Richardson Medical Center
Board of Commissioners
July 31st, 2025

The Board of Commissioners of Richardson Medical Center met for the regular July monthly meeting on July31st, 2025. This meeting covered the agenda for July 2025.

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Members Present: Mr. Bill Worsley, Dr. Addison Thompson, Mr. Jason Bruyninckx, Mr. Oliver Holland, Ms. Phyllis Dorsey, Mrs. Beth Green.

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Members Absent: None

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Others Present: Mr. Karl Broussard, CEO; Mrs. Carmen Sims, COO; Mrs. Donna Eldridge, CFO; Mrs. Brittni Giesbrecht, RN, CCO, Infection Control; Mirandi Spencer, CNO; Ms. Carmel Harring, West Wing Unit Director; numerous community members.

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Prayer and Pledge of Allegiance

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Item 1 Call to Order

The meeting was called to order by Mr. Bill Worsley.

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Item 2 Roll Call

Roll call was taken by Mr. Broussard. All members present.

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Item 3 Public Comment

Time was given for any public comments. No comments were received.

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Item 4. Approval of Agenda

A request was made to review the meeting agenda. A request was made by Dr. Thompson to approve the agenda second by Mrs. Dorsey.

Yeas: All Nays: None Abstain: None
Motion passed.

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Item 5. Approval of Minutes from June 26th meeting. A motion was made by Dr. Thompson, second by Mrs. Green.

Yeas: All Nays: None Abstain: None
Motion passed.

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Item 6. Old Business
There was no old business to discuss.

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Item 7. New Business

Item 7.A. Chairmans Report- No report was given

Item 7.B. Mr. Broussard provided information regarding the planning committee and what can be expected for the upcoming budget approval. The proposed budget will be discussed at the August Board of Commissioners meeting.

Item 7.C. Approval of Provider Credentials

Mr. Broussard provided the following credentials for approval:

- New RMC Privileges
  a. Mirandi Spencer, FNP, Chief Nursing Officer

- Reappointment RMC Privileges
  a. Michael Proctor, MD (Emergency Room/ Hospitalist)

A motion was made by Mrs. Green, second by Mr. Dorsey to approve the provider credentials.

Item 7.D. Compliance

- Mrs. Giesbrecht provided the ER patient survey call backs.
- Mrs. Giesbrecht provided the Infection Control Report (no updates at this time)
- Mrs. Giesbrecht provided the Performance Improvement Update. Performance Improvement Committee will meet to discuss 2nd Quarter 2025 on August 13th, 2025. Report will be provided to Board Members during August meeting.

Item 7.E. Financial Report

- Mrs. Eldridge provided the financial report

A motion was made by Dr. Thompson, second by Mrs. Dorsey to approve the facility financial report.

Yeas: All Nays: None Abstain: None
Motion passed

Item 7.F. Administrators Report updates were provided by Mr. Broussard as follows:

a). Contracts:

1. Elite Professional Services

   Discussion resumed from last meeting regarding the proposed use of Elite Professional Services. During the June Board meeting discussion was tabled until information could be obtained from Elite Professional Services regarding their projected and past success rates and return on investment. This information was provided to the Board Members for review. Upon review it was proposed that we engage Elite Professional Services. This contract will be entered for a 3-year term with a 90-day written out with or without cause. A motion was made by Mrs. Green second by Mrs. Dorsey to approve the Elite Professionals Contract.

   Yeas: All Nays: None Abstain: None
   Motion passed

2. HHS (Custodial Services)

   Mr. Broussard provided information regarding the proposed outsourcing of housekeeping service and supervision to HHS. This contract would allow our current staff to be hired on as employees of HHS. HHS would provide management services, education, and oversite of the housekeeping and janitor services within the facility. A contract with HHS would allow the current housekeeping staff to have a significant raise as well as other employee benefits such as a well-established scholarship program through HHS. A lengthy discussion was made regarding the risk's benefits and costs of outsourcing to this company. Multiple community members present at the meeting provided opinions regarding this proposed transition. At the conclusion of the discussion a motion was made by Mr. Holland second by Dr. Thompson to take a roll call vote.

   Yeas: Mr. Worsley; Mr. Bruyninckx
   Nays: Mr. Holland; Dr. Thompson; Mrs. Green; Mrs. Dorsey
   Abstain: None
   Motion failed

3. i2i Population Health

   Mr. Broussard presented a contract proposal for i2i Population Health Services. This contract would be a contract to work with i2i to extract quality data from the EMR to help meet meaningful use requirements and prove value of care delivery. The company would work with CPSI to extract required reportable data and upload to required platforms. Currently Richardson Medical Center is not a preferred provider to any insurance company due to inability to extract data to prove quality. i2i is providing a grant to cover the cost of subscription for a limited time. The available funds are between $35,000- 70,000. i2i has 2 hospitals to potentially engage to utilize these funds, one being Richardson Medical Center. If the other facility chooses to forgo the opportunity the full $70,000 will become available to Richardson Medical Center to cover 2 years of subscription. If the other hospital engages the opportunity Richardson Medical Center will be awarded $35,000 to cover the cost of 1 year of subscription to the service. This is a 5-year contract. A motion was made by Dr. Thompson second by Mrs. Green to approve the i2i contract.

   Yeas: All Nays: None Abstain: None
   Motion passed

4. Start Clinic Proposal Contract

   Mr. Broussard discussed the upcoming renewal of the Start Community Clinic Contract. The current building is leased under a triple net lease contract. The clinic is located in a flood zone, is outdated, and in need of frequent repairs. The proposal made is to move out of the current lease, which expires soon, and into a newer space. Discussions were made with several property owners/ contractors to assess options. The option that was settled on was a new location in a more visible area. Mason Liles has presented a proposal for a new building on land near the gas station at the Start exit. The building would be approximately 2700sq feet building with 8 exam rooms built to our specifications. Our lease would be with Mr. Liles. The lease would cost $6300.00 a month with a 10-year lease. After a lengthy discussion regarding the available options the decision was made to table this discussion until the next meeting while Dr. Thompson was able to run numbers regarding the lease options.

