

**BOARD OF COMMISSIONERS
MEETING MINUTES
APRIL 24, 2025**

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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., April 24, 2025.

MEMBERS PRESENT

Robert Allain, II - Chairman
Eugene Foulcard, Vice-Chairman
Dr. Roland Degeyter
Charles Matthews
Don T. Caffery, Jr.
Robert Judice, Jr.
Didi Battle

ALSO PRESENT

Stephanie Guidry, CEO
Mary Bevier, CFO
Robert Raheem, CNO
Jill Bayless, w/CHC
Ben Gaines, Legal
Dr. Brian Baesler, Chief of Staff
Sharon Procell, Exec. Asst.

ABSENT

GUEST

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

I. CALL TO ORDER

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

II. INVOCATION

Mr. Robert Allain, II 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 – March 27, 2025

Ms. Didi Battle made a motion to approve March 27, 2025 minutes as written with Mr. Eugene Foulcard, seconding the motion. The motion carried unanimously.

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VI. NEW BUSINESS

A. Discussion and Approve

1. Policies and Procedures

A.1 Human Resources Policies (attached is page 10 for the list)

Ms. Stephanie Guidry stated for the commissioners to go to page ten (10) in your board pack. She reported that the list contains all the Human Resources Policies and Procedures. She noted that Ms. Procell has the binder with all the policies and procedures for your review. Ms. Guidry requested that the Board approve Human Resources Policies and Procedures as listed.

Dr. Roland Degeyter made a motion to approve the Human Resources Policies as listed on page 10 with Mr. Don T. Caffrey, Jr. seconding the motion. The motion carried unanimously.

2. Wellness Center Update (see attached for details)

Ms. Kirstine Campbell reported on the following:

- Monthly membership totals
- Memberships by Zip Code
- Budget Variance Reports:
 - by Revenue
 - by Expenses
 - by Net Profit/Loss
 - by Payroll
 - by Payroll Year to Date
- Full Time Equivalents – Fitness Center
- Monthly Visits vs FTEs
- Group Exercise Classes – Weekly Class Offerings
- Fitness Engagement – Workouts completed via Technogym app

3. Marketing Update

Ms. Kelli Melancon reported on the following:

- In Lifestyle magazine:
 - Join A Community - Not Just a Gym
 - Now Offering Bariatric Services
 - Breast Cancer / Schedule a Mammogram
- Billboards:
 - Membership for ALL
 - Physician – Bariatric Services – Dr. Johnny Perez
 - Introducing Dr. Lisa Brown – Pain Management
- Radio Ads
- You Tube – Bariatric Center – Elly's Journey
- Social Media and Physician Social Media
- Sponsorships

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- Community Events
- On The Web
- Into The Future

B. Discuss and Approve Capital Request

1. HexaLux Examination Light

Mr. Robert Raheem stated that the current overhead light in the trauma room has been out for two (2) years. He reported that the mother board is out and not replaceable due to its age and the company no longer makes that particular part. He stated that the total purchase light is \$5,833.00. Mr. Raheem requested that the Board approve the HexaLux examination light.

Dr. Roland Degeyter made a motion to approve the HexaLux Examination Light with Ms. Didi Battle seconding the motion. The motion carried unanimously.

VII. MEDICAL STAFF REPORT

A. Credentials and Medical Executive Report – Dr. Brian Baesler, Chief of Staff

Dr. Brian Baesler reported on the recommendations of the Medical Executive Committee that of the following:

Initial Appointments:

Greg Broussard, CRNA – Advance Practice Professional – Anesthesia
Lawrence Cresswell, MD – Consulting – Emergency Medicine

Dr. Brian Baesler requested that the Board approve the initial appointments.

Ms. Didi Battle made a motion to approve the initial appointments of Greg Broussard, CRNA – Advance Practice Professional – Anesthesia and that of Dr. Lawrence Cresswell – Consulting – Emergency Medicine with Mr. Eugene Foulcard seconding the motion. The motion carried unanimously.

1. Totguard: Infant & Pediatric Security System Policy

Mr. Robert Raheem reported that MEC approved the Totguard policy. He stated this provides guidelines for the use of the security system. He noted the policy is for every infant born and pediatric patient (up to 16 years of age) admitted at BBHS will be fitted with a Totguard tag to provide protection from a possible abduction or elopement. The tag will remain on the infant/pediatric patient throughout their stay until discharge from the hospital. Mr. Raheem requested that the Board approve the Totguard policy.

