

**MINUTES OF MEETING
BOARD OF COMMISSIONERS
CALCASIEU CAMERON HOSPITAL SERVICE DISTRICT
d/b/a WEST CALCASIEU CAMERON HOSPITAL
TUESDAY, OCTOBER 22, 2024
11:00 A.M. - BOARD ROOM**

A regular meeting of the Board of Commissioners of Calcasieu Cameron Hospital Service District d/b/a West Calcasieu Cameron Hospital was held on Tuesday, October 22, 2024, in the hospital Board Room. Mr. Bobby LeTard called the meeting to order at 11:00 a.m. Mr. Rick Watson led the group in prayer.

COMMISSIONERS PRESENT: Bob Davidson; Bobby LeTard; Rick Watson; Mark McMurry; Cecil Sanner

COMMISSIONERS ABSENT:

OTHERS PRESENT: Janie Fruge'; Jobie James; Dondra Zaunbrecher; Mike Klenke; Christi Kingsley; Robbin Odom; Matthew Welsh; Thea Tran; JW Peloquin; Dr. Brian Gamborg; John Guilbeaux

GUESTS PRESENT: Tila Stansel

In the first order of business, Mrs. Jobie James, Chief Financial Officer, presented the proposed 2025 budget for West Calcasieu Cameron Hospital. She began with the Strategic Plans for 2025-2028:

Strategic Priorities

- Culture of Innovation
- Organizational Excellence
- Strengthening Community Health
- Sustainability and Long Range Planning

Mrs. James stated the 2025 budget is based on using the period of July 2023 – June 2024; data is compiled using Premier budget software. Consider 2023 audit adjustments when comparing to prior year (retirement and other revenue & expenses). Source of Funds \$99,269,112.00. Use of Funds (1) Expense \$93,460,291.00, (2) Capital \$7,577,930.00, and (3) Use of Reserve \$1,769,037.00. Copies of the proposed 2025 Budget will be available for the public to review. A Public Hearing to consider adoption will be December 10th at noon.

Mrs. James continued with Patient Revenue and Net Revenue, noting a Gross Revenue overall neutral with increases in Endo of 5.0%, and Women's Health of 14.7% and decreases in Home Health of 17.7%. Adjustments to revenue include 68.3% contractual allowance, 2.9% bad debt adjustment for a 71.2% total adjustment to revenue. She cites a 28.8% payment to charge ratio (collection percentage).

As Mrs. James noted, other increases in Operating Revenue will be in Clinic Revenue

which is expected from Primary Care Associates and Anesthesia Services. The budgeted non-patient revenue includes Directed Payments of \$13,146,933.00, and Physician UPL of \$3,619,139.00.

Mrs. James continued with a review of expenses with budgeted staff at 607.20 FTEs whose salaries are 44.8% of the Total Operating Expense. She stated overall Employee Benefits comprise 10.1% of the Total Operating expenses with both Salaries and Benefits accounting for 54.9% of the Total Operating Expense, a 5.3 % increase over the prior year. The employer portion of retirement will be 11.0% (a decrease of .5%) in 2025. Mrs. James discussed Supplies, stating a budgeted 8.0% increase in overall supply costs. There are budgeted increases in Surgery of 18.6%, Laboratory of 10.5% and Pharmacy supplies of 3.8%. We will experience continued Pharmacy cost savings with the 340b program in conjunction with inflation due to supplier projections. We anticipate increases in Other Operating Expenses for Surgery, Marketing, and Laboratory.

Continuing with Operating expenses, Mrs. James reviewed contract employees with an expected decrease of \$432,000.00. There is an anticipated increase in professional fees for Pulmonary Services and Cardiology. There is an expected decrease of \$187,000.00 in interest expense and an expected decrease of \$200,000.00 related to property insurance expense.

