

LANE REGIONAL MEDICAL CENTER
BOARD OF COMMISSIONERS MEETING MINUTES

October 24, 2022

The Board of Commissioners of Lane Regional Medical Center ("*Lane*") met Monday, October 24, 2022 at 6:00 P.M. in Lane Medical Plaza, 3rd floor conference room, 6550 Main Street, Zachary, LA.

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

BOARD MEMBERS ABSENT: Darnell Waites and Gaynell Young.

OTHERS PRESENT: Jacquita Amacker, Allyson Bennett, Michael Devall, Larry Meese, Staci Sullivan, Todd Walters, Patty Williams, Robert Atkinson, Jacob Simpson, Craig Sims, Bernitha Russell-Wilson, Andrea Schober, and Lakyshia Williams.

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

INVOCATION: The invocation was given by Debby Brian.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was led by Todd Walters.

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

PUBLIC COMMENTS: None.

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

- Customer Service Report
- Quality / Performance Improvement Report
- Growth Report
- 09-26-2022 Foundation Corporate Board Meeting Minutes
- 09-26-2022 Board of Commissioners Meeting Minutes
- 09-30-2022 Medical Executive Committee Ad Hoc Meeting Minutes
- 10-18-2022 Medical Executive Committee Meeting Minutes

COMMITTEE REPORTS:

Joint Conference Committee: On a motion by Debby Brian, second by Reagan Elkins, the Board unanimously approved the September 26, 2022 meeting minutes.

Finance Committee: On a motion by Nakeisha Cleveland, second by Reagan Elkins, the Board unanimously approved the October 20, 2022 Finance Committee meeting minutes and the September 2022 Financial Statements.

REPORTS TO THE BOARD:

Board Vice Chair's Report – Jordan Charlet:

- The Personnel Committee meeting is scheduled for November 29, 2022 at 12:00 PM in the Board Room.
- 2022 Attorney General Civil Law Training information is included in the meeting packet.

Chief Executive Officer's Report – Larry Meese:

- Reassignments of the responsibilities for Customer Service and Employee Engagement. Dawn Fuller is now the lead for Customer Service, and Melissa Landry will spearhead Employee Engagement.
- Updates to Lane organizational chart:
 - Cardiovascular now reports to CNO
 - Endoscopy/Infusion/Cancer now reports to COO
 - Pharmacy now reports to CNO
 - Emergency now reports to CFO
- Signed updated three-year agreement with Aetna to start 15 November. Overall, seven percent increase (\$74K) with four percent annual escalator.
- Initiating allergy testing at Lane Dermatology.
- Lane Surgery Group has first gastric sleeve procedure scheduled for November.
- First EPIC discovery meetings involving multiple departments being conducted 21 and 28 October.
- Clinic coders relocated to provide more space to both them and clinic staff; now adjacent to Accounting department.
- Hematology instrumentation go live complete.
- Federal audit of 340B program complete; do not anticipate results for three to six months.
- Review of base physician employment agreement and amendments conducted by incoming attorney resulting in minor changes.
- Completed market salary adjustments and processing of employee merit worksheets.
- AIG retirement plan fees negotiated from 47 basis points to 27 basis points which equates to a 43% reduction and \$45K annual savings.
- CHC conducted on-site process improvement audit of drug diversion and financial controls.

- Represented Lane at the Zachary Chamber lunch & learn on 5 October. Guest speaker Hillar Moore, Attorney General.
- Q1 FY23 Management by Objectives included in the meeting packet.

Chief Nursing Officer's Report – Staci Sullivan:

- Special Procedures, Marketing, and OLOL Cancer Services developing a transition plan for Dr. Deborah Johnson's handoff to Dr. Mary Stringfellow for Lane Cancer Services.
- Dual role endoscopy tech hired to help accommodate increased endoscopy clinic visits and procedures.
- Four Labor and Delivery staff nurses attended "Improving Care for the Substance-Exposed Dyad training class at Ochsner Baton Rouge on September 14. This event focused on bias reduction and motivational interviewing of patients with substance use history.
- LDRP began patient feedback calls to every patient within two weeks of discharge.
- GIFT re-designation application pending LaPQC team review.
- Dawn Fuller, OB services director; Bernita Wilson, Med-surg/Tele Director; and Robert Tanner ICU, IMC, & RT Director completed the Nurse Leadership Institute, a weeklong leadership intensive held by the Louisiana Action Coalition.
- OB services joined *Healthy BR* Maternal and Infant Health Coalition where 50 partner organizations work to promote and connect greater Baton Rouge to maternal health resources.
- OB Director, Nursery Supervisor, and two staff nurses attended State AWHONN conference October 1 which focused on "*respect every patient, every interaction, every time*".
- Centralized Scheduling went live with scheduling of IOVERA and Total Joint Patient Education class October 10.
- ED, ICU, and Med Surg Telemetry directors attended SLU School of Nursing recruitment event on October 9.
- ICU director hired additional nurse techs to establish a new graduate "pipeline" while simultaneously recruiting experienced PRN nurses.
- Med Surg, OB, and Staff Development met with Dr. Tijani to identify diagnoses and equipment/supply needs to accommodate increased pediatric admissions greater than one year of age; two pediatric cribs and a rocker/glider approved for purchase.
- Received Funds for Safety grant for \$25K which will cover improving ligature risk in the emergency room patient bathroom. This includes:
 - Bathroom and bathroom alarm pull
 - Roll down door to cover headwall in room 21

- Camera to view ED exit from Security Desk and Registration Desk

Medical Staff Report – Dr. Charles Thompson:

- Physician Holiday Social date, time and location announcement. Board Commissioners are invited to attend and bring a guest.
- Medical Executive Committee began discussions with Lane administration regarding shadowing or observation privileges by other medical professionals, or anyone in general age 18 and over with interest in the medical field.

CHC Report – Craig Simms: Effective Corporate Governance presentation reviewed and included in the meeting packet.

Legal Report – Jacob Simpson: None.

Expansion Project Report – Larry Meese:

- Items completed in the last month
 - State Health reviews complete and plans for all phases are approved. Approvals forwarded to the City.
 - State Fire reviews complete and plans for all phases approved. Approvals forwarded to the City.
 - City review is in progress and comments are being addressed this week.
 - Parish Health Review for kitchen renovation is ongoing and expected to be complete next week.
 - State / Local USDA office received the comments and closing instructions from the Office of General Council and are reviewing them.
 - Construction submittals are being reviewed by the design team on long lead time items to minimize any delay in delivery.
- Items upcoming this month
 - USDA comments / approval is expected.
 - While there are several variables in approval timelines, groundbreaking and construction is estimated to take place in November / December 2022.
 - New tower construction completion is estimated in summer of 2024 and the additional renovation construction completion is estimated in summer of 2025.

BOARD EDUCATION – Jacob Simpson: Government Ethics, Open Meeting Law, and Sunshine Law reviewed and information included in the meeting packet.

DEPARTMENT EDUCATION – First South and Second South – Bernitha Russell-Wilson: The roles and responsibilities, accomplishments, and areas of focus for the department were discussed.

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

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

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

Submitted by Larry Meese, Chief Executive Officer