

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 11, 2025, in the Boardroom of St. Tammany Parish Hospital in Covington, Louisiana.

Members Present

Mr. Wilson Bulloch, III, Member, Board of Commissioners
Ms. Kasey Hosch, Member, Board of Commissioners
Mr. Ed Dillard, Member, Board of Commissioners

Also Present

Mr. John Evans, Chairman, Board of Commissioners
Mr. Tom Davis, Member, Board of Commissioners
Sue Osbon, Ph.D., Member, Board of Commissioners
Dr. Merrill Laurent, Medical Staff Representative, Board of Commissioners
Mr. Dale Jenkins, Member, 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
Dr. Patrick Torcson, Senior Vice President, CMO
Mr. Craig Doyle, Vice President, Chief Information Officer
Mr. Romie Coursey, Assistant Vice President, Support Services and Safety
Mr. Randy Willett, Project Management Director
Mr. Brandon Talley, Support Services, Director of Plant Operations
Mr. Keith Barrè, Architect, FLWB
Ms. Becky Parks, Architect, FLWB
Mr. William "Bill" Jones, General Counsel
Ms. Kortnie Layrisson, Recording Secretary

Guest(s):

Ms. Midge Collett, Chief Legal Officer
Ms. Kelly Rabalais, Chief Communications Officer
Mr. Tony Lancaster, Construction Manager
Ms. Katie Leonhard, Compliance Specialist
Mr. Jeff Schoen, General Counsel
Ms. Mimi Gaudet, Executive Assistant

Absent:

Mr. Romie Coursey, Assistant Vice President, Support Services and Safety

CALL TO ORDER The meeting was called to order at 12:33 p.m. by Mr. Wilson Bulloch, Chairman, Facilities Committee. A quorum was present. Mr. Dale Jenkins was introduced and welcomed to the Board.

AMENDMENT TO THE AGENDA Mr. Bulloch requested an amendment to the agenda, moving immediately into Executive Session in order to be cognizant of the Executive Session presenters and their time. The board was in agreement of this request.

- A motion was made by Ms. Hosch duly seconded by Mr. Dillard to amend the agenda as presented. Motion Carried Without Dissent

EXECUTIVE SESSION Upon motion by Mr. Dillard, duly seconded by Mr. Davis the Board entered Executive Session to discuss strategic planning and marketing activities and personnel matters and to receive the records and proceedings of the Hospital's medical staff, confidential medical records, medical records statistics, Quality Committee and Safety Council minutes and reports, Medical Staff applications for appointments and reappointments, and any other records and documents related thereto, all 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 Parish Hospital and are protected by the Louisiana Constitution, Article I, Section 5.

- Motion Carried Without Dissent.

12:33 p.m. Entered Executive Session 1:09 p.m. Returned to Open Session

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

CONSTRUCTION UPDATES

STHS Facility and Grounds Maintenance Projects

Presentation:

Mr. Toups presented two colleague recognitions from the Facilities Department and presented that STHS is currently in preparations for Joint Commission Survey. Ms. Toups gave an update on in house projects occurring throughout STHS facilities. A new Facilities Manager was hired to lead maintenance operations for the ASC and offsite locations. Ms. Toups presented the current work order statistics. STHS is currently piloting a visit management system. Mr. Talley gave an update on the backflow issues with the Sterile Processing Department. The facilities depart is conducting colleague surveys for the Plant Operations, Security, and EVS departments to help improve productivity.

Interior Renovations and Additions:

Presentation:

Mr. Barrè and Mr. Willett reviewed Interior renovation and SSB addition and provided an update on the status of the projects. Substantial Completion was filed on January 7, 2025 which initiated the start of the Lien period. The lien period will end on February 21, 2025. The original and final contract costs were reviewed.

Financials:

Mr. 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 \$1,725,265.35. Days added by change order are 309.

ASC Project:

Mr. Barrè and Ms. Toups presented that the LDH inspection took place on January 30, 2025, and the facility was initially approved with no apparent deficiencies. Once further evaluating the inspection, LDH requested additional time to review the facility due to line-of-sight issues in the PACU. Once STHS receives the modified inspection report, appropriate steps will be taken. Once the LDH inspection is approved, the Pharmacy license will be final approval needed before accepting patients. The current target date for first patient is early March.

Human Resources:

Mr. Barrè and Mr. Willett presented the current construction progress with an estimated completion of second quarter 2025. An abatement contractor was hired. There is a 4-week delay attributed to inability to proceed with slab trenching; additional days have been requested by Spartan. There will be slab repairs needed to provide acceptable levelness for new flooring. Photographs of the construction progress were presented.

Pedestrian Safety Action Plan

Mr. Barrè presented that there was a preconstruction meeting held on January 31, 2025. A site walk-thru was held on February 4, 2025, and a notice to proceed was issued for February 24, 2025.

NEW BUSINESS

There was no New Business to come before the Committee.

OLD BUSINESS

Women & Children's Update

Ms. Toups presented that STHS has a meeting scheduled to review Kid's Town Floor Plan. There will be a discussion to revise the first-floor space of the Women & Children's MOB to maintain presence for Education Program Support. The opinion of cost was reviewed.

Infusion Suite Expansion

Ms. Toups presented that there are meetings scheduled to review the layout of the expansion. Once the floor plan is finalized, a production schedule will be discussed with the Construction Management team.

Tower 4th Floor Buildout

Ms. Toups presented that there have been meetings regarding the overall flow and function of the 4th Floor Buildout. The bid process for this project is expected once the garage is underway. The buildout would be expected after the completion of the garage.

EXECUTIVE SESSION Upon motion by Ms. Hosch, duly seconded by Mr. Dillard, 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.

1:35 p.m. Entered Executive Session

3:17 p.m. Returned to Open Session

MOTION TO FORWARD RESOLUTION AUTHORIZING EXECUTION OF A RESTATED LEASE OF CONDO 2X AND 3 TO THE FULL BOARD
A motion was made by Ms. Hosch, seconded by Mr. Dillard, to forward the Resolution Authorizing Execution of the Restated Lease of Condo 2X and 3 to Full Board.

The meeting adjourned at 3:18 p.m.

Minutes Approved By:



Mr. Wilson Bulloch, III, Chairman, Board of Commissioners

02/25/2025
Date of Approval