



Riverside Medical Center Board of Commissioners
November 30, 2017
Thursday – 4:00 PM

Commissioners Present:

Pamela Breland	Tammy Magruder
Lavern Jenkins	Lori Schilling
Richard Watts	James Thomas
John Nichols	Eric Payne. M.D.

Commissioners Absent:

Violet Tate
Gerald King

Guest

Peter Sullivan, CEO Riverside Medical Center
Brandon Anzaldua, CFO
Luis Alvarado, M.D., Chief of Medical Staff

CALL TO ORDER/OPENING PRAYER

A meeting of the Riverside Medical Center Board of Commissioners was convened on Thursday, November 30, 2017 at 4:00 p.m. The opening prayer was led by Board Member Nichols. The Pledge of Allegiance was led by Board Vice Chairman Jenkins.

WELCOME

APPROVAL OF MINUTES

The minutes of the October 26, 2017, Board of Commissioners meeting were presented for approval.

Action: A motion to approve the minutes was made by Board Member Watts, duly seconded by Board Member Breland, unanimously approved

The minutes of the November 9, 2017, Board of Commissioners Special meeting were presented for approval.

Action: A motion to approve the minutes was made by Board Member Watts, duly seconded by Board Member Breland, Seven (5) yays, one (1) abstained.

Board Member Thomas entered the meeting at 4:13 p.m.

CHIEF FINANCIAL OFFICER'S REPORTS

- Statistics/Financial Indicators; Year to Date
- Income Statement
- Balance Sheet
- Cash Flow Summary
- Capital Expenditures
- Bad Debt Summary
- Benefit Summary
- Payroll Summary
- Capital Budget Summary

Mr. Anzaldua provided graphs and charts.

Board Member Thomas entered the meeting at 4:13 p.m.

Board Member Schilling entered the meeting at 4:28 p.m.

2018 DRAFT BUDGET: OPERATING & CAPITAL:

Mr. Anzaldua presented drafts of the Operating and Capital Budgets for Riverside Medical Center, FYE 2018. Two drafts were presented, one with a Charge Master Price increase and one without the increase.

Action: A motion was made to approve the FY 2018 Operating and Capital Budget for Riverside Medical Center, which includes the Charge Master Price increase by Riverside Medical Center's Finance Committee, duly seconded by Board Member Breland, unanimously approved.

EMERGENCY OPERATION PLANS FOR RIVERSIDE MEDICAL CENTER AND RURAL HEALTH CLINIC

Mr. Sullivan presented the revised Emergency Operation Plans.

Action: A motion was made to approve the recommendation of the revised Emergency Management Plans to Riverside Medical Center's Board of Commissioner's for approval by Riverside Medical Center's Finance Committee, duly seconded by Board Member Watts, unanimously approved.

MEDICAL STAFF REPORT

Medical staff conducted its monthly scheduled meeting on November 16, 2017. Those in attendance approved the minutes from the last scheduled meeting, which occurred on October 12, 2017. Dr. Nicholson reviewed the Quality Council meeting and Quality Dashboard for the month of October. Dr. Nicholson reviewed the Surgery Committee report. Mr. Sullivan gave the administrative report.

APPROVAL OF POLICIES:

1. Medical Staff recommends approval of Emergency Department Nursing Protocols
2. Medical Staff recommends approval of Nursing Policy and Procedures Table of Contents

APPROVAL OF MEDICATION:

3. Campral 333 mg tab for the maintenance treatment of alcohol dependence.
4. Veltassa 8.4 gm used as a potassium binder to treat hyperkalemia

Action: A motion was made to approve the recommendation of the Medical Staff to approve the Policies as presented by Riverside Medical Center's Medical Staff by Board Member Watts, duly seconded by Board Member Thomas, unanimously approved.

REAPPOINTMENTS:

- 1.) Joseph Perdigao, M.D.- Active- Radiology
- 2.) Ana Perdiago, M.D.- Active- Radiology
- 3.) Rodrigo Saenz, M.D.- Courtesy- Radiology
- 4.) Jigar Patel, M.D.- Courtesy Radiology
- 5.) Garland Anderson, M.D.- Active- Emergency Medicine
- 6.) Toria King, M.D.- Active- Emergency Medicine

Action: A motion was made to approve the recommendation of the Medical Staff regarding physician reappointment by Board Member Watts, duly seconded by Board Member Thomas, unanimously approved.

CLINIC SERVICES MANAGEMENT REPORT

The Clinical Departments report for October 2017 is as follows:

Operational

- The cath lab had 56 procedures.
 - *6-Device Removals/Implants
 - *28-Diagnostic Procedures
 - *22-interventions
- The OR had 57 surgical procedures.
 - *17-surgeries
 - *40-endoscopies
- Emergency Department visits were 1,262 for the month of September. Total length of stay was an average of 2 hrs 10 minutes. Door to Doc average time was 26 minutes. Those left without being seen rate was 1.78%.
- Telestroke Data: 3 patients for the month of October. Only 1 patient met criteria for TPA administration..

- In October we had 3 swing bed patients. A total of 17 benefit days were used in caring for these patients. Average length of stay was 5.7 days.

Education and Training

- ACLS and BLS training
- Weekly meetings held for Joint Commission preparedness.
- Mock readiness surveys in hospital and clinics
- Flu vaccine administration to staff

Performance and Risk Management

- Post ED phone calls: 2% of patients were contacted. Overall satisfaction for October was 99%. 100% understood their discharge instructions and 100% were kept informed during their stay.
- Med verify rate for October was 96.2% with the threshold being 95%
- Blood administration for October was at 99.3% with the threshold being 100%
- Hand hygiene was 100% compliant for the month of October
- The patient satisfaction committee will meet monthly to review patient satisfaction scores and identify areas of improvement.
We have begun conducting a daily meeting to expedite patient movement among cath lab, operating room and icu
Staff have been educated on specific techniques to assist in increasing satisfaction scores (scripting, hourly rounding, bedside reporting, and patient education)

MANAGEMENT REPORT

- The Plan of correction for the laboratory Joint Commission Bi-Annual Survey has been submitted to TJC.
- Departmental Policy and Procedure reviews continue to update all policies for the organization. This same review is underway for the Board of Commissioner policies as well and there will be suggestions brought to Riverside Medical Center's Board of Commissioners for revision over the next few months.
- Riverside Medical Center's resolution to purchase the Family Medical Clinic Building will go before the Bond Commission on December 14th. Pending their approval, we have retained Wayne Kuhn to serve as our closing attorney. Depending on how soon the LPFA releases our funds will determine exactly when closing on the building will occur.
- Effective on Tuesday, November 28th, 2017, Dr. Frank Voelker was reassigned by Louisiana Heart Center to other duties. We thank Dr. Voelker for his service to Riverside Medical Center over the years including his time serving on Riverside Medical Center's Board of Commissioners as well. LHC has assigned his duties here to Dr. Henry Quveto, Dr. Richard Colon, and Dr. Bruce Iteld and will also be supporting them with Steven

Becnel, PA and nurse practitioner who will be joining the practice in January. Dr. Colon and Dr. Iteld will be supporting our Cardiac Rehab program as cardiologists.

- We are awaiting information from the Rural Hospital Coalition related to FMP payments. According to their director of operations we should receive our June and July payments by the end of December.
- Riverside Medical Center has received word this week that Pioneer Health, Riverside Medical Center's billing and collecting company is having an auction of their assets on December 11th. There are no assignment clauses in our agreement so it appears upon conclusion of that auction we may be able to move forward with our commitment with Cerner and TrustHCS sometime after the first of the year.
- Riverside Medical Center will engage Langlinais, Broussard, and Kolhenberg again this year for our independent year-end audit.
- Riverside Medical Center Foundation sponsored Tailgate for TaTas earlier this month. For a first time event it was a great success. They raised more than \$2,000.00 for breast cancer awareness and our community. I would also like to thank the Foundation and Mrs. Claire Macuire for installing the electrical service for the hospital which assisted in making the Tailgate possible as well as having the service available for any future hospital events held outside behind the hospital.
- Riverside Medical Center will have our tent set up at the Pioneer Days event this weekend Saturday and Sunday. We will be serving coffee and other refreshments will be sold by Riverside Medical Center's Foundation.
- Riverside Medical Center will sponsor A Pic with St. Nick, Thursday, December 14, from 5 to 7 PM in the front lobby. We will also sponsor Silent Knight Pics with Santa the following day, Friday, December 15 from 2 to 4 PM for children with disabilities who are immunocompromised. This event will be held in honor of Ryder Knight who was diagnosed with cystic fibrosis. It is a by appointment only so if you know of any interested parents have them email bell@rmchospital.com for more information or to sign up.
- Riverside Medical Center will have its annual Christmas party Saturday, December 9, from 6 to 10 PM at the Franklinton Country Club. The theme is Flannel and Frost. There will be a best dessert contest as well as a Best Dressed in Flannel and Frost contest. I invite all board members to join us as we celebrate the season.

PUBLIC PARTICAPATION

The floor was open for public participation by Board Vice Chairman Jenkins.

Action: There being no further need for public participation a motion to close the floor was made by Board Member Thomas, duly seconded by Board Member Watts, unanimously approved.

There being no need for Executive Session Board Member Watts made a motion to adjourn, duly seconded by Board Member Payne, unanimously approved at 5:47 p.m.

Respectfully Submitted,

Date: _____

By: _____

Angella Loup
Executive Assistant

Gerald B. King Chairman
Riverside Medical Center

Peter Sullivan CEO/Secretary

(All Resolutions, Affidavits, Correspondence and Attachments in its entirety are available of the Board at Riverside Medical Center 1900 South Main Street, Franklinton, LA) This meeting was held in accordance with the Americans Disabilities Act, if you need special assistant please contact Angella Mayfield Loup, Clerk to the Board at 985-839-4431 describing the assistance that is necessary.