

# FINAL: APPROVED

PLAQUEMINES PRIMARY CARE, INC.  
REGULAR BOARD MEETING  
December 16, 2025

**Item I. & II. Call to Order & Roll Call:**

**Call to Order and Roll Call-** Brigitte Belair, Board Chairwoman, called a regular meeting of the Board of Directors of Plaquemines Primary Care, Inc. to order at 7:33 p.m. on December 16, 2025, at the Plaquemines Medical Center, 27136 Hwy 23, Port Sulphur, LA. Ranada Mackey-St. Ann conducted the customary roll call of the Board Members and recorded and documented the minutes. The results were as follows.

Keith Espadron:	<u>Absent</u>	Kellen Fincher:	<u>Absent</u>
Brigitte Belair:	<u>Present</u>	Gaynel Baham:	<u>Present</u>
Karen Cook:	<u>Absent</u>	Patra Parker:	<u>Absent</u>
Karen Zegura:	<u>Present</u>	Stanley Gaudet:	<u>Present</u>
Nancy Michel:	<u>Present</u>	Stanley Johnson:	<u>Present</u>

A quorum was declared present.

Also, in attendance were Jennifer Haris, Plaquemines Primary Care; Leslie Prest, Plaquemines Medical Center; Colleen Fisher, Plaquemines Medical Center; Ranada Mackey - St. Ann, Plaquemines Medical Center; Trechel Ronquille, Plaquemines Medical Center; Jennifer Sanger, Plaquemines Medical Center, and Maurice Himes.

**Item III. Invocation:** (Stanley Johnson)

**Item IV: Recitation of the Pledge of Allegiance:** (Stanley Gaudet)

**Item V. Review and Approval of Current Agenda:** (Brigitte Belair)

**Motioned by Mr. Gaudet, seconded by Ms. Michel, to approve the current agenda with the amendment under New Business, adding item C with the introduction of a potential new board member.**

Public Comments: None

**Motion passed: 5 Yeas, 0 Nays, 4 Absent, and 1 present not voting.**

**Item VI. Approval of November Meeting Minutes:** (Brigitte Belair)

**Motioned by Mr. Gaudet, seconded by Ms. Michel, to approve the November 2025 Meeting Minutes as presented.**

Public Comments: None

**Motion passed: 5 Yeas, 0 Nays, 4 Absent, and 1 present not voting.**

**Item VII. Financials:** (Colleen Fisher)

**A. Financial Reports for October 2025**

Ms. Fisher provided a copy of the financial reports for the board to review before the session. During the meeting, Ms. Fisher read the October 2025 financial reports. She discussed the October 2025 Income Graph, the October 2025 Expense Graph, the Budget vs. Actual comparison, 2025 Billing Statistics, the October 2025 Payer Mix, and the Financial Metrics spreadsheet. She asked the board if there were any questions. There were none.

**Motioned by Ms. Michel, seconded by Mr. Johnson, to approve the October 2025 Financials as presented.**

Public Comments: None

**B. 2026 Budget Overview Presentation (Jennifer Harris)**

Ms. Harris provided a copy of PPC's 2026 budget to the Board prior to the meeting for their review. Ms. Harris presented the budget on an accrual basis. There were no questions.

Public Comments: None

**Motioned by Mr. Johnson, seconded by Ms. Zegura, to approve the 2026 Budget as presented.**

**Motion passed: 5 Yeas, 0 Nays, 4 Absent, and 1 present not voting.**

**Item VIII. PPC Medical Director:** (Dr. Maria Cartagena)

Dr. Cartagena was not in attendance.

Public Comment: None

**Item IX. PPC Nurse Practitioners:** (Annette Cotton, NP/Allie Pylