



**REGULAR MEETING OF THE TRINITY MEDICAL
BOARD OF COMMISSIONERS**

November 28, 2023

5:00 PM

Board Room

I. CALL TO ORDER

The regular scheduled meeting of the Trinity Medical Board of Commissioners was called to order at 5:00 PM on Tuesday, November 29, 2023 by Board Chairman, Mr. James King.

II. PRAYER AND PLEDGE OF ALLEGIANCE

Mr. Fred Marsalis opened the meeting with prayer, and the Pledge of Allegiance was led by Dr. Kevin Ingram.

III. ROLL CALL

A roll call revealed the following members present: Mr. King, Mr. Marsalis, Mrs. Lipsey, Dr. Ingram, Mr. Graves, Mr. Butcher, and Mr. Crum. Also present were: Mrs. Nekeisha Smith, Administrator, Mrs. Neely Greene, COO, Mr. Spencer Holder, CFO, and Mr. Walt Wilson, CCO, Ms. Shaniqua Gilmore, Administrative Assistant, and Mr. Joey Martin, Concordia Sentinel.

OPEN TO PUBLIC COMMENTS

At this time, Chairman King opened the meeting to public comments.

IV. APPROVAL OF MINUTES

Mr. King asked for a motion to approve the minutes of the Regular Board of Commissioners Meeting on October 24, 2023. The minutes were approved as presented on a motion by Mr. Butcher and a second by Mr. Marsalis. The motion carried unanimously when put to a vote.

V. FINANCIAL REPORT

The September 2023 Financial Report was presented by Mr. Holder and approved on a motion by Mr. Butcher and a second by Mr. Graves. The motion passed unanimously when put to a vote.

VI. ADMINISTRATIVE REPORT

Mrs. Smith presented the following Administrative Report to the Board of Commissioners:

Administrative Report

We are currently advertising for a PRN Nurse Practitioner or Physician's Assistant to work in the



ER on weekends. The volume is steadily increasing, and the physicians are requesting more help. The physicians are seeing well over 50 patients in a day on the weekends and several cases are high acuity.

We have sent a contract to the Orthopedic Hand Surgeon for signature. We are hoping to start this service in February. The physician will see patients in the clinic as well as do procedures in the OR 2 days per month.

We are currently selling tickets for our Annual Relay for Life Basket Raffle. Tickets are \$5 and may be purchased from any employee. The baskets are displayed in the front lobby M-F during business hours.

The Hospital's Christmas Party will be on Thursday, December 14th from 5 -7 pm in the Dietary area. All Board members are invited to attend.

We would like to move forward with 2 projects, if approved by the board:

Walkway enclosure- We would like to get the back walkway enclosed to prevent employees and patients from getting wet when it's raining and staying warm during the winter months. The enclosure was in the original drawing of the hospital however they were cut out due to budget reasons. I reached out to the original architect, Barry Lann, and he sent me an approximate cost estimate and next steps. (See below)

Storage building - We would like to add another storage building in the back to help alleviate some clutter throughout the hospital. When the hospital was built, storage space was not a huge factor. We are running out of space in the hospital. Barry's recommendations are listed below.

Based on our last conversation a year ago, we estimated the cost to demo the existing walkway and sidewalk, and then construct a new, enclosed structure with HVAC could be approx. \$650K. I would also budget approx. \$100k for inflation over the previous year and to cover future inflation during a design schedule until the project has bid.

For the storage building, we recommend having a pre-engineered building manufacturer provide the building in the site location that GHC designates. GHC can provide a front façade design of brick to match the other campus buildings. If any interior work is required for office, restrooms, etc., GHC would provide that design as well.

The next steps we would take, once approved by the board to do so, are to provide a schematic design package and a better-defined opinion of probable cost based on an actual design. We would not proceed past that point until the board has reviewed the due diligence, proposed design, and proposed cost opinion, and the board has approved to further proceed.

Mrs. Smith presented the following contracts for approval:



Dr. Carrie Bonomo, Pediatric Services Employment Contract. Mr. Marsalis made a motion to approve the contract with a second by Dr. Ingram. The motion carried unanimously when put to a vote.

Computer Consultants. Mr. Marsalis made a motion to approve the contract with a second by Dr. Ingram. The motion carried unanimously when put to a vote.

Concordia Parish Sheriff Office (Security Contract). Mr. Graves made a motion to approve the contract with a second by Mr. Crum. The motion carried unanimously when put to a vote.

Dr. Kevin Ingram's Hospitalist, Physician Collaborator, and PFT Interpretation Contracts. Mr. Graves made a motion to approve the contracts with a second by Mr. Marsalis. Dr. Ingram abstained from the vote. The motion carried unanimously when put to a vote.

Mrs. Smith presented the Organizational Chart for approval. Mr. Butcher made a motion to approve the Organizational Chart with a second by Mr. Marsalis. The motion carried unanimously when put to a vote.

VII. MANAGEMENT REPORT

Mrs. Greene requested an addendum to the agenda to present the Infection Control Policies and Procedures for annual approval. Mr. Graves made the motion to approve the addendum to present the Infection Control Policies and Procedures for annual approval with a second by Mr. Marsalis. The motion carried unanimously when put to a vote.

Mrs. Greene presented the Infection Control Policies and Procedures for annual approval. Mr. Graves made a motion to approve the Infection Control Policies and Procedures with a second by Mr. Marsalis. The motion carried unanimously when put to a vote.

XI. APPOINTMENTS and RESIGNATIONS

On a motion by Dr. Ingram and a second by Mr. Crum, all appointments and resignations were approved as presented. The motion passed unanimously when put to a vote.

XII. EXECUTIVE SESSION

At this time Mr. King requested the Board enter into Executive Session. A motion was made by Mr. Graves to enter into Executive Session and a second by Mrs. Lipsey. The motion passed unanimously when put to a vote.

After discussion, a motion was made to re-enter Open Session by Mr. King and a second by Mr. Crum. The motion passed unanimously when put to a vote.

XIII. NEW BUSINESS

Trinity Medical Employees' Additional Compensation



Mr. Marsalis made the motion to make an addendum to the agenda to discuss providing a Additional Compensation to Trinity Medical employees. The motion was seconded by Mr. Butcher. The approval of the motion was put to a roll call vote. Roll call vote revealed the following: YEAS: 7 Mr. Marsalis, Dr. Ingram, Mr. Butcher, Mr. Crum, Mr. King, Mrs. Lipsey, and Mr. Graves NAYS: 0 ABSENT: 0 ABSTAINED: 0. The motion passed unanimously when put to a vote.

After discussion, Mr. Marsalis made the motion to approve giving Administration the authority to provide a bonus to Trinity Medical employees based upon the same amount provided to the employees the previous year. The motion was seconded by Dr. Ingram. The approval of the motion was put to a roll call vote. Roll call vote revealed the following: YEAS: 7 Mr. Marsalis, Dr. Ingram, Mr. Butcher, Mr. Crum, Mr. King, Mrs. Lipsey, and Mr. Graves NAYS: 0 ABSENT: 0 ABSTAINED: 0. The motion passed unanimously when put to a vote

Property Lease

Mr. Graves made the motion to make an addendum to the agenda to discuss extending the current Cooperative Endeavor Agreement with Mr. Cecil Parker, owner, Riverview Farms, LLC. The motion was seconded by Mr. Butcher. The approval of the motion was put to a roll call vote. Roll call vote revealed the following: YEAS: 7 Mr. Marsalis, Dr. Ingram, Mr. Butcher, Mr. Crum, Mr. King, Mrs. Lipsey, and Mr. Graves NAYS: 0 ABSENT: 0 ABSTAINED: 0. The motion passed unanimously when put to a vote.

After discussion, Mr. Graves made the motion to extend the current Cooperative Endeavor Agreement with Mr. Cecil Parker, owner, Riverview Farms, LLC for five (5) years maintaining the original terms and conditions of the original agreement. The approval of the motion was put to a roll call vote. Roll call vote revealed the following: YEAS: 5 Mr. Marsalis, Dr. Ingram, Mr. Butcher, Mr. Crum, and Mr. Graves NAYS: 2 Mr. King and Mrs. Lipsey, ABSENT: 0 ABSTAINED: 0. The motion passed when put to a vote

December Meeting

Mr. King made the motion to schedule the December Board of Commissioner Meeting for December 19, 2023 at 5:00 PM. Mr. Graves seconded the motion. The motion passed unanimously when put to a vote.

XIV. ADJOURNMENT

With no further business at hand, Mr. King thanked everyone for their attendance and support. The meeting was adjourned on a motion by Mr. Marsalis and a second by Dr. Ingram. The motion carried unanimously when put to a vote.

JAMES KING, CHAIRMAN

ATTEST: _____
NEKEISHA SMITH, CEO
SECRETARY