Richardson Medical Center
Board of Commissioners
September 25th, 2025

The Board of Commissioners of Richardson Medical Center met for the regular September monthly meeting on September 25th, 2025. This meeting covered the agenda for September 2025.

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

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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; Mr. Ernest Jackson, Housekeeping Manager; Mr. Tyler Neal, Human Resources Manager; Mrs. Barbara Sullivan, Financial Controller; Mr. Steve Adcox, Police Jury Member; Mr. Cecil Redick, Police Jury Member.

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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 Mrs. Green 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 August 28th, 2025 meeting. A request was made to edit item 7.F.j. from Joe Banks flooring to Dupey Flooring. The correct quote was presented at the August board meeting but misspoke of the BID company. A motion was made by Dr. Thompson, second by Mr. Bruyninckx to make the requested amendment and 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 stated there were no credentials for approval.

- New RMC Privileges
    a. None
- Reappointment RMC Privileges
    a. None

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 spoke regarding the recent hospital risk assessment with HSLI which resulted in very few minor corrections.

Item 7.d. Planning Committee

Mrs. Eldrige and Mr. Broussard spoke regarding the approval of the proposed budget and the review of the Strategic Plan Document. A motion was made by Dr. Thompson second by Mrs. Dorsey to approve the proposed budget and strategic plan for the 2026 fiscal year.

Yeas: All Nays: None Abstain: None
Motion passed

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

a). Contracts:

1. Emergency Staffing Solutions Contract Amendment
Mr. Broussard discussed the contract amendment to the Emergency Staffing Solutions Contract. The amendment includes 6 amended items. A motion was made by Mrs. Green to approve the amended items, second by Mr. Bruyninckx.

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

2. Proctor Medical Contract Amendment
Mr. Broussard presented the requested contract amendments to the Proctor Medical Hospitalist Contract. The amendment includes 1 amended item. A motion was made by Mrs. Dorsey second by Mrs. Green to approve the contract amendment.

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

b). Approval of Resolution to Purchase Olympus Pediatric Colonoscope

Mr. Broussard presented proposal to purchase a Pediatric Colonoscope for the surgery department. The current pediatric colonoscope is outdated and does not have needed feasibility features. The proposed purchase amount was $29,995.00. A motion was made by Mrs. Green second by Mrs. Dorsey to approve the purchase of the pediatric colonoscope.

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

An additional motion was made by Mrs. Green second by Mrs. Dorsey to purchase this equipment using funds from the Tax Fund to cover the expense.

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

c). Approval of Resolution to commence procurement process

Mr. Broussard presented a resolution requesting permission to commence the procurement process for the eventual plan of potentially building a new facility to replace the current facility. The resolution would allow Mr. Broussard to begin the process of establishing a municipal advisory and architectural and engineering services to begin assessing the project potential. A motion was made by Dr. Thompson second by Mrs. Green to accept the resolution.

Yeas: All Nays: None Abstain: None
Motion passed

d). Approval of Resolution for Adoption of Louisiana Compliance Questionnaire

Mr. Broussard presented a resolution to accept the adoption of the annual Louisiana Compliance Questionnaire. Each board member was provided with a copy of the questionnaire responses for review. A motion was made by Dr. Thompson second by Mr. Bruyninckx to accept the resolution.

Yeas: All Nays: None Abstain: None
Motion passed

e). Approval for Granting Signature Authority

Mr. Broussard and Mrs. Eldridge provided information on granting signature authority on the Cross Keys Bank Account. This authority would add Donna Eldridge and Barbara Sullivan as signature authority to this account. A motion was made by Mrs. Green second by Dr. Thompson to approve the resolution to update the signature authority.

Yeas: All Nays: None Abstain: None

Motion passed

f). Approval of Resolution to Remove and Grant Signature Authority for First Guaranty Bank Account.

Mr. Broussard and Mrs. Eldridge provided information on removing and granting signature authority on the Guaranty Bank account. This resolution would allow James Barrett and Fred Tolbert (past employees) to be removed from the signature authority and replaced with Donna Eldridge and Barabara Sullivan (current employees). A motion was made by Mrs. Green second by Mrs. Dorsey to accept the resolution for removing and granting signature authority.

Yeas: All Nays: None Abstain: None
Motion passed

g). Stroudwater Associates Chargemaster Review

Mrs. Eldridge provided information regarding engaging Stroudwater Associates for a complete Chargemaster review. The total cost of this project is $18,000. The review will include a complete review of all department charges currently in place and recommendations will be included regarding charge edit updates.

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). 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.

Item 9. Executive Session. (None)

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

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Mr. Bill Worsley, Chairman	Karl Broussard, CEO

Date