

**BOARD OF COMMISSIONERS  
MEETING MINUTES  
MAY 29, 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., May 29, 2025.

**MEMBERS PRESENT**

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

**ALSO PRESENT**

Stephanie Guidry, CEO  
Mary Bevier, CFO  
Robert Raheem, CNO  
Craig Sims, w/CHC  
Ben Gaines, Legal  
Sharon Procell, Exec. Asst.

**ABSENT**

Robert Judice, Jr.

**GUEST**

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**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. Charles Matthews 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 – April 24, 2025**

**Mr. Eugene Foulcard made a motion to approve April 24, 2025 minutes as written with Ms. Didi Battle, seconding the motion. The motion carried unanimously.**

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**VI. NEW BUSINESS**

**A. Discussion and Approve (see the attached detailed listing of policies)**

**1. Policies and Procedures**

- A.1.1 Accounting Department**
- A.1.2 Materials Department**
- A.1.3 Patient Financial Services**
- A.1.4 Patient Access**

Ms. Mary Bevier stated that the policies and procedures listed, with minor and/or no changes made, require Board approval. All the policies and procedures are available for your viewing. Ms. Mary Bevier requested that the Board approve the Accounting, Materials, Patient Financial Services and that of the Patient Access policies and procedures.

**Dr. Roland Degeyter made a motion to approve the Accounting, Materials, Patient Financial Services and the Patient Access policies and procedures with Ms. Didi Battle seconding the motion. The motion carried unanimously.**

- A.1.5 Infection Control**
- A.1.6 Risk Management**

Mr. Robert Raheem reported on the Infection Control and Risk Management policies and procedures. He reported a brief description on some new policies such as the Restriction of Visitors with Transmissible Illnesses, Service Animals in the Hospital, and the Bed Bug Identification and Prevention which is part of Infection Control. Mr. Robert Raheem requested that the Board approve the Infection Control and Risk Management policies and procedures.

**Dr. Roland Degeyter made a motion to approve the Infection Control and Risk Management policies and procedures with Ms. Didi Battle seconding the motion. The motion carried unanimously.**

**B. Discuss and Approve Capital Request**

**1. Omnicell Dispensing Machines**

Mr. Robert Raheem reported the Omnicell Dispensing Machines is a required purchase for the new surgery expansion. This purchase is for three (3) dispensing machines at a total price of \$107,000.00. He noted this is not an approved Capital purchase for FY2025. Mr. Robert Raheem requested that the Board approve the Omnicell Dispensing Machines.

**Dr. Roland Degeyter made a motion to approve the Omnicell Dispensing Machines with Ms. Didi Battle seconding the motion. The motion carried unanimously.**

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**2. NxStage System (Dialysis Unit)**

Mr. Robert Raheem reported this is a Dialysis Unit that performed dialysis on patients in our hospital. These are the same home units that patients utilize in the home setting. He noted that these patients will be housed in our ICU unit. He stated, currently we are transferring patients with renal disease due to no Nephrology coverage. He reported that that we did a data analysis of the transferred patients, and we recognized thirty-nine (39) potential patients that we could have kept at BBHS had we had a dialysis unit or nephrologist. Recommendation is to purchase two (2) NxStage system One S with NxView. The total purchase price \$69,460.00. Mr. Robert Raheem requested that the Board approve the NxStage System.

**Dr. Roland Degeyter made a motion to approve the NxStage System (Dialysis Unit) with Ms. Didi Battle seconding the motion. The motion carried unanimously.**

**VII. MEDICAL STAFF REPORT**

**A. Credentials and Medical Executive Report**

Mr. Robert Raheem reported on behalf of Dr. Brian Baesler and the recommendations of the Medical Executive Committee is the following:

**Initial Appointment:**

Sahani Mandeep, MD – Consulting – Tele/Nephrology

**Reappointments:**

Justin Arnold, CRNA – Advance Practice Professional – Anesthesia

Stacie Migues, FNP – Advance Practice Professional – Family Nurse Practitioner @  
Baldwin Clinic

Geralynn Reine, MD – Consulting – Emergency Medicine

Craig Gauthier, MD – Active – OB/GYN Medicine

Brennan Thibodeaux, PA – Advance Practice Professional – Physician Asst. w/OrthoLa

**Resigning:**

Sara Dennison, MD – Courtesy – Pediatrics

Sergio Munoz, MD – Courtesy – Pediatrics

Richard Vanbergen, MD – Consulting - Radiology

**Ochsner Tele/Medicine – Request to Add**

Lyle Montgomery, MD – Consulting – Tele/Psychiatry

Mr. Robert Raheem requested that the Board approve the initial appointment and the reappointments.