5. Payroll Services (ADP)

   Mr. Broussard presented a contract for Payroll Services from ADP. Our current payroll services vendor that works through CPSI (our current EMR) will no longer exist soon. This contract will be the new vendor to provide the payroll services. The cost of ADP is an increase to current company however; they will incorporate products that we are currently paying separate for ending in an overall cost savings. This contract has a 90-day written notice out. A motion was made by Mrs. Dorsey to accept the presented contract with ADP Payroll Services a second by Mrs. Green.

   Yeas: All Nays: None Abstain: None
   Motion passed

6. Community Infusion Services

   In 2023 this vendor proposed to RMC the start of an Infusion Clinic on the Richardson Medical Center campus. The return on investment information was provided to administration but no steps were ever taken to pursue the endeavor. Discussion was made regarding the risks, benefits, and potential utilization/ revenue. Currently patients are having to travel to Ruston or Jackson for the majority of these infusion services. This contract would be entered into on a 5-year agreement with a 90-day written. A motion was made by Mrs. Dorsey to accept the Community Infusions Services contract second by Mrs. Green.

   Yeas: All Nays: None Abstain: None
   Motion passed

7. Moebiz

   Richardson Medical Center currently uses two separate companies for copiers and printers and then two additional companies for phones and shredding services. Moebiz located in Monroe, LA can provide all of the services bundled into one contract. Under the new contract we would receive new phone and copier equipment without more cost. Discussion was made regarding the change. A motion was made by Mrs. Dorsey second by Mrs. Green to approve the contract contingent on the terms of out being reviewed to ensure we can use the recent service failure as a condition for out without requiring an additional buyout. The approval was made pending the verification that no buyout is required under the current contract terms. Mr. Broussard will verify before changing service providers, if buyout is required services will not be moved to Moebiz.

Yeas: All Nays: None Abstain: None
Motion passed

8. GE

Discussion was made during the June Board of Commissioners meeting regarding the potential to obtain Dr. Chaudry's Cath Lab equipment by assuming the note from GE. Richardson Medical Center would be assuming the payments in total of $10,469.48. Our first payment would be due 11/01/2025. We would still have to retrofit the Cath Lab for the new equipment and have the equipment moved. These two projects would be additional cost to the total of payments. Due to this not being a cash transaction, the contract does not have any terms or out agreements. A motion was made by Dr. Thompson, second by Mrs. Green to take a roll call vote for approval.

Yeas: Mr. Worsley; Mrs. Green; Mrs. Dorsey; Dr. Thompson Nays: None Abstain: Mr. Holland; Mr. Bruyninckx
Motion passed

- b). Mr. Broussard discussed an administrative education opportunity that he would like to partake in. The requested course is the National Rural Hospital CEO Certification. The course is a 6-month online certification course and the cost is $9000.00. A motion was made by Dr. Thompson, second by Mrs. Green to approve the request for education.

  Yeas: All Nays: None Abstain: None
  Motion passed

- c). Mr. Broussard requested approval of the organizational chart that was presented at the June 2025 meeting. After discussion the board members requested to table the discussion until the August 2025 meeting.
- d). A request was made by Mr. Broussard to approve the resolution to engage the Health Law Center/ Jack Stolier in the organization of the Richardson Medical Center foundation that would be utilized to explore Market Tax Credits in the future with the potential of working toward building a new hospital facility. In addition to creating this foundation the Health Law Center would work to make the current foundation compliant to receive grants. A motion was made by Mrs. Green second by Mr. Holland.

  Yeas: All Nays: None Abstain: None
  Motion passed
- e). Mr. Broussard made a request to adopt the resolution to engage Lester, Mills and Wells for our annual audit. A motion was made by Mrs. Green second by Mr. Holland.

  Yeas: All Nays: None Abstain: None
  Motion passed

- f). Mr. Broussard reviewed the potential Medicaid cuts timeline with the board and discussed potential impact.
- g). Mr. Broussard provided an update that we are currently waiting on one additional bid for the flooring update in ER.
- h). Mr. Broussard provided an update that Mortenson had engaged Care Onsite to provide healthcare services to the Meta site. Mr. Broussard has been in contact with Care Onsite to discuss service lines that Richardson Medical Center is able to provide for care that is not available on site.
- i). Mr. Broussard provided an update regarding overtime policy modification.
- j). Mr. Broussard provided an update regarding the modification of the Chain of Command policy.
- k). Mr. Broussard provided an update in regards to the Employee Health Insurance renewal for the 2026 year. The update had a 2.6% rate increase.
- l). Mr. Broussard provided a copy of the employee list that retains all hires/ fires/ and transfers within the facility. This list will be continually updated and provided on a monthly basis to the Board of Commissioners.

- m). Mr. Broussard provided an update that he is currently working with the State Department of Transportation and the Policy Jury to get hospital signs updated on throughways to ensure hospital routes are clearly marked.
- o). Mr. Broussard discussed the article that was published in the Advertiser concerning rural hospitals.
- p). Mr. Broussard provided an update regarding the hospital marketing and rebrand.

Item 7 G. A motion was made by Dr. Thompson second by Mr. Bruyninckx to adjourn the meeting.

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Item 8. Executive Session. (None Needed)

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Mr. Bill Worsley, Chairman

Karl Broussard, CEO

Date