Richardson Medical Center
Board of Commissioners
October 30th, 2025

The Board of Commissioners of Richardson Medical Center met for the regular October monthly meeting on October 30th, 2025. This meeting covered the agenda for October 2025.

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

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Members Absent: Mrs. Beth Green

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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; Ms. Mirandi Spencer, CNO; Mrs. Barbara Sullivan, Financial Control Manager; Mrs. Lyndi Vincent, Respiratory Director; Mrs. Mandi Clack, Lab Director.

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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 (see attendance above).

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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 Mr. Bruyninckx.

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

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Item 5. Approval of Minutes from September 25th, 2025 meeting.
A motion was made by Dr. Thompson, second by Mrs. Dorsey to approve the minutes.

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. Approval of Provider Credentials

Mr. Broussard provided the following credentials for approval. Al have been previously approved by the Medical Staff.

- New RMC Privileges
  a. Carmel Lee-Ann Haring, FNP, WW/ ICU Director
  b. Oluwatobi O. Ozoya, MD MPH, Delta Pathology

- Reappointment RMC Privileges
  a. Ralph Lee Abraham III, MD- Radiology
  b. Robert Calhoun, MD- Courtesy Staff
  c. Dennis Sullivan, MD Emergency Room
  d. HOA Nguyen, MD- Emergency Room

Item 7.c. Compliance

- Mrs. Giesbrecht provided the ER patient survey call backs.
- Mrs. Giesbrecht provided the Infection Control Report
- Mrs. Giesbrecht provided the Performance Improvement Update. Mrs. Giesbrecht provided the latest minutes of the Performance Improvement Committee and Risk Management Committee quarterly meetings.

Item 7.d. Planning Committee

No discussion outside of regular financial report.

Item 7.e. Financial Report

- Mrs. Eldridge provided the financial report

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

Yeas: All Nays: None Abstain: None
Motion passed

Item 8. Administrators Report updates were provided by Mr. Broussard as follows:

a). Contracts: None

b). Approval of Resolution to use monies from the Property Tax Account for the purchase of three Infusion Center Chairs.

Mr. Broussard presented proposal to purchase 3 Infusion Center Chair using the Property Tax account. The chairs were previously approved at a prior meeting but a motion was not made to utilize the Property Tax Account. The total purchase price of the 3 infusion chairs is $11,099.22. A motion was made by Mr. Bruyninckx second by Dr. Thompson to approve the use of Property Tax Funds for the purchase.

Yeas: All Nays: None Abstain: None
Motion passed

c). Approval of Resolution to obtain a company credit card from B1 Bank.

Mr. Broussard presented a resolution requesting permission to obtain a credit card from B1 Bank. The resolution will allow for 1 credit card to be obtained from B1 for purchases deemed necessary. This card will replace the previous card that was under the name of prior administration. The credit card and purchases will continue to follow the policy for credit card purchases.

Yeas: All Nays: None Abstain: None
Motion passed

d). Approval of Resolution to move forward with fundraising for Safe Haven Baby Box.

Mr. Broussard presented a resolution to move forward with fundraising efforts to support the installation of a Safe Haven Baby Box within the community. This resolution will allow fundraising to begin to raise the necessary funds to install a Safe Haven Baby Box. These funds will be raised through community donations, overseen by Safe Haven and will be required to cover the full cost of the box and installation before approval for installation will be permitted. Richardson Medical Center is already a Safe Haven surrender site. The installation of this box would offer an alternative method of surrender for mothers in crisis allowing for anonymity in infant surrender.

Yeas: All Nays: None Abstain: None
Motion passed

e). Approval of resolution for adjusting board meeting dates.

Mr. Broussard presented the resolution for the request to move the currently scheduled November Board of Commissioners meeting to December 4th and cancel the December scheduled Board of Commissioners meeting. The currently scheduled November meeting is scheduled on Thanksgiving Day and the December meeting is scheduled on Christmas Day. A motion was made by Dr. Thompson and second by Mrs. Dorsey to approve the rescheduling of the November meeting and cancel the December meeting.

Yeas: All Nays: None Abstain: None
Motion passed

f). Approval of Resolution to allow application of the Capital Outlay request.

Mr. Broussard presented the resolution authorizing Brittni Giesbrecht, Chief Compliance Officer/ Grant Writer, to prepare, execute, and submit necessary applications and all required supporting documents to the State of Louisiana for Capital Outlay funding on behalf of Richardson Medical Center.

Yeas: All Nays: None Abstain: None
Motion passed

g). FYI Exempt Employees- Clocking in and out

Mr. Broussard provided information on exempt employees being required to clock in and out. This pertains to salary exempt employees only and would remove the requirement of these employees being required to clock in and clock out. These employees are not eligible for overtime and earn a base rate for a specified set of duties.

h). Employee List

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.

i). FYI Merchant McIntyre Federal Funding Strategy and Grants Grid.

Mr. Broussard provided the Merchant McIntyre Federal Funding Strategy and Grants Grid. This is the grants potential grid developed after the assessment that has been complete by Merchant McIntyre to assist with securing federal funding for Richardson Medical Center through potential grants.

j). Employee Recognition

Mrs. Sims provided employee recognition of multiple employees who have been recognized throughout the month for providing exceptional care or team work to the organization.

k). FYI State Outlay Plan

Mr. Broussard provided information regarding the plan for State Capital Outlay request. This request is being submitted to potentially fund the upgrade of needed equipment within the facility.

l). FYI. Service Line Expansion

Mr. Broussard presented information regarding the potential to seek service line expansion in psychiatry, ENT, and Oncology services. These services are being looked into for potential benefits to the community. Further discussion regarding these expansions will be discussed in detail at future meetings.

m). Approval of Resolution to purchase BCBS/Affinity Clinic

Mr. Broussard requested to move the item listed for executive session into the regular business meeting. The discussion was made around the purchase opportunity of the BCBC/ Affinity Clinic located in Mangham. The clinic business is for sale and Mr. Broussard is recommending Richardson Medical Center and Franklin Medical Center work in partnership to purchase this clinic. Discussion has been made with the State of Louisiana regarding the shared clinic space and licensing requirements. Mangham Hospital Service District has also been approached regarding the proposition. The Board opted to table this discussion until the December 4th Board of Commissioners meeting for further discussion.

Item 9. Executive Session. (None)

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Item 10. A motion was made by Mr. Bruyninckx second by Dr. Thompson to adjourn the regular scheduled meeting.

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Mr. Bill Worsley, Chairman | Karl Broussard, CEO

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Date