

A Regular Meeting of the Facilities Committee of the Board of Commissioners of St. Tammany Parish Hospital Service District No. 1 was held on February 5, 2024, in the Boardroom of St. Tammany Parish Hospital in Covington, Louisiana.

**Members Present**

Mr. James Core, Chairman  
Ms. Kasey Hosch, Member, Board of Commissioners

**Also Present**

Mr. John Evans, Chairman, Board of Commissioners  
Mr. Tom Davis, Member, Board of Commissioners  
Sue Osbon, Ph.D., Senior Vice President, CMO  
Mr. Ed Dillard, Member, Board of Commissioners  
Dr. Merrill Laurent, Medical Staff Representative, Board of Commissioners  
Ms. Joan Coffman, President, and CEO  
Ms. Sharon Toups, Senior Vice President, COO  
Ms. Sandra DiPietro, Senior Vice President, CFO  
Ms. Kerry Milton, Senior Vice President, CNO  
Mr. Craig Doyle, Vice President, Chief Information Officer  
Mr. Randy Willett, Project Management Director  
Mr. Brandon Talley, Support Services, Construction Supervisor  
Mr. Keith Barrè, Architect, FLWB  
Ms. Becky Parks, Architect, FLWB  
Mr. William "Bill" Jones, General Counsel  
Ms. Joy Derise, Recording Secretary

**Members Absent:**

Mr. Wilson Bulloch, III, Member, Board of Commissioners  
Dr. Patrick Torcson, Senior Vice President, CMO  
Ms. Sherry Grady, AVP, Facilities Management and Safety

**Guest(s):**

Ms. Midge Collette, VP/Chief Compliance Officer  
Mr. Laurence Lambert, Vectura Consulting

**CALL TO ORDER** The meeting was called to order at 12:35 p.m. by Mr. James Core, Chairman, Facilities Committee. A quorum was present.

**CONSENT AGENDA** Motion was made by Ms. Hosch, duly seconded by Mr. Core, to accept the items presented under the Consent Agenda without deliberation or discussion. Motion carried without dissent.

**REPORTS – CONSTRUCTION UPDATES**

**Interior Renovations and Additions:**

**Presentation:**

Mr. Barrè reviewed Interior renovation and SSB addition and provided an update on the status of the project. Projects #4 (Endo) and #5 (Neuro) have been removed from this package and alternate provisions are being made by STHS. For Project #2 (Dietary), it is anticipated that STHS will be able to occupy the kitchen late February after punch list work is completed and OPH inspection.

The contractor was provided engineering drawings identifying an improperly installed Reverse Osmosis (RO) Water System that failed and damaged three equipment washers. The new washers are due on February 9 and will be installed the weekend of March 1-3. The contractor has agreed to correct the RO Water installation at no cost to STHS.

Financials:

Randy Willett presented the Financials for the Interior Renovation and Support Services Building Addition. The project budget to date is \$33,660,000. The contract balance to finish (includes Retainage) is \$3,189,000.48.

ASC Project:

Keith Barrè reviewed the construction progress for the ASC project. Photographs are included. The majority of the work remaining is all internal. Currently, awaiting the delivery to the suite of the second generator; there is no change in the schedule anticipated. There is a request for 3 additional rain days in January. Days are confirmed with STHS daily records.

GME – Family Practice Clinic:

Mr. Barrè provided construction progress on the GME/Family Practice Clinic. Photographs are included. Building and Sitework are almost complete. Still waiting on US Postal Service to acknowledge the new address in their system. Target is to occupy by early March, depending on address acceptance and CMS paperwork for license to operate. Connectivity is expected in the next few weeks.

Endoscopy Room No. 1 Renovation Project:

Keith Barrè reported that notice to proceed is yet to be determined based on the delivery of long lead time items. Once deliveries are confirmed, STHS will block procedures for portions of work accordingly. It is anticipated that work will start in early March for work not dependent on long lead items. HVAC upgrade work will likely not start until early June.

Covington Clinic Demolition:

Mr. Barrè reviewed the construction progress. Building demolition has been completed and removed. Contractor is currently removing the concrete slab. Project should be completed by the middle or end of February, weather permitting. The contractor will request approximately four weeks of additional time due to a delay in securing the City of Covington's Demolition Permit and recent wet weather.

**NEW BUSINESS**

STHS Site Review:

Ms. Touns provided an overview of outpatient services, including Outpatient Pavilion (and all of the services it provides), Mandeville Diagnostic Center (all of the services it provides), the Sleep Center, Women's Pavilion (and the services available), Outpatient Therapy & Wellness, YMCA, New Heights, Bone and Joint Clinic, each of the St. Tammany Physician Network offices, and the Specialty Clinics. She highlighted the new services that are coming soon: STPN Pediatrics & Express Care for Kids, and STPN North Covington. A review was provided of other buildings and plans for either moving or occupying.