Ms. Didi Battle made a motion to approve the Totguard: Infant & Pediatric Security System Policy with Dr. Roland Degeyter seconding the motion. The motion carried unanimously.

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VIII. FINANCE REPORT

A. March 2025 Financial Report

Ms. Mary Bevier presented the Financial Report ended March 2025 with a loss of (\$649K). This is \$479K below budget and results in the first six (6) months of the fiscal year's consolidated income of \$169K, 2% above budget. She reported that the cash decreased by \$1.2M per Cash Flow statement.

Ms. Mary Bevier discussed March 2025 total patient revenue was \$4.5M. This is above budget by 9%. The comparison to the previous year increase of 27%, signaling increased volumes.

Ms. Mary Bevier reported the total deductions from revenue were above budget. March's deductions were 69.9% of total patient revenue, compared to the budgeted 50.8% and PY of 54.5%. She noted the greatest effect of this was the adjustment of balance sheet balances through the reconciliation process. Just before the March board meeting, we received and posted all the FY24 audit adjustments identified by our auditing firm, LBK. This included \$628K of adjustments to Medicare contractual reserve accounts on the balance sheet. This audit adjustment resulted in a more accurate Medicare patient accounts receivable on the offsetting credit was additional income for FY 2024, period ending 9/30/2024.

Ms. Mary Bevier discussed the balance sheet Operating Cash for March 2025 decreased by \$1.2M when compared to the prior month. The Hospital released \$713K from restricted funds to process payment toward our construction project.

Ms. Mary Bevier reported the days cash on hand decreased to 110 days (3-month trended average). This is a decrease of 8 days when compared to prior month. She noted we received the quarterly DPP payment of \$2M and this will help our DCOH increase.

Ms. Mary Bevier requested that the Board approve the March 2025 financials.

Ms. Didi Battle made the motion to approve the February 2025 Financial Report with Mr. Don T. Caffery, Jr. with seconding the motion. The motion carried unanimously.

IX. MANAGEMENT REPORTS

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

- ✓ Continue to work on 340B program
- ✓ United Healthcare is not paying hospital correctly, Mary's team has worked very hard to get this turned around. We filed a complaint with the State Insurance Commissioners
- ✓ Meeting monthly with Cooper Wellness
- ✓ Construction is moving forward; we should have the keys for all areas except the second OR which will not be completed until mid-August 2025

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- ✓ Phase II of Wellness Center will start in the next 4 weeks and it will be a 4-5 month project
- ✓ Continue to look at physician recruitment opportunities; Orthopedics, Urology and Pediatrician
- ✓ Since March 1st – there have been 10 events at the conference center

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

- ✓ TeleNeph – met with IT to make sure they will be able to utilize our system to document. Will be meeting next week to map out the road for a successful start date
- ✓ Documentation – the med/surg & ICU department has been completed. Emergency Dept. will need additional education
- ✓ RCA – Root Cause Analysis – will be conducting more to increase our safety and quality of care
- ✓ Contract Labor – continues to move down with appropriate hiring

D. CHC Management Report

- ✓ See the attached CHC Board Report

Mr. Eugene Foulcard 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 the Executive Session at 6:18 p.m. with Mr. Eugene Foulcard seconding the motion. The motion carried unanimously.

X. EXECUTIVE SESSION

A. Strategic Planning

Dr. Roland Degeyter made a motion to come out of the Executive Session at 6:50 p.m. with Mr. Don T. Caffery, Jr. seconding the motion. The motion carried unanimously.

XI. ACTION(S) TAKEN

A. Incentive Compensation

Dr. Roland Degeyter made a motion to approve the Incentive Compensation of \$183K payout with Mr. Don T. Caffery, Jr. seconding the motion. The motion carried unanimously.

B. Dr. K. Prejeant Contract

Mr. Eugene Foulcard made a motion to approve Dr. Kristi Prejeant contract based on the CEO and attorneys to workout the redlines with Dr. Roland Degeyter seconding the motion. The motion carried unanimously.

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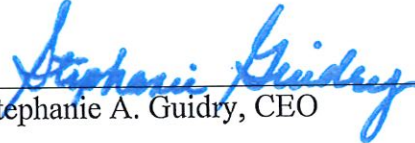
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XII. ADJOURN

With no further business to discuss, Dr. Roland Degeyter moved with Mr. Eugene Foulcard seconding the motion to adjourn at 6:53 p.m. The motion carried unanimously.



Robert Allain, II - Chairman



Stephanie A. Guidry, CEO