

JEFFCARE BOARD OF DIRECTORS AGENDA and MINUTES

Tuesday, February 18, 2025 at 6:30 p.m.

JeffCare Community Health Center

5001 West Bank Expressway, Marrero, LA 70072

Board Members in attendance were as follows:

Mr. Jermaine Baptiste, Mr. Alan Carroll, Ms. Toni Kawash, Ms. Patty Militelo, Ms. Dede Redfearn, Mr. Bill Renaudin, Ms. Dana Tozel

Board Members absent were as follows:

Ms. Jean Isaac

Staff Members in attendance were as follows:

Ms. Chandra Carr-Lamothe, JeffCare Division Director; Ms. Javonna Mercadel, JPHSA Controller; Ms. Susan Landry, JeffCare Executive Assistant.

Guests in attendance were as follows:

Ms. Elizabeth Abshire

1. Order, Attendance, Introduction of Visitors & Staff, Adoption of Agenda
Mr. Renaudin called the meeting to order at 6:50 p.m. and asked for a motion to adopt the agenda as presented. Mr. Baptiste motioned to adopt the agenda as presented. Mr. Carroll seconded the motion. Passed unanimously with 7 votes.
2. Public Comment
None.
3. Board Education
 - A. Division Director Update
 1. Finance Committee Update
Ms. Redfearn provided a recap of the Finance Committee meeting to the full Board and recommended the Board accept the report. Ms. Mercadel reviewed the financial report she was scheduled to present at the January meeting.
 - B. Quality Improvement Assessment
 1. JeffCare Board Goals Update 2Q FY 2024-2025 – deferred from January
 - 90% of Board members are required to complete the FQHC Academy training modules. 75% of members have completed two of the modules and 50% have completed the other two modules.

A handwritten signature in dark ink, appearing to be a stylized 'J' or 'B' followed by a flourish.

- Board members will attend one community forum discussion for Community Linkage. Ms. Landry will search forums for members to attend.
 - Ms. Landry asked Board members to bring ideas to the March meeting for discussion on how to recruit new members.
 - All other goals are at 100%.
2. FQHC Academy Certificate – deferred from January
Ms. Landry presented a certificate to Mr. Baptiste for completing the training module OSV – Preparation for Success.
 3. PQI Committee Update
Ms. Tozel provided a recap of the PQI Committee meeting, including Credentialing and Privileging memos, to the full board and recommended the Board accept the report and the Credentialing and Privileging memos.
4. Required Approvals Agenda
 - A. December Board Meeting Minutes – deferred from January
Mr. Renaudin asked if everyone had reviewed the minutes and if there were any questions. Everyone had reviewed the minutes and there were no questions. Mr. Renaudin asked for a motion to approve the December Board meeting minutes. Ms. Kawash motioned to approve the December Board meeting minutes. Ms. Militello seconded the motion. Passed unanimously with 7 votes.
 - B. JeffCare Budget FY 2024-2025 – deferred from January
Mr. Renaudin noted the Resolution for the JeffCare Budget FY 2024-2025 was read at the December meeting but there was no motion to approve. Mr. Renaudin asked for a motion to approve the JeffCare Budget FY 2024-2025. Ms. Militello motioned to approve the JeffCare Budget FY 2024-2025. Ms. Tozel seconded the motion. Passed unanimously with 7 votes.
 - C. Finance Committee Report
Mr. Renaudin asked for a motion from a Finance Committee member to recommend the full Board accept the Finance Committee report. Mr. Carroll motioned to recommend the full Board accept the Finance Committee report. Ms. Redfearn seconded the motion. Passed unanimously with 7 votes.
 - D. PQI Committee Report
Mr. Renaudin asked for a motion from a PQI Committee member to recommend the full Board accept the PQI Committee report. Ms. Tozel motioned to recommend the full Board accept the PQI Committee report. Ms. Militello seconded the motion. Passed unanimously with 7 votes.
 - E. Credentialing and Privileging Memos
Mr. Renaudin asked for a motion from a PQI Committee member to recommend the full Board accept the Credentialing and Privileging memos.

Ms. Tozel motioned to recommend the full Board accept the Credentialing and Privileging memos. Ms. Militello seconded the motion. Passed unanimously with 7 votes.

F. JPHSA and/or JeffCare – Policies/Plans/Procedures – none for January or February

5. Monitoring Division Director Performance

A. Monitoring Report

1. E.L. 2.2 Treatment of Staff – deferred from January

Mr. Renaudin asked the Board if they assessed the interpretation of E.L. 2.2 Treatment of Staff to be a reasonable interpretation of the policy. The Board affirmed they did. Mr. Renaudin asked for a motion the interpretation of E.L. 2.2 Treatment of Staff is a reasonable interpretation of the policy. Ms. Tozel motioned she assessed the interpretation of E.L. 2.2 Treatment of Staff to be a reasonable interpretation of the policy. Mr. Carroll seconded the motion. Passed unanimously with 7 votes. Mr. Renaudin asked the Board if they felt the data presented in E.L. 2.2 Treatment of Staff indicated compliance with the interpretation presented. The Board affirmed they did. Mr. Renaudin asked for a motion the data presented in E.L. 2.2 Treatment of Staff indicated compliance with the interpretation presented. Ms. Redfearn motioned she felt the data presented in E.L. 2.2 Treatment of Staff indicated compliance with the interpretation presented. Ms. Militello seconded the motion. Passed unanimously with 7 votes.

2. HRSA Chapter 5: Staffing – deferred from January

Mr. Renaudin asked the Board if they assessed the data supports compliance with HRSA Chapter 5: Staffing. The Board affirmed they did. Mr. Renaudin asked for a motion to accept the data supports compliance with HRSA Chapter 5: Staffing. Ms. Militello motioned she assessed the data supports compliance with HRSA Chapter 5: Staffing. Ms. Kawash seconded the motion. Passed unanimously with 7 votes.

3. E.L. 2.6 Asset Protection

Mr. Renaudin asked the Board if they assessed the interpretation of E.L. 2.6 Asset Protection to be a reasonable interpretation of the policy. The Board affirmed they did. Mr. Renaudin asked for a motion the interpretation of E.L. 2.6 Asset Protection is a reasonable interpretation of the policy. Ms. Redfearn motioned she assessed the interpretation of E.L. 2.6 Asset Protection to be a reasonable interpretation of the policy. Ms. Militello seconded the motion. Passed unanimously with 7 votes. Mr. Renaudin asked the Board if they felt the data presented in E.L. 2.6 Asset Protection indicated compliance with the interpretation presented. The

Board affirmed they did. Mr. Renaudin asked for a motion the data presented in E.L. 2.6 Asset Protection indicated compliance with the interpretation presented. Ms. Tozel motioned she felt the data presented in E.L. 2.6 Asset Protection indicated compliance with the interpretation presented. Ms. Militello seconded the motion. Passed unanimously with 7 votes.

6. Monitoring Board Performance

A. Policy Review

1. G.P. 3.0 Global Governance Commitment – deferred from January
2. G.P. 3.2 Board Job Description – deferred from January
3. G.P. 3.8 Board Committee Principles
4. G.P. 3.9 Board Committee Structure

Mr. Renaudin opened discussion on all four policies. There were no changes.

B. Board Member Attendance

Mr. Renaudin thanked the members for their efforts to attend all meetings. The Board unanimously voted Ms. Abshire as a new member.

C. Board Self-Evaluation

Ms. Kawash volunteered to complete the Board Self-Evaluation.

7. Announcements

A. Board Generated Items

B. Next Board Meeting: Tuesday, March 18, 2025 at 6:00 p.m.

JeffCare Community Health Center
3616 S. I-10 Service Rd. W., Metairie, LA 70001

8. Adjournment

Mr. Renaudin asked for a motion to adjourn the meeting. Ms. Tozel made a motion to adjourn the meeting at 7:45 p.m. Ms. Kawash seconded the motion. Passed unanimously with 7 votes.