Mrs. James noted a tax income in Non-Operating Revenue of \$12,884,474.00 from the Maintenance Tax; and 340b funds from Contract Pharmacy partners. Mrs. James explained Depreciation Expense is calculated under the assumption that all budgeted capital will be purchased in the month requested with monthly Capital Expenditures are estimated at \$7,577,930.00 in the following areas: (1) Infrastructure (2) Information Technology (3) Patient Care (4) Radiology. She reminded those in attendance, that Capital Budget is based on current needs and is not inflated for possible equipment failures. Net Income for 2025 is budgeted at \$1,800,000.00. This concluded the 2025 Budget Presentation. Copies of the Budget will be available for the public to review. A public hearing and adoption of the 2025 Budget will be held in conjunction with the December 10, 2024, Board of Commissioners meeting.

At 11:38 am, Mr. LeTard announced a brief break for lunch.

At 12:06 pm the meeting resumed.

Mrs. Janie Fruge' announced that Tila Stansel received the September CEO Shining Star Award.

Mr. LeTard presented the minutes from the Special Called meeting of the Board of Commissioners held on September 16, 2024, for approval. Mr. Bob Davidson made a motion to approve the minutes as presented. Mr. Mark McMurry seconded the motion. The motion passed unanimously. Next, Mr. LeTard presented the minutes of the September 24, 2024, meeting of the Board of Commissioners. Mr. Bob Davidson motioned to accept the minutes as presented. Mr. Mark McMurry seconded the motion. The motion passed unanimously. Mr. LeTard then announced the Medical Staff Annual Meeting and Social is scheduled for December 6, 2024, at the Pioneer Club and the next meeting of the Board of Commissioners will be held on December 10, 2024. That concluded the Chairperson's Report.

Mrs. Frugé presented the Chief Executive Officer's report. She began with a Capital Outlay update. We received letters of support from Senator Stine and Representative Farnum. Next, Mrs. Fruge' announced that Dane Bolin was appointed as the next Parish Administrator by the Calcasieu Parish Police Jury, replacing Bryan Beam upon his retirement in April, 2025. That concluded the CEO report.

Mrs. Jobie James, Chief Financial Officer, presented the Financial Reports for the hospital through September 30, 2024. She reported a balance of \$16,993,103.44 in cash, compared to \$19,515,903.35 in August. The contributing factors are supplemental payments and a provider tax. Net Income for September was (\$452,764.31) compared to a budget of (\$382,708.00) and \$214,994.05 at this time last year. She continued by reporting that Census Days were 474 compared to a budget of 648 and 648 this time last year. Mrs. James continued by presenting the Internal Audit Schedule, summary and dashboards. Mrs. Thea Tran then presented the third quarter HCAHPS report. That concluded the Financial Report.

Mr. JW Peloquin then gave a Facilities Report. He presented the following items to be declared as surplus for October:

- 1) Two sets of double ovens
- 2) metal bed parts
- 3) Germfree model VF-64USP
- 4) Pill pack thermal printer
- 5) Twenty P-tac AC's
- 6) anesthesia cart
- 7) Schwinn exercise bike
- 8) Five stretchers
- 9) Neonatal vital monitor
- 10) seven lights on stands
- 11) Magnitude patient monitor
- 12) Natus hearing test monitor
- 13) Masimo sp O2 monitor
- 14) Arrow spray stat
- 15) Kendal foot pump
- 16) vascular doppler
- 17) Medfusion 2001 IV pump
- 18) Ohmeda incubator
- 19) Two defibrillators
- 20) Cardio tech EKG
- 21) Two spot vital signs
- 22) Respironics Bi-pap
- 23) Two Burdick EKGs

Mr. Mark McMurry made a motion to approve the entire list as surplus property, meaning they are no longer useful in the daily operations of the hospital. Mr. Rick Watson seconded the motion. This motion passed unanimously. Mr. Peloquin will now place these items for sale on the Govdeals.com website. That concluded the Facilities Report.

Mrs. Thea Tran presented the High Reliability Report. She began with a report on Rapid Cycle Improvement Activities. (1) Pharmacy - (A) Improving the Use of Barcode Scanning (2) Laboratory – (A) Achieve Blood Culture Contamination Rates Lower than 1%. Next, Mrs. Tran presented the 2023 Clinical Contract Evaluation. There was a motion by Mr. Bob Davidson, seconded by Mr. Rick Watson to approve the Clinical Contract evaluation as presented. The motion passed unanimously. That concluded the High Reliability Report.

