

LANE REGIONAL MEDICAL CENTER
BOARD OF COMMISSIONERS MEETING MINUTES

April 24, 2023

The Board of Commissioners of Lane Regional Medical Center ("*Lane*") met Monday, April 24, 2023 at 6:00 p.m. in the Lane Medical Plaza, 3rd floor conference room, at 6550 Main Street, Zachary, Louisiana.

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

BOARD MEMBERS ABSENT: Donna Kline and Darnell Waites.

OTHERS PRESENT: David Beck, Allyson Bennett, Michael Devall, Julie McLin, Larry Meese, Theresa Payment, Staci Sullivan, Todd Walters, Patty Williams, Joseph Watson, Lakyshia Williams, Jacob Simpson, Jay Stovall, Catherine Maraist, Mandi Foretich, and Craig Sims.

CALL TO ORDER: The meeting was called to order by Jordan Charlet at 6:00 p.m.

INVOCATION: The invocation was given by Debby Brian.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was led by David Bowman.

MEETING AGENDA APPROVAL: On a motion by Jordan, second by Nakeisha Cleveland, the Board unanimously approved the meeting agenda.

EXECUTIVE SESSION: On a motion by Thomas Scott, second by Jordan Charlet, the Board unanimously agreed to enter into executive session for the purpose of strategic planning and personnel.

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

PUBLIC COMMENTS: None.

CONSENT AGENDA APPROVAL: On a motion by Jordan Charlet, second by Nakeisha Cleveland, the Board unanimously approved the consent agenda as presented:

- Customer Service Report
- Growth Report
- 03-06-2023 Foundtion Corporate Board Meeting Minutes
- 03-06-2023 Board of Commissioners Meeting Minutes
- 03-13-2023 Medical Staff Meeting Minutes
- 04-17-2023 Medical Executive Committee Meeting Minutes

- Medical Staff Policy 2. Medical Records
- Patient Care Contracts 2023

COMMITTEE REPORTS:

Finance Committee: On a motion by Jordan Charlet, second by Reagan Elkins, the Board unanimously approved the March 6, 2023 Finance Committee Meeting Minutes.

Joint Conference Committee: On a motion by David Bowman, second by Reagan Elkins, the Board unanimously approved the March 6, 2023 Joint Conference Committee Meeting Minutes.

Executive Committee: On a motion by Nakeisha Cleveland, second by Thomas Scott, the Board unanimously approved the April 6, 2023 Executive Committee Meeting Minutes.

REPORTS TO THE BOARD:

Board Chair's Report – Gaynell Young:

- Lane Foundation Chili Cookoff reminder.
- Louisiana Board of Ethics Personal Financial Disclosure Statement, Form 417, is required to be filed by May 15.

Chief Executive Officer's Report – Larry Meese:

- July 1 projected opening of second site retail pharmacy, Lane Rx. Focus areas include licensing, hiring staff, IT connectivity, and building repairs (flooring and signage).
- New human resources software handling functions such as payroll, timekeeping, and scheduling is now operational.
- Both new 3D mammography units are installed and the last one should start scanning patients by the end of April.
- Epic implementation proceeding: 28 meetings with Epic and vendors, software add on vendors selected, and VPN connection with FMOL among highlights.
- Spring service awards luncheon scheduled on 27 April in the Plaza 3rd floor conference room. Commissioners are invited to attend.
- Office of Public Health conducted inspection with zero deficiencies.
- Revenue cycle initiated quality checks on patient registration data, followed by internal training and feedback.

- Revenue cycle refund processing delayed in March due to Meditech issues; issues resolved and catch-up process is in effect.
- New BOSS IT Helpdesk ticket system live.
- Email archiving system upgraded.
- Expanse Rx benefits check / electronic prior authorization live for clinics.
- Chuck Spicer, new President of OLOLH, visited Lane campus on 14 March for tour and introductions.
- Networking lunch with Brandon Noel, BR Metro Councilman on 29 March.
- Attended LHA Southeast district meeting on 27 March with focus on legislative changes.

Legal Investigation: Write Offs, Refunds, and Patient Complaints: Breazeale, Sachse, & Wilson, L.L.P. attorneys Catherine Maraist and Jay Stovall were consulted on an unsubstantiated anonymous allegation of Lane Administration disregarding information on write offs, refunds, and patient complaints. As Lane Regional Medical Center's legal counsel, the attorneys will conduct a legal investigation representing the hospital and report back to the Board at the next scheduled meeting.

ACO Annual Compliance Training: Accountable Care Organization participation in the Medicare Shared Savings Program education included in the meeting packet.

Management by Objectives: Q3 FY2023 status for each measurement included in the meeting packet.