**EXECUTIVE SESSION** Upon motion by Ms. Hosch, duly seconded by Mr. Core, the Committee entered Executive Session to discuss strategic planning, pursuant to any of the following: (i) LSA-R.S. 42:17 (Exceptions to open meetings), (ii) LSA-R.S. 44:7(D) [Hospital records]; (iii) LSA-R.S. 42:16 (Executive sessions); (iv) The Enhanced Ability to Compete Law (LSA- R.S. 46:1071 et. seq.); or (v) records that relate to the personal privacy of individuals who serve on the Board or at St. Tammany Health System and are protected by the Louisiana Constitution, Article I, Section 5. Of note, there is no public participation.

- Motion Carried Without Dissent.

1:50 p.m. Entered Executive Session

3:00 p.m. Returned to Open Session

**OLD BUSINESS**

Women's and Children's Center of Excellence - Planning

Becky Parks updated the Committee. Schematic design is completed on the first floor. STHS will begin schematic designs for second floor. Progress continues. An artist rendering of what the building will look like upon completion, both during the day and at night, was shared.

Cardiovascular Services – MOB Planning

Ms. Parks is working with a team and continues to tweak the drawings. A co-management meeting with the cardiologists was held recently to select equipment.

725 West 11<sup>th</sup> Avenue (Old Hospice/Home Health)

A letter from fl+WB was shared providing a total cost of the work to be \$2,111,077; a portion of that amount is for the required code upgrade work and a revised timeline was provided. The plans will be finalized and brought back to the Finance & Audit Committee in March for permission to advertise.

Resolution No. 10 Construction Delay Days – ASC & Parking Lot:

Mr. Jones presented Resolution No. 10 for Construction Delay Days- ASC & Parking Lot for 3 additional days in January to recommend forwarding to the Full Board for approval. A motion was presented to approve the resolution and was accepted.

**EXECUTIVE SESSION** Upon motion by Ms. Hosch, duly seconded by Mr. Core, the Committee entered Executive Session to discuss strategic planning, pursuant to any of the following: (i) LSA-R.S. 42:17 (Exceptions to open meetings), (ii) LSA-R.S. 44:7(D) [Hospital records]; (iii) LSA-R.S. 42:16 (Executive sessions); (iv) The Enhanced Ability to Compete Law (LSA- R.S. 46:1071 et. seq.); or (v) records that relate to the personal privacy of individuals who serve on the Board or at St. Tammany Health System and are protected by the Louisiana Constitution, Article I, Section 5. Of note, there is no public participation.

- Motion Carried Without Dissent.

3:15 p.m. Entered Executive Session

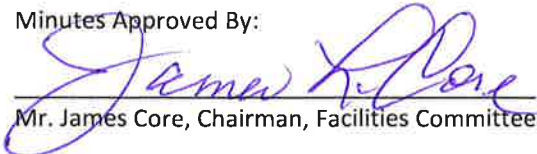
4:35 p.m. Returned to Open Session

MOTION TO ADOPT RESOLUTION, FACILITIES COMMITTEE’S RECOMMENDATION TO APPROVE RESOLUTION NO. 10 REGARDING CONSTRUCTION TIME AND PERMITTED CONSTRUCTION DELAY DAYS FOR THE AMBULATORY SURGERY CENTER AND PARKING LOT; RATIFICATION AT THE BOARD OF COMMISSIONERS MEETING. Motion was made by Ms. Hosch, duly seconded by Mr. Core, Facilities Committee’s recommendation to Approve Resolution No. 10 regarding Construction Time and Permitted Construction Delay Days For The Ambulatory Surgery Center and Parking Lot. Forward to the Board of Commissioners meeting for Ratification.

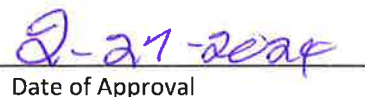
MOTION TO FORWARD TO FINANCE/AUDIT COMMITTEE FOR APPROVAL OF THE MEMO AUTHORIZING MASTER ARCHITECTURAL SERVICES AGREEMENT Motion was made by Ms. Hosch, duly seconded by Mr. Core, to forward to the Finance/Audit Committee for approval of the memo authorizing master architectural services agreement.

The meeting adjourned at 4:50 p.m.

Minutes Approved By:



Mr. James Core, Chairman, Facilities Committee



Date of Approval