Mrs. Thea Tran then presented the Compliance Report. She began with an Ethics Training Completion report. That concluded the Compliance Report.

Mrs. Robbin Odom then presented the Patient Care Report. She began with a report regarding the daily multi-disciplinary review huddle. The team meets to discuss Foley catheter use, infections or pressure injuries identified, and develops action plans to address opportunities identified to reduce these incidents. The team includes: Nursing Unit Leaders, House Supervisors, Pharmacy, and Care Management That concluded the Patient Care Report.

Mr. Mike Klenke presented the IT Report. He reported on the migration from Altera and One Content to the Azure Platform. That concluded the IT Report.

Mrs. Christi Kingsley presented the Human Resources Report. She reported on fall recruitment activities. That concluded the Human Resources Report.

Mr. Matthew Welsh gave a Marketing/Foundation/Community Impact Report. He began with a recap of recently held fall events. The *Wine Down* event was successful with approximately 350 attendees raising \$48,000.00 – \$50,000.00 in net income. The Ethel Precht Breast Cancer Walk was held this past Saturday. This year there was a 50% increase in online registrations and roughly a 10% increase in profit from the prior year, with a gross profit of approximately \$115,000.00. Mr. LeTard commended all those involved in this event on a job well done. That concluded the Marketing/Community Impact Report.

Mr. Bob Davidson made a motion to approve and accept the Medical Staff appointments, re-appointments, resignations, privileges & FPPE as submitted by the Medical Executive Committee. Mr. Mark McMurry seconded the motion. The motion passed unanimously.

Capital Requests were submitted as follows:

1. Network Fiber Cable – 920 1st Ave: \$13,625.00
There was a motion by Mr. Mark McMurry seconded by Mr. Rick Watson to amend the Budget in the amount of \$13,625.00 and to approve the purchase of the Network Fiber Cable for 920 1st Ave., for \$13,625.00. The motion passed unanimously.
2. Coil Change: Accounting & Medical Records Departments: \$46,500.00
There was a motion by Mr. Bob Davidson, seconded by Mr. Mark McMurry to amend the budget in the amount of \$20,000.00 and to approve the purchase of the coil change not to exceed a cost of \$20,000.00. The motion passed unanimously.
3. Renovations – Vinton Rural Health Clinic: \$67,975.00
There was a motion by Mr. Bob Davidson, seconded by Mr. Rick Watson to amend

the budget in the amount of \$25,975.00 and to approve the renovations to the Vinton Rural Health Clinic for \$67,975.00. The motion passed unanimously.

4. Renovations – 920 1st Ave.: \$248,450.00

There was a motion by Mr. Mark McMurry, seconded by Mr. Bob Davidson to amend the Budget in the amount of \$248,450.00 and to approve the renovations of the 920 1st Ave., Sulphur, property for \$248,450.00. The motion passed unanimously.

5. Renovations – Emergency Department Admitting: \$35,000.00

There was a motion by Mr. Cecil Sanner, seconded by Mr. Bob Davidson, to amend the budget in the amount of \$35,000.00 and to approve the renovations to the Emergency Department Admitting for \$35,000.00. The motion passed unanimously.

Mr. Bob Davidson made the motion at 12:57 pm, seconded by Mr. Mark McMurry to move into Executive Session for the purposes of strategic planning, marketing, and personnel matters in keeping with Louisiana revised Statutes 42:6, 42:6.1, 46: 1073. The motion passed unanimously.

Mr. Mark McMurry made a motion at 1:42 pm to move back into Regular Session. Mr. Rick Watson seconded the motion. The motion passed unanimously.

There being no further business, Mr. Bob Davidson made the motion, seconded by Mr. Cecil Sanner to adjourn the meeting. The meeting was adjourned at 1:43 pm.

Chairman of the Board

Secretary of the Board