

A Regular Meeting of the Facilities Committee of the Board of Commissioners of St. Tammany Parish Hospital Service District No. 1 was held on January 14, 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  
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. 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. Joy Derise, Recording Secretary

**Guest(s):**

Ms. Midge Collett, Chief Legal Officer  
Mr. Tony Lancaster, Construction Manager  
Ms. Katie Leonhard, Compliance Specialist

**Absent:**

Mr. Dale Jenkins, Member. Board of Commissioners  
Mr. Craig Doyle, Vice President, Chief Information Officer

**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.

**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.

**REPORTS – CONSTRUCTION UPDATES**

**STHS Facility and Grounds Maintenance Projects**

**Presentation:**

Mr. Coursey presented two colleague recognitions and the continuing work for Joint Commission Survey preparation. STHS is currently in a demonstration period for Verkada, which is a visitor management system. STHS is currently meeting the cleanliness of environment goal. Mr. Talley presented an update on the Sterile Processing Department and the backflow issues. The 2025 goals were discussed along with the top five maintenance projects.

**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. The original contract amount was provided as well as the final contract amount. Certificate of final completion and payment will be issued.

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 \$1,925,187.50. Days added by change order are 164.

ASC Project:

Mr. Barrè presented that the ASC ribbon cutting took place on December 17, 2024. OSFM and OPH have inspected and approved for occupancy. STHS is currently awaiting LDH inspection followed by the Pharmacy license. The current target date for first patient is Mid-February 2025.

Human Resources:

Mr. Barrè and Mr. Willett presented the current construction progress with an estimated completion of second quarter 2025. Impacts to the project included the hiring of an abatement contractor and delay attributed to inability to proceed with slab trenching; additional days have been requested by Spartan. Photographs of the construction progress were presented.

Pedestrian Safety Action Plan

Mr. Barrè presented that the contractor, Cox Parker, is reviewing the construction contract and a contract execution is soon anticipated.

**NEW BUSINESS**

There was no New Business to come before the Committee.

**OLD BUSINESS**

Women & Children's/Parenting Center Update

Ms. Touns presented that STHS is progressing on the Parenting Center moving to Koop Dr. Once the Parenting Center move is confirmed, the layout of the Women and Children's will be further discussed and finalized.

Infusion Suite Expansion

Ms. Touns presented that there are meetings scheduled to review the layout of the expansion, and this project is expected to go through bid process this year.

Tower 4<sup>th</sup> Floor Buildout

Ms. Touns presented that there have been meetings regarding the overall flow and function of the 4<sup>th</sup> 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.

12:57 p.m. Entered Executive Session

3:22 p.m. Returned to Open Session

The meeting adjourned at 3:23 p.m.

Minutes Approved By:



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

01/28/2025  
Date of Approval