thomas Scott, Debby Brian, Nakeisha Cleveland, Darnell Waites, Dr. Reagan Elkins, Donna Kline, Ben Cavin.

BOARD MEMBERS ABSENT: Myiesha Beard and David Bowman.

OTHERS PRESENT: Dr. Samantha Bland-Naquin, David Beck, Allyson Bennett, Michael Devall, Dawn Fuller, Julie McLin, Larry Meese, Theresa Payment, Staci Sullivan, Todd Walters, Mandi Foretich, Valerie Hayes, Lisette Hudson, Jacob Simpson, Craig Sims, Lakysia Williams, and Melissa Landry.

CALL TO ORDER: The meeting was called to order at 6:07 p.m. by Thomas Scott.

INVOCATION: The invocation was led by Darnell Waites.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was led by Nakeisha Cleveland.

MEETING AGENDA APPROVAL: On a motion by Nakeisha Cleveland, second by Darnell Waites, the meeting agenda was unanimously approved.

PUBLIC COMMENTS: None.

CONSENT AGENDA: On a motion by Nakeisha Cleveland, second by Donna Kline, the Board unanimously approved the consent agenda documents as listed below.

Customer Service Report – January 2024.

Quality / Performance Improvement Report – January 2024.

Growth Report – January 2024.

12-04-2023 Board of Commissioners Meeting Minutes with the revision of Ben Cavin added to the attendance list of board members present.

01-08-2024 Medical Staff Meeting Minutes.

01-22-2024 Medical Executive Committee Meeting Minutes.

COMMITTEE REPORTS:

Joint Conference Committee: On a motion by Darnell Waites, second by Nakeisha Cleveland, the Board unanimously approved the meeting minutes of the December 4, 2023, Joint Conference Committee meeting.

Finance Committee: On a motion by Reagan Elkins, second by Ben Cavin, the Board unanimously approved the meeting minutes of the December 4, 2023, Finance Committee meeting.

On a motion by Debby Brian, second by Donna Kline, the Board unanimously approved the financial statements for month end December 31, 2023.

On a motion by Ben Cavin, second by Debby Brian, the Board unanimously approved the capital expenditure request for the MRI unit upgrade not to exceed \$337,641.24.

REPORTS TO THE BOARD:

Board Chair's Report – Thomas Scott: Welcome to Dr. Samantha Bland-Naquin, Chief of Staff and Representative to the Board of Commissioners.

Chief Executive Officer's Report – Larry Meese:

- Biannual Lab unannounced survey with The Joint Commission 17-19 January.
 - Lab did extremely well, though we don't have an official report.
 - Respiratory Services and the Dermatology Clinic were newly surveyed this year, both with only minor findings.
 - The surveyor commented that the instrumentation and capabilities of our microbiology lab are excellent and that most hospitals do not have this capability.
 - The surveyor thanked the lab that we participate in voluntary bioterrorism proficiency testing in coordination with the State OPH lab and College of American Pathologists.
- Medical Staff Bylaws revisions continue with anticipated approval at the March meeting.
- Epic update.
 - Superuser training completed.
 - End user training in progress.
 - Anesthesia machines interface hardware connected.
 - Completed technical dress rehearsal.
 - Manual chart abstractions (moving patient data from Meditech to Epic) in progress.
 - 23 credit card readers installed.
 - Computrition software upgrade complete.
- Cisco USC blade server (virtual server environment) complete.
- Backline (secure messaging) implemented with Hospitalists.
- Three bariatric surgeries (new service) in December.
- Two Pediatric Advanced Life Support classes conducted.
- Staff Development and HR improved onboarding process of agency staff.

- Implemented an interface with Lane's internal emergency alert notification system, OnSolve, and UKG (HR database) to enable autoenrollment and daily update of employees and medical staff.
- Submitted suggested edits to LDH on the proposed changes to hospital licensing regulations.
- Held staff holiday breakfast on 15 December.
- Lane's MVP of the Year award celebration is scheduled on 25 January.
- Attended Zachary Chamber Lunch and Learn on artificial intelligence and the future of work on 10 January.
- Attended Baker Chamber board of directors meeting on 11 January.

Q2 FY 2024 Management by Objectives included in the meeting packet.

Chief Nursing Officer's Report – Staci Sullivan:

- Tele-ICU coverage changes are now in effect which will assist with management of patients requiring high flow oxygen modalities and vasopressor administration.
- The ED had a 73% decrease in medication events (2022- 11 events compared to 2023- three events) since implementing medication scanning.
- Lane Rx filled 2091 prescriptions and served 903 new patients and administered 31 vaccines in 2023.
- Pharmacists, Darren LeBlanc and Valarie Hammond, attained CSOS authorizations for electronically ordering controlled pharmaceuticals which decreases cost and improves timeliness or receipt of ordered medications.
- Endoscopy Services finished 2023 with six less cases than 2022 when both Drs Patel and Sajja were in the lab.
- Dawn Fuller, LDRP Unit Director completed Perinatal Bereavement Certification through AWHONN.
- Labor and Delivery received a Caring Cradle (used for fetal demise) approved through a grant from the Foundation and the Hero Club.
- Laura Peel, Director of Cardiovascular Services, completed the Cardiac-Vascular Nursing Certification from the American Nurses Credentialing Center.
- The conversion of LDRP room 205 to a Lactation Room was approved and is underway.
- Nursing Administration worked with ICU, Cath Lab, and Staff Development on in-servicing staff in the transport of patients maintained on a Balloon Pump.
- A "Holiday Happy Hour" education in-service was offered to all clinical day and night shift staff on 19 and 21 December. This education focused on the importance of hourly rounding, the 5 P's, bedside reports, and customer service.
- Recruitment and Retention Council formed with nurses and tech representation from nursing areas.

Med-Surg / Tele leadership driving mitigation project with UKG to improve self-scheduling system performance post go-live.

Medical Staff Report – Samantha Bland-Naquin: Save the date May 10 for the annual physician appreciation event at the Baton Rouge Zoo. More details to come.

Quarterly Report – Customer Service, Dawn Fuller: Q1 FY2024 HCAHPS data for inpatient unit scores was presented for Telemetry, Med Surg, ICU/IMC, LDRP and LRC.

CHC Report – Craig Sims: The January 2024 CHC Board Report and a presentation on The Impact of Peak 65 are included in the meeting packet for review. Strategic Planning Market Data Analysis presented by Valerie Hayes and Lisette Hudson.

Legal Report – Jacob Simpson: Update will be given in executive session.

Expansion Update – David Beck.

- Items Completed in the last month:
 - Construction submittals were reviewed by the design team to maintain schedule and minimize any delay in delivery.
 - Exterior metal stud and sheathing work is nearing completion.
 - Roofing is complete on the tower. Roof edges will be completed in coming weeks.
 - Interior framing began on floor 4 and floors 3 and 4 are approximately 50% complete.
 - Fireproofing is complete on floors 3 and 4.
 - Mechanical, plumbing, and electrical overhead rough-in began on floor 4.
 - Off-site sanitary sewer work is complete.
- Items Upcoming this month:
 - Exterior metal studs and sheathing work will continue.
 - Interior framing will continue with topping out of priority walls for mechanical, electrical, and plumbing rough-in.
 - Mechanical, plumbing, and electrical overhead hanger rough-in will continue from floor 4 to 2.
 - Fireproofing to continue on floors 1 and 2.
 - Site paving preparation will begin in the west parking area.
- Other items:
 - New tower construction completion is estimated in fall of 2024 and the additional renovation construction completion is estimated in fall of 2025.

BOARD EDUCATION – ANNUAL BUDGET AND STRATEGIC PLANNING: Michael Devall presented the FY 2025 budget and business plan timeline.

DEPARTMENTAL EDUCATION – FOOD AND NUTRITIONAL SERVICES: Melissa Landry presented the Food and Nutritional Services Department responsibilities, accomplishments, areas of focus, and upcoming goals and objectives. Information on the MVP program and the employee satisfaction program was also presented.

EXECUTIVE SESSION FOR STRATEGIC PLANNING AND PERSONNEL: On a motion by Nakeisha Cleveland, second by Donna Kline, the Committee unanimously agreed to enter into executive session for the purpose of personnel and strategic planning.

REGULAR SESSION: On a motion by Ben Cavin, second by Nakeisha Cleveland, the Committee unanimously agreed to enter into regular session.

MEDICAL STAFF CREDENTIALING: On a motion by Debby Brian, second by Reagan Elkins, the Board unanimously approved the initial application of Matthew Smetko, D. O., Radiologist with Virtual Radiologic Professionals, LLC.

On a motion by Donna Kline, second by Ben Cavin, the Board unanimously approved an amendment to the agenda for the revised 11-27-2023 Medical Executive Committee Meeting Minutes and the revised credentialing recommendation of the December 4, 2023, Board meeting.

On a motion by Debby Brian, second by Reagan Elkins, the Board unanimously approved the revised 11-27-2023 Medical Executive Committee Meeting Minutes as presented.

On a motion by Debby Brian, second by Reagan Elkins, the Board unanimously approved the Medical Executive Committee's credentialing recommendation for Dr. Joseph Chirayil's application. Dr. Joseph Chirayil's initial application for medical staff membership and clinical privileges at Lane is not denied, but rather is incomplete as described in Lane's Medical Staff Bylaws Article 8.2.G. Dr. Joseph Chirayil's initial application shall not be processed due to a misstatement or omission as described in Lane's Medical Staff Bylaws Article 8.2.H.

ADJOURNMENT: There being no further business, on a motion by Reagan Elkins, second by Nakeisha Cleveland, the Committee unanimously agreed to adjourn.