Chief Financial Officer's Report – Michael Devall:

Financial Summary for month end February 28, 2023:

- Volume
 - Admissions were greater than budget by 9% and greater than prior year by 15%. Emergency room visits were greater than budget by 5% and greater than prior year by 16%. Surgeries were less than budget by 8% and greater than prior year by 1%. Outpatient visits were greater than budget by 16% and less than prior year by 3%. Case Mix was greater than budget by 3% and less than prior year by 7%.
- Total Patient Net Revenue
 - Net Patient Revenue of \$6.4M was less than budget by 4% and greater than prior year by 1%.
- Medicaid Supplemental Payments

- We recorded income of \$1.7M for the month which was greater than budget by 51%. This increase was due to the approval of additional supplemental Medicaid payments by CMS and the Louisiana Department of Health and additional MCIP funding received.
- Expenses
 - Total Operating Expenses of \$8.0M were greater than budget by 13% and greater by 12% compared to prior year.
 - Labor Expense is 1% greater than budget due to national and regional nursing salaries continually increasing. Contract Labor has decreased from \$400K in November to \$309K in February.
 - Physician Fees of \$438K were 40% over budget but are in line with the 3 month average of \$477K.
 - Other Expenses were over budget by 108% due to Marketing costs being over budget by \$90K.
 - Insurance was over budget by 19% due to increases in insurance premiums that will likely continue due to an adverse insurance environment in the state. Many insurance providers that have traditionally provided policies for Property and Equipment and Cyber policies, are no longer doing so. It is expected that rates will continue to rise.
- Investment Income and Non-Operating Income
 - We recorded a loss for the month of \$317K compared to a budgeted gain of \$190K. Increases or decreases to Investment Income are caused by gains or losses to equities and fixed assets in our investment portfolio. The Dow Jones Industrial Average and the S&P Index both posted losses for the month of December.
- Earnings
 - Earnings before Interest, Depreciation, and Amortization (EBIDA) were \$721K of gain compared to a budgeted gain of \$368K and a prior year gain of \$576K.
 - Net Operating Income/loss was \$1158K of gain compared to a budgeted loss of \$309K and prior year loss of \$507K.
 - The Net Income/Loss was \$158K of loss compared to a budgeted loss of \$120K and prior year loss of \$241K.
- Cash
 - We have \$27M in cash which is comprised of \$17M in liquid cash and \$9M in investments which equates to 101 days' cash on hand. The decrease in cash from the balance of \$41M in Nov was primarily caused by \$10M in IGTs that have not been returned and the \$1M purchase of the Medical Pharmacy building and land.

February 2023 Financial Statements: On a motion by Jordan Charlet, second by Thomas Scott, the Board unanimously approved the February 2023 financial statements.

Financial Summary for month end March 31, 2023:

- Volume
 - Admissions were less than budget by 5% and less than prior year by 11%. Emergency room visits were greater than budget by 5% and greater than prior year by 10%. Surgeries were greater than budget by 6% and greater than prior year by 39%. Outpatient visits were greater than budget by 24% and greater than prior year by 5%. Case Mix was greater than budget by 8% and less than prior year by 3%.
- Total Patient Net Revenue
 - Net Patient Revenue of \$6.3M was less than budget by 4% and less than prior year by 13%.
- Medicaid Supplemental Payments
 - We recorded income of \$2M for the month which was greater than budget by 70%. This increase was due to the approval of additional supplemental Medicaid payments by CMS and the Louisiana Department of Health and additional MCIP funding received. We also received an additional payment from the hospital FMP program.
- Expenses
 - Total Operating Expenses of \$9M were greater than budget by 13% and greater by 19% compared to prior year.
 - Labor Expense is 19% greater than budget due to national and regional nursing salaries continually increasing as well as physician and director bonuses.
 - Physician Fees of \$519K were 61% over budget but are in line with the 6-month average of \$475K.
 - Other Expenses were over budget by 25% primarily due to Marketing costs being over budget by \$12K.
 - Insurance was over budget by 35% due to increases in insurance premiums that will likely continue due to an adverse insurance environment in the state. Many insurance providers that have traditionally provided policies for Property, Equipment and Cyber policies, are no longer doing so. It is expected that rates will continue to rise.
- Investment Income and Non-Operating Income
 - We recorded a gain for the month of \$155K compared to a budgeted gain of \$190K. Increases or decreases to Investment Income are caused by gains or losses to equities and fixed assets in our

investment portfolio. The Dow Jones Industrial Average and the S&P Index both posted losses for the month of December.

- Earnings
 - Earnings before Interest, Depreciation, and Amortization (EBIDA) were \$(90)K of loss compared to a budgeted gain of \$169K and a prior year gain of \$1.4M.
 - Net Operating Income/loss was \$(607)K of loss compared to a budgeted loss of \$(309)K and prior year loss of \$(508)K.
 - The Net Income/Loss was \$(452)K of loss compared to a budgeted loss of \$(319)K and prior year loss of \$(133)K.
- Cash
 - We have \$38M in cash which is comprised of \$28M in liquid cash and \$10M in investments which equates to 141 days' cash on hand. Lane is still owed \$2.5M in Medicaid Supplemental Funding.

March 2023 Financial Statements: On a motion by Jordan Charlet, second by Nakeisha Cleveland, the Board unanimously approved the March 2023 financial statements.

Compliance Report:

- Two HIPAA / privacy breaches.
- No compliance hot line calls in the month of March.
- Lab December report completed 20 accounts checks:
 - Orders 100%.
 - Results match orders 80%.
 - Medical necessity 100%
- Office of Inspector General database reviewed for all providers not on staff with no outliers for March.
- Office of Inspector General database reviewed for employees with no outliers.
- ER compliance rate 100% for psychiatric and hospital transfers.
- Chart review completed on Provider Katherine Sterling NP. Accuracy 90%.

Chief Nursing Officer's Report – Staci Sullivan:

- Held first hospital wide Patient Satisfaction Committee
 - Open to all disciplines
 - Goal is to foster staff ownership of the patient experience hospital wide
- Birth Ready + Designation received from the La Perinatal Quality Collaborative.

- Infusion center volume totaled 47 in March, the highest month ever.
- Dr. Stringfellow is moving her clinic patients currently seen in other markets to Zachary if their residence is in Lane's primary or secondary service area.
- Joined "Just Culture for Patient Safety Collaborative" Sponsored by La Alliance for Patient Safety. Monthly webinar participation by multidisciplinary team will continue through October.
- Implemented medication scanning in the ED in mid-March; initial scan rate 53%. Team is currently working through items needing barcode adjustments.
- Implemented a discharge call back process as a customer service improvement action on Med/Surg.
- Exploring natural and unmedicated birthing options such as wireless fetal monitoring, promoting ambulation, and hydrotherapy.
- Eric Rome and other CIS Cath lab directors attended education event at Inari Headquarters in Irvine, California on products to treat venous disease.
- LILA (Life Image Local Application) is now available to transfer images to Our Lady of the Lake for Cardiovascular Services; exploring other end users.
- Established electronic ordering of Schedule II medications, which now allows utilization of 340B account to purchase inventory at a reduced rate.
- Attended the Southeastern University Nursing School Career Fair.
- Submitted LHA Trust Funds Safety Grant for Improving Infection Prevention Practices including Hand Hygiene Campaign and Clean Trace ATP Monitoring for surface and equipment cleaning.

Medical Staff Report: Information regarding the upcoming physician appreciation event included in the meeting packet.

Quarterly Report: Quality / Performance Improvement – Allyson Bennett:

- Quality
 - Awaiting Joint Commission survey of Dermatology Clinic which was due February 2023.
 - Lean training scheduled for May.
 - Sentinel event call with Joint Commission scheduled for April 25.
 - Just Culture for Patient Safety collaborative in progress with La Alliance for Patient Safety. Multidisciplinary team will continue monthly webinar participation through October.

- Care Transition multidisciplinary team continuing to work on readmissions, healthcare disparities, and care transition HCAHPS initiatives.
- Readmission
 - Too early to report readmission rates for first quarter CY 2023.
- Infection Control February & March data
 - 0 CAUTI (catheter associated urinary tract infection).
 - 0 CLABSI (central line associated blood stream infection).
 - 1 reportable SSI (surgical site infection) – total hip replacement (RCA done).
 - 6 MRSA (methicillin resistance staph-aureus) – all community onset.
 - 1 CDiff (clostridium difficile) – community onset.
- Risk Management
 - Four workplace violence events in the first quarter of 2023. Events reported to local law enforcement as indicated. Arrest made in one incident and pending arrest in second case.
 - Medication error dashboard now provided monthly to unit directors. Five medication errors for the month of March.
 - Medication scanning on all inpatient units continues to be well above 90%. Surgery and Emergency Room implemented medication scanning.
 - 2023 first quarter fall rate improved from first quarter 2022.

CHC Report – Craig Sims: End of the Public Health Emergency: What You Need to Know presentation included in the meeting packet.

Legal Report – Jacob Simpson: None.

Expansion Project Report – David Beck:

- Items completed in the last month
 - Construction submittals are being reviewed by the design team on long lead time items to minimize any delay in delivery.
 - Temporary egress measures and routing of deliveries is complete and running.
 - Construction is nearing the completion of the demolition of the building for the tower construction.
 - Utilities in the footprint of the tower are being adjusted as necessary for the construction of foundations.
- Items upcoming this month
 - Foundation and concrete slab preparation to start in the next few weeks.

- New tower construction completion is estimated in fall of 2024 and the additional renovation construction completion is estimated in fall of 2025.

BOARD EDUCATION – EMERGENCY MANAGEMENT AND LIFE SAFETY: On a motion by Jordan Charlet, second by David Bowman, the Board unanimously approved the Emergency Preparedness Program and the Emergency Operations Plan as presented by Joe Watson.

DEPARTMENT EDUCATION – PLANT OPERATIONS DEPARTMENT: Joe Watson discussed the roles and responsibilities, accomplishments, and areas of focus for the department.

EXECUTIVE SESSION – STRATEGIC PLANNING AND PERSONNEL: On a motion by Nakeisha Cleveland, second by David Bowman, the Board unanimously agreed to enter into executive session.

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

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