**Dr. Roland Degeyter made a motion to approve the initial appointment of Dr. Sahani Mandeep – Consulting – Tele/Nephrology and the reappointments of Justin Arnold, CRNA – Advance Practice Professional – Anesthesia; Stacie Migues, FNP – Advance Practice Professional – Nurse Practitioner at Baldwin Clinic; Dr. Geralynn Reine – Consulting – Emergency**

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Medicine; Dr. Craig Gauthier – Active – OB/GYN Medicine; and that of Brennan Thibodeaux, PA – Advance Practice Professional – Physician Asst. with OrthoLa with Ms. Didi Battle seconding the motion. The motion carried unanimously.

**1. Discuss and Approve Policies**

**A.1.1 Skin-to-Skin Policy**

Mr. Robert Raheem reported briefly the Skin-to-Skin Contact policy is to provide guidelines to nursing staff on skin-to-skin contact (SSC) with mothers/caregivers and their newborns during the hospital stay.

**A.1.2 Focused & Ongoing Professional Practice Evaluation**

Mr. Robert Raheem stated the Focused & Ongoing Professional Practice Evaluation policy is to ensure practitioners maintain competence and provide safe, high-quality patient care

Mr. Robert Raheem requested that the Board approve the Skin-to-Skin and that of the Focused & Ongoing Professional Practice Evaluation policies.

**Dr. Roland Degeyer made a motion to approve the Skin-to-Skin and the Focused & Ongoing Professional Practice Evaluation policies with Ms. Didi Battle seconding the motion. The motion carried unanimously.**

**VIII. FINANCE REPORT**

**A. April 2025 Financial Report**

Ms. Mary Bevier presented the Financial Report ended April 2025 above budget with \$165K Excess of Revenues over Expenses. This resulted in the first seven (7) months of the fiscal year's consolidated income of \$388K, compared to a budget of \$80K. She reported that the cash increased by \$489K per Cash Flow statement.

Ms. Mary Bevier discussed April 2025 total patient revenue was \$4.4M. She reported this was above budget by 2%. Compared to prior year (PY) revenues, there was an increase on 10% signaling increased in volumes.

Ms. Mary Bevier reported the total deductions from revenue were above budget and above PY. April's deductions were 54% of total patient revenue, compared to the budgeted 51% and PY of 54%. She noted as a percentage of total patient revenue, it is Medicare and Medicaid adjustments that are higher than budgeted, but it is only 0.7% higher than PY.

Ms. Mary Bevier discussed the balance sheet Operating Cash for April 2025 increased by \$489K when compared to the prior month. The Hospital released \$524K from restricted funds to process payment toward our construction project and recorded receipts of \$1M of special grant funds which are Board restricted for capital projects.

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Ms. Mary Bevier reported the days cash on hand increased to 115 days (3-month trended average). This is a decrease of 5.5 days when compared to prior month. She noted we received the quarterly DPP payment of \$1.3M and this will help our DCOH increase.

Ms. Mary Bevier briefly discussed amending the cost report.

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

**Ms. Didi Battle made the motion to approve the April 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**

- ✓ OR Construction – Essential completed May 5<sup>th</sup>
  - a. air balancing problem – struggling to get good numbers
- ✓ Petition state for survey – all rooms ready
- ✓ Phase II Wellness Center – four (4) month project – started – no issues
- ✓ IP volume – low – typical low this time of the year
- ✓ TeleNeph – tentative start date by August 1<sup>st</sup>
- ✓ Recruiting – still moving forward
- ✓ Business Development – position for hire
- ✓ On June 5<sup>th</sup> – met with Medicaid and Medicare folks (MCO's) – discuss L&D
- ✓ June 26<sup>th</sup> – starts her vacation

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

- ✓ Admissions conversion – ER to Admission – Add Chief of Staff
- ✓ LHA grant – safe patient handling
- ✓ Documentation – help with billing and charges capturing (1-1 training)
- ✓ Dr. Kristi Prejeant – Start June 1<sup>st</sup>
- ✓ Hospital Week – went well for the employees

**D. CHC Management Report**

- ✓ See the attached CHC Board Report

**Dr. Roland Degeyter made the motion to accept the Management Reports with Ms. Didi Battle seconding the motion. The motion carried unanimously.**

**Mr. Don T. Caffery, Jr. made a motion to go into the Executive Session at 6:00 p.m. with Mr. Eugene Foulcard seconding the motion. The motion carried unanimously.**

**X. EXECUTIVE SESSION**

**A. Strategic Planning**

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Mr. Eugene Foulcard made a motion to come out of the Executive Session at 6:15 p.m. with Ms. Didi Battle seconding the motion. The motion carried unanimously.

**XI. ACTION(S) TAKEN**

NONE

**XII. ADJOURN**

With no further business to discuss, Mr. Eugene Foulcard moved with Ms. Didi Battle seconding the motion to adjourn at 6:17 p.m. The motion carried unanimously.

  
Robert Allain, II - Chairman

  
Stephanie A. Guidry, CEO