

**BOARD OF COMMISSIONERS  
MEETING MINUTES  
NOVEMBER 18, 2025**

The Board of Commissioners of Bayou Bend Health System, Hospital Service District No. 1 of the Parish of St. Mary, met in regular session at 5:15 p.m., November 18, 2025.

MEMBERS PRESENT

Robert Allain, II  
Dr. Roland Degeyter  
Don T. Caffery, Jr.  
Charles Matthews  
Didi Battle

ALSO PRESENT

Stephanie Guidry, CEO  
Robert Raheem, CNO  
Mary Bevier, CFO  
Craig Sims, w/CHC  
Ben Gains, Legal  
Dr. Brian Baesler, Chief of Staff  
Sharon Procell, Executive Asst.

ABSENT:

Robert Judice, Jr.  
Eugene Foulard

GUEST:

Kelli Melancon, Marketing & Community Relations Coordinator  
Kirstine Campbell, Fitness Center General Manager

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**I. CALL TO ORDER**

With a quorum present, the meeting was called to order by the Chairman of Board, Robert Allain, II at 5:15 p.m.

**II. INVOCATION**

Ms. Stephanie Guidry opened the meeting with a prayer.

**III. PLEDGE OF ALLEGIANCE**

Members recited the "Pledge of Allegiance".

**IV. PUBLIC COMMENT**

NONE

**V. OLD BUSINESS**

**A. Approval of Minutes – October 30, 2025**

**Mr. Don T. Caffery, Jr. made a motion to approve October 30, 2025 minutes with Ms. Didi Battle, seconding the motion. The motion carried unanimously.**

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**VI. NEW BUSINESS**

**A. Wellness Center Update**

Ms. Kelli Melancon reported on the following:

- ↳ Cardiopulmonary Rehabilitation – Building Confidence, One Heartbeat at a Time
- ↳ Providing the Highest Quality of Care Closer to Home
- ↳ Surgical Care That's a Cut Above the Rest
- ↳ Surgical & Bariatric Center – Services Offered
- ↳ Franklin Women's Health and Services (English and Spanish)

**B. Marketing Update**

Ms. Kirstine Campbell gave an overview of the following:

- ↳ Memberships (by month, by zip codes)
- ↳ Budget Variance Reports (by actual, by budget, by variances)
  - Revenue
  - Expenses
  - Net Profit/Loss
  - Payroll (by month, by year to date)
- ↳ Full Time Equivalents (FTEs)
- ↳ Total Monthly Visits
- ↳ Group Exercise Class (Aqua, Mind/Body, Cycle, Group Ex)
- ↳ Fitness Engagement (workouts completed via Technogym App)
- ↳ Wellness Tracks
  - Well-Being Pilot Track
  - Diabetes Track
  - Cardiovascular Track
- ↳ Highlights of 2024 – 2025
  - Lunch and Learns
  - Track and Courts
  - Medical Advisory Board Quarterly Meetings
  - Class Programming
  - Wellness Tracks
  - Wellness Quest Assessments
  - Ruck Club
  - Community

**C. Board of Commissioners 2026 Meetings**

Ms. Stephanie Guidry reported in your board pack on page 9 is the 2026 Board of Commissioners meetings for the year. Ms. Guidry requested that the Board approve the 2026 calendar.

**Mr. Don T. Caffery, Jr. made a motion to approve the Board of Commissioners 2026 Meetings with Ms. Didi Battle seconding the motion. The motion carried unanimously.**

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**D. Patient Accounts Receivable Credit Balance**

Ms. Mary Bevier reported this is a new policy. The policy is to establish internal controls for identifying, reviewing, and resolving patient credit balances. This ensures and promotes accurate reconciliation. She stated this policy applies to all Patient Financial Services staff involved in credit balance review and refund processing for both Hospital and Clinics accounts. Also, applies to Accounts Payable Department responsible for issuing refund checks. Ms. Bevier requested that the Board approve the new policy.

**Ms. Didi Battle made a motion to approve the Patient Accounts Receivable Credit Balance policy with Mr. Don T. Caffery, Jr. seconding the motion. The motion carried unanimously.**

**E. Discuss and Approve Capital Requests**

**1. ICU Bedside & Transport Monitors**

Mr. Robert Raheem reported that the Philips bedside monitors were last purchased in 2014. He stated the monitors are at the end of life, 10 years. This purchase will be for two (2) new Philips bedside monitors and a transport monitor for patient safety, staff satisfaction, and prevention of medical errors due to calibration or malfunctioning equipment. Total purchase at \$61,181.70. Mr. Raheem requested that the Board approve the ICU bedside and transport monitors.

**Dr. Roland Degeyter made a motion to approve the ICU Bedside & Transport Monitors with Mr. Don T. Caffery, Jr. seconding the motion. The motion carried unanimously.**

**2. Haifleigh Building Renovations**

Ms. Mary Bevier reported that the hospital is looking to remodel the old VA building at 603 Haifleigh Street to allow utilization of the space for Business Office and Accounting staff. She stated on a high level the work will require work to clean-up and prepare the space for construction, removal of sinks, and cabinets from exam rooms, network cable drops, flooring repair, exterior cameras and painting refresh. She reported the estimate total cost at \$63,250.00 and not to exceed \$81,250.00.

**Dr. Roland Degeyter made a motion to approve the Haifleigh Building Renovations with Mr. Don T. Caffery, Jr. seconding the motion. The motion carried unanimously.**

**3. Technogym Multipower Smith Machine**

Ms. Kirstine Campbell reported that the Technogym Multipower Smith Machine is one of our most requested pieces of equipment and would immediately enhance member satisfaction. She stated the total budget approved price at \$6506.00. Ms. Campbell requested that the Board approve the Technogym Multipower Smith Machine.

**Dr. Roland Degeyter made a motion to approve the Technogym Multipower Smith Machine with Mr. Don T. Caffery, Jr. seconding the motion. The motion carried unanimously.**

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**4. Technogym Selection 700 Dual Abductor/Adductor**

Ms. Kirstine Campbell reported Technogym Selection 700 Dual Abductor/Adductor is one of our most requested pieces of equipment and would significantly enhance lower-body training options for members of all ages and abilities. She stated the total budget approved price at \$6482.00. Ms. Campbell requested that the Board approve the Technogym Selection 700 Dual Abductor/Adductor.

**Dr. Roland Degeyter made a motion to approve the Technogym Selection 700 Dual Abductor/Adductor with Mr. Don T. Caffery, Jr. seconding the motion. The motion carried unanimously.**

**VII. MEDICAL STAFF REPORT**

**A. Credentials and Medical Executive Report**

Dr. Brian Baesler reported to the Medical Executive the following were approved at Medical Executive Committee:

**Initial Appointments:**

**Nicholas McCullough, CRNA – Advance Practice Professional – Anesthesia  
Renee Rasid, PA – Advance Practice Professional – Phy. Asst. w/OrthoLa.**

**Reappointments:**

**Erica Menina, MD – Courtesy - Pediatrics  
Durga Bestha, MD- Consulting – Tele/Psychiatry  
Marlene Broussard, MD – Courtesy - Pediatrics**

**Lake Radiology Tele/Medicine (Request to Remove)**

**Brian Suchecki, MD – Consulting – Tele/Rad**

Dr. Brian Baesler requested that the Board approve the initials and reappointments.

**Dr. Roland Degeyter made a motion to approve the Initial Appointments of Nicholas McCullough, CRNA – Advance Practice Professional – Anesthesia; Renee Rasid, PA – Advance Practice Professional – Physician Assistant w/OrthoLa. and the Reappointments of Dr. Erica Menina – Courtesy – Pediatrics; Dr. Durga Bestha – Consulting – Tele/Psychiatry; and that of Dr. Marlene Broussard – Courtesy – Pediatrics with Ms. Didi Battle seconding the motion. The motion carried unanimously.**

**B. Policies and Procedures**

**1. Infection Control Dept.**

Mr. Robert Raheem reported that the attached list of policies and procedures on page 16 need Board approval for Infection Control. These have been approved at MEC.

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**Dr. Roland Degeyter made a motion to approve the Infection Control policies as listed with Mr. Don T. Caffery, Jr. seconding the motion. The motion carried unanimously.**

**2. Cardiac Exercise and Pharmacological Stress Test**

Mr. Robert Raheem reported that the Cardiac Exercise and Pharmacological Stress Test policy is an additional policy to the Cardiopulmonary P&P's. He noted this has been reviewed and approved by other committees. Mr. Raheem requested that the Board approve the policy.

**Dr. Roland Degeyter made a motion to approve the Cardiac Exercise and Pharmacological Stress Test policy with Mr. Don T. Caffery, Jr. seconding the motion. The motion carried unanimously.**

**3. Laboratory Dept.**

**B.3.1 Differential & Slide Review Criteria**

**B.3.2 Criteria for Slide Review by Pathologist**

Mr. Robert Raheem reported that the Differential & Slide Review Criteria and the Criteria for Slide Review by Pathologist policies are part of the Laboratory P&P's, these were reviewed and revised and approved by MEC. Mr. Raheem requested that the Board approve the Laboratory policies.

**Dr. Roland Degeyter made a motion to approve the Differential & Slide Review Criteria and that of the Criteria for Slide Review by Pathologist with Mr. Don T. Caffery, Jr. seconding the motion. The motion carried unanimously.**

**4. Pharmacy Dept.**

Mr. Robert Raheem reported that all of Pharmacy P&P's are for annual review. He noted the list is on page 19-23 in your pack. Mr. Raheem requested that the Board approve the Pharmacy Dept. as listed.

**Dr. Roland Degeyter made a motion to approve the Pharmacy Dept. policies and procedures listed with Mr. Don T. Caffery, Jr. seconding the motion. The motion carried unanimously.**

**VIII. QUALITY COMMITTEE REPORT**

**A. Organizational Quality Data (see report for details)**

Mr. Robert Raheem stated he will be reporting on behalf of Ms. Joyce Andrico. He reported on FY 2025 4<sup>th</sup> Qtr. data. The following data was highlighted:

- ▲ Volume Indicators
- ▲ Critical Indicators
- ▲ ALOS
- ▲ Transitional Care
- ▲ SDOH
- ▲ Readmissions
- ▲ Transfers

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Mr. Robert Raheem requested the Board approve the Quality report.

**Dr. Roland Degeyter made a motion to approve the Quality Report with Mr. Don T. Caffery, Jr. seconding the motion. The motion carried unanimously.**

**IX. FINANCE REPORT**

**A. October 2025 Financials Report**

Ms. Mary Bevier reported ended October 2025 was \$166K above budget with \$52K Deficit of Expenses over Revenues. She stated the cash decreased by \$1,215K during the month per the Cash Flow statement.

Ms. Bevier reported the total patient revenue for October 2025 was \$5M. She stated this was above budget by \$514K or 15%. Compared to prior year (PY) revenues, there was an increase of \$675K.

Ms. Bevier reported that total deductions from revenue were above budget but above PY. October's deduction was 54% of total patient revenue, compared to the budgeted 50% and PY of 54%.

Ms. Bevier reported October resulted in net patient revenue reporting above budget and PY. Our net Patient Revenue (NPR) of \$2.3M is \$41K above budget and \$352K better than PY. NPR as a percentage of total patient revenue is 46% compared to budget of 50% and PY of 46%.

Ms. Bevier reported the operating revenue for the month was below budget by (\$91K) and below PY. She noted that the Physician FMP Revenue is reporting less than budget because the budget did not account for the required IGT. Unfortunately, this will be an issue for the full fiscal year.

Ms. Bevier reported the operating cash decreased by \$1.2M when compared to the prior month.

Ms. Bevier reported that other receivables increased \$803K due to accruals for State supplemental funds we anticipate.

Ms. Mary Bevier requested that the Board approve the October 2025 Financials.

**Mr. Don T. Caffery, Jr. made a motion to approve the October 2025 Financials Report with Ms. Didi Battle seconding the motion. The motion carried unanimously.**

**X. MANAGEMENT REPORTS**

**A. Chief Executive Officer Report – Ms. Stephanie Guidry, CEO**

- ✓ Ms. Angela Reynaud – New Hire - Human Resource Director
- ✓ Mr. Matt Barrilleaux, Radiology Director, is resigning (Dec. 1<sup>st</sup>)
- ✓ Hired replacement for Radiology Director – Ms. Jennifer Hudson
- ✓ Dr. Kelly Bewsey – Urology – accepted offer – tentatively start April

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- ✓ Stroudwater has started an audit of L&D
- ✓ OR and MRI are being prepared for the state inspection
- ✓ Building Maintenance – power washing; landscaping for the Healing Garden, MOB and Hospital; Wellness Center – replacing of most glass windows almost complete
- ✓ Meeting being held Dec. 3<sup>rd</sup> at the Library to discuss the Roundabout

**B. Chief Nursing Officer Report – Mr. Robert Raheem, CNO**

- ✓ Still looking for a Surgery Director
- ✓ New OR preparing for state inspections

**D. CHC Management Report**

- ✓ See the attached CHC Board Report

**Mr. Don T. Caffery, Jr. made the motion to accept the Management Reports with Dr. Roland Degeyter seconding the motion. The motion carried unanimously.**

**Dr. Roland Degeyter made a motion to go into Executive Session at 6:20 p.m. with Mr. Don T. Caffery, Jr. seconding the motion. The motion carried unanimously.**

**XI. EXECUTIVE SESSION**

- A. Strategic Planning
- B. Compliance Report

**Dr. Roland Degeyter made a motion to come out of Executive Session at 6:30 p.m. with Mr. Don T. Caffery, Jr. seconding the motion. The motion carried unanimously.**

**XII. ACTION(S) TAKEN**

- A. Compliance Report

**Mr. Don T. Cafferty, Jr. made a motion to approve the Compliance Report as presented with Dr. Roland Degeyter seconding the motion. The motion carried unanimously.**

**XIII. ADJOURN**

**With no further business to discuss, Dr. Roland Degeyter moved with Ms. Didi Battle seconding the motion to adjourn at 6:32 p.m. The motion carried unanimously.**



Robert Allain, II - Chairman



Stephanie A. Guidry, CEO