

LANE REGIONAL MEDICAL CENTER  
BOARD OF COMMISSIONERS MEETING MINUTES

April 4, 2022

The Board of Commissioners of Lane Regional Medical Center (“Lane”) met Monday, April 4, 2022 at 6:00 P.M. in Lane Medical Plaza, 3<sup>rd</sup> floor conference room, 6550 Main Street, Zachary, LA.

BOARD MEMBERS PRESENT: Jordan Charlet, Nakeisha Cleveland, Reagan Elkins, Darnell Waites, Thomas Scott, David Bowman, and Debby Brian.

BOARD MEMBERS ABSENT: Gaynell Young and Donna Kline.

OTHERS PRESENT: Dr. Charles Thompson, Jacquita Amacker, David Beck, Michael Devall, Andrew Durdin, Allyson Bennett, Larry Meese, Theresa Payment, Staci Sullivan, Todd Walters, Robert Atkinson, Joe Watson, Alex Peacock, Jacob Simpson, and Mandi Foretich.

CALL TO ORDER: The meeting was called to order by Jordan Charlet.

INVOCATION: The invocation was given by Darnell Waites.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was led by Jordan Charlet.

MEETING AGENDA APPROVAL: On a motion by Debby Brian, second by David Bowman, the Board unanimously approved the meeting agenda.

PUBLIC COMMENTS: None.

CONSENT AGENDA APPROVAL: On a motion by David Bowman, second by Reagan Elkins, the Board unanimously approved the consent agenda which includes:

- Customer Service Report – March 2022
- Growth Report – March 2022
- Quality / Performance Improvement Report – March 2022
- 03-07-2022 Board of Commissioners Meeting Minutes
- 03-14-2022 Medical Staff Meeting Minutes
- 03-29-2022 Medical Executive Committee Meeting Minutes

COMMITTEE REPORTS:

Joint Conference Committee: On a motion by Reagan Elkins, second by Debby Brian, the Board unanimously approved the March 7, 2022 Joint Conference Committee meeting minutes.

Finance Committee: On a motion by Thomas Scott, second by Darnell Waites, the Board unanimously approved the March 31, 2022 Finance Committee meeting minutes.

On a motion by Thomas Scott, second by Darnell Waites, the Board unanimously approved the February 2022 financial statements.

On a motion by Nakeisha Cleveland, second by Thomas Scott, the Board unanimously approved the physician employment agreement for Chana Heintz, M.D., Pediatrician.

#### REPORTS TO THE BOARD:

Vice Chair's Report – Jordan Charlet: The Lodge at Lane open house event was successful. Thank you for those who attended. Spring Service Awards will be April 26 at 2:30 PM in the cafeteria. Code Red Chili Cook-off will be May 21 in Downtown Zachary.

#### CEO's Report – Larry Meese:

- Medicaid payment reform continues to work its way through the LDH, and we continue to meet with all hospital service districts regarding the same.
- FMOL states they are close to providing a proposal attaining our cost expectations for EPIC.
- Waiting for state USDA to send request for additional funds to federal USDA.
- Initiated discussions with CIS about new agreement.
- Exploring potential to provide bariatric surgery to underserved market.
- Lane Nursing Home completed transition to the Lodge at Lane.
- Completed departmental strategic reviews as part of the process to construct FY23 Business Plan and Budget.
- Allyson Bennett BSN, RN named Quality Director effective March 26, 2022.
- HR completed the streamlining and updating of new hire packet and the department leader reference book.
- Dermatology furniture and lighting upgrades complete.
- Implementing Evercheck™ primary source verification software that allows licensure /registry status to be reviewed on a daily basis. All changes in licensure & credentialing are reported immediately. Evercheck Wallet is provided for employees to track expirations.
- Installed Restraint Status Board in hospitalist office as additional method to improve restraint compliance.
- Pediatric immunizations interface to LINKS in order to avoid duplicate data entry and mistakes.

- Board of Ethics (BOE) annual requirements – Form 417 Tier 2.1 Personal Financial Disclosure Statement due by May 15.
  - Link to the form: <https://lanermc.boardeffect.com/downloads/vfile/10734799>
  - Link to the BOE submission page: <https://eap.ethics.la.gov/FileUpload/>

CNO's Report – Staci Sullivan:

- State supplemental staffing agreement task order #8 was renewed through April 30 with a significant decrease in requested needs for ICU, ER and Med-surg Telemetry.
- Recent new hire activity in the following departments:
  - ICU RNs- 2 full-time & 4 prn
  - Med-surg/ Telemetry RNs- 4 full-time RNs, 1 full-time LPN, 1 PRN, 1 new Conexus International RN, 1 nurse teach conversion to full-time RN
  - ED RNs- 3 full-time RNS, 2 nurse techs graduating in December
  - RT- 1 full-time RT
- Unit directors will attend recruiting events at Southeastern and Southern University in March and April.
- Delta College (LPN program) clinical rotations will start April 2022.
- Fortis college (LPN program) requesting Lane as a clinical site.
- Louisiana Spirit funded through FEMA, administrated by the Louisiana State Department of Health and Hospitals is a program to promote resilience and disaster recovery in the state through free stress management and crisis counseling. The following classes are available for our staff.
  - Tuesday, March 22 at 1pm – Stress Management/Self Care
  - Wednesday, March 23 at 1pm – Burnout
  - Thursday, March 24 at 1pm – Resiliency Building
- 64% (14/22) LDRP nurses have completed cross training to OR circulator role. Anticipated completion by June 30, 2022.
- LDRP achieved Birth Ready Re-designation from Louisiana Perinatal Quality Collaborative for 2022.
- Work Place violence prevention initiatives in progress:
  - Installation of delayed egress to assist with prevention patient elopement started but awaiting parts
  - Triage room staff egress door complete
  - MOAB training for ED staff resumed with 7/28 completed to date. Zephie Douglas, Facility Safety Coordinator is scheduling classes weekly.

Medical Staff Report – Dr. Charles Thompson:

- National Doctors' Day celebrated March 30.
- Physician Appreciation Event on April 8.

Quarterly Report – Customer Service (information item):

- Currently an improvement in all focus areas compared to FY 2021.
- Efforts continue with the Inpatient teams to monitor surveys, and contacting patients for follow up.
- Staff members are informed on findings and recognized for positive comments.
- Opportunities for improvement discussed individually with staff involved.
- Initiatives implemented FY 2022:
  - Hourly rounding
  - Toileting needs, top priority
  - Monitor backline in-house communication system
  - New process developed for cleaning of rooms at discharge
  - Staff engagement for keeping clean workspaces
  - Pharmacist rounding on inpatients and observation patients

CHC Report: None.

Legal Report – Robert Atkinson: None.

Renovation Project Report – David Beck:

- Design team will continue with the construction document phase scheduled to be completed in April 2022.
- USDA approval of the additional funding is anticipated.
- Groundbreaking and construction is estimated to begin this summer with consideration of several possible variables in financing and agency approval timelines.
- New tower completion is estimated in spring 2024.
- Additional renovations are estimated to be complete in spring 2025.
- Construction manager should have the guaranteed maximum price finalized and ready to be presented at the May 23 board meeting for approval.
- Mock-ups of typical rooms will be provided during construction for location verification of power, data, medical gas outlets, and other wall mounted devices.

BOARD EDUCATION – EMERGENCY MANAGEMENT AND LIFE SAFETY PLAN:

Joseph Watson, Director of Plan Operations, presented the Emergency Preparedness Program and the Emergency Operations Plan. On a motion by Nakeisha Cleveland, second by Darnell Waites, the Board unanimously approved the Emergency Operations Plan.

DEPARTMENT EDUCATION – PHARMACY: Alex Peacock, Director of Pharmacy, discussed the roles and responsibilities, accomplishments, and areas of focus for the pharmacy.

EXECUTIVE SESSION – PERSONNEL AND STRATEGIC PLANNING: On a motion by Nakeisha Cleveland, second by Darnell Waites, the Board unanimously agreed to enter into executive session for personnel and strategic planning.

REGULAR SESSION: On a motion by Nakeisha Cleveland, second by David Bowman, the Board unanimously agreed to enter into regular session.

MEDICAL STAFF CREDENTIALING: On a motion by Darnell Waites, second by Reagan Elkins, the Board unanimously approved the credentialing recommendations as follows:

Initial applications:

Allison, Matthew MD / Teleradiology / vRad  
Murai, Naoki MD / Teleradiology / vRad

Requests for additional privileges:

Sanfiel, Frank MD / add Hyperbaric Medicine and Wound Care Management

ADJOURNMENT: There being no further business, on a motion by Nakeisha Cleveland, second by Darnell Waites, the Board unanimously agreed to adjourn.

Submitted by: Larry Meese, Chief Executive Officer  
Approved by: Board of Commissioners 05/23/2022