

LANE REGIONAL MEDICAL CENTER
BOARD OF COMMISSIONERS MEETING MINUTES

September 26, 2022

The Board of Commissioners of Lane Regional Medical Center ("*Lane*") met Monday, September 26, 2022 at 6:15 P.M. in Lane Medical Plaza, 3rd floor conference room, 6550 Main Street, Zachary, LA.

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

BOARD MEMBERS ABSENT: Nakeisha Cleveland and Donna Kline.

OTHERS PRESENT: Jacquita Amacker, David Beck, Michael Devall, Allyson Bennett, Julie McLin, Larry Meese, Theresa Payment, Staci Sullivan, Todd Walters, Patty Williams, Robert Atkinson, Jacob Simpson, Lori Carruth, Lakyshia Williams, and Mandi Foretich.

CALL TO ORDER: The meeting was called to order by Gaynell Young.

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 Jordan Charlet, second by Reagan Elkins, the Board unanimously approved the meeting agenda.

PUBLIC COMMENTS: None.

CONSENT AGENDA APPROVAL: On a motion by Reagan Elkins, second by Darnell Waites, the Board unanimously approved the consent agenda composed of:

- Customer Service Report
- Quality / Performance Improvement Report
- Growth Report
- 08-29-2022 Board of Commissioners Meeting Minutes
- 09-12-2022 Medical Executive Committee Meeting Minutes

COMMITTEE REPORTS:

Finance Committee: On a motion by Thomas Scott, second by David Bowman, the Board unanimously approved the September 22, 2022 Finance Committee meeting minutes and the August 2022 Financial Statements.

REPORTS TO THE BOARD:

Board Chair's Report – Gaynell Young: The FY2023 Board Committee assignments were reviewed and discussed. There are no changes at this time.

Chief Executive Officer's Report – Larry Meese:

- Dr. Chana Heintz, pediatrics, started 19 September. PRN locum tenens coverage still needed until third pediatrician arrives.
- Signed Bikal Sapkota, pediatrician, to employment agreement beginning August 2023.
- Dr. Deborah Johnson, hematology / oncology, retiring end of year. Dr. Mary Stringfellow starts beginning of 2023.
- Dr. Krishna Sajja, GI, procedure volume rising rapidly; endoscopy suite adjusting accordingly.
- EPIC agreement signed with 1 October implementation start date.
- Pharmacy 340B program audit scheduled in October by federal overseer of program.
- Clinic accounts receivable days improved from 69 to 57 days.
- New biological safety cabinet / hood installed in bacteriology portion of lab.
- Malignant hyperthermia drill and in-services conducted with 40 trained.
- Wound Care Clinic had highest number of new patients (54) since opening.
- Central Sterile Processing equipment tracking software upgraded.
- Security audit manager, fax routing, and lab data management systems upgraded.
- Lane Family Practice security upgrades complete (e.g., cameras, landscaping, processes, panic button).
- All network switches (things that forwards data) migrated to new core devices (SAN project).
- Care Management department completed Savista provided webinar series about care management's role in healthcare.

Chief Nursing Officer's Report – Staci Sullivan:

- Endoscopy procedures peaked in August at 285 resulting in the highest number to date.
- Point of Care ABG (arterial blood gas) testing approved and in development stages for ICU.
- Respiratory therapy will assume responsibility for O2 cylinder receipt, distribution, and exchange within the hospital. This action item along with a tagging system will assist with better awareness of the tank volume, a recent joint commission recommendation.

- OR nurses, CRNAs, and Staff Development coordinated a Malignant Hyperthermia (MH) drill in the OR on August 31 that included 24 OR and anesthesia providers present. Lane recently purchased and transitioned to a MH treatment that is easier and faster to administer, therefore decreasing the medication administration time from greater than 20 minutes down to just one minute crucial for this life-threatening emergency.
- Hand-held devices were piloted in the ED to assist with medication scanning and will be implemented in other clinical areas as the “kinks” are worked out.
- “Tech” Day was celebrated on August 19 for nursing support employees.
- Unit Technician classes are occurring every two weeks in conjunction with new hire onboarding process. The course also serves as a refresher for existing staff.
- In addition to orientation of newly employed nurses, LRMC is precepting seven senior level nursing students and 15 junior level nursing students from Southeastern Louisiana University and Southern University.

Medical Staff Report – Dr. Charles Thompson: None.

Quarterly Report – Compliance – Jacquita Amacker:

- Ambulatory A/R over 120 days continues to improve.
- Sept. compliance and HIPAA rounding completed with no outliers.
- No compliance hot line calls in the month of Aug.
- Lab August report completed 20 accounts checks:
 - Orders 100%
 - Results match orders 100%
 - Medical necessity 100%
- Office of Inspector General Database reviewed for all providers not on staff, no outliers for Sept.
- Office of Inspector General Database reviewed for employees, no outliers.
- ER compliance rate 100% for psychiatric and hospital transfers.
- Aug. audits:
 - Important Message 92%
 - Medicare secondary payer questionnaire 100%
 - Advance beneficiary notice 100%.
 - Medicare outpatient observation notice 93%
- Hospital and ambulatory self-pay credit balance are up due to employee access.
- Lane Home Health 1,951 visits in August; 99% of patient signatures collected; 99% compliance of obtaining physician’s signatures on orders.

CHC Report – Craig Simms: None.

Legal Report – Robert Atkinson: None.

Expansion Project Report – David Beck:

Items Completed in the last month:

- All departments relocated away from demolition/construction area.
- Met with representatives of USDA, Womack, Lane, Bank of Zachary, GNCU, Raymond James, architects and Project Manager at our campus to discuss pending issues.

Items Upcoming:

- Agency (State Fire, State Health and City) submissions will be ongoing USDA approval is expected.
- USDA approval is expected.
- While there are several variables in the financing and agency approval timelines, groundbreaking and construction in is estimated in October 2022.

BOARD EDUCATION – Hospital Education and Community Outreach Activities – Theresa Payment:

Collaborative yearly efforts between Foundation, Marketing, and Staff Development staff:

- Career fairs: nursing schools and local high school college nights. Recruit clinical and non-clinical
- AHEC summer student program
- Covid-19 infusion clinics
- Joint replacement classes
- Hospital tours with business owners/donors/student groups
- Chamber lunches
- Rotary Club of Zachary speakers and lunches
- Foundation community events
- School and community sponsorships
- Annual wellness appointments at Lane Family Practice-female patients now receive educational packets on breast cancer
- Social media posts on Facebook and Instagram
- Blogs on Lane's Facebook page and website
- Community flu shot event scheduled October 29, 2022 at ZEPTO's Fall fest & Foundation offering free face painting at Fall Fest
- Love Lane newsletter
- Print ads/TV commercials

- Gift Shop is open 5 days a week; Lane logo apparel in polos, sweats, bags, shirts, etc.

DEPARTMENT EDUCATION – Perioperative Services – Lori Carruth: The roles and responsibilities, accomplishments, and areas of focus for the department were discussed.

EXECUTIVE SESSION – STRATEGIC PLANNING AND PERSONNEL: On a motion by Darnell Waites, second by Thomas Scott, the Board unanimously agreed to enter into executive session.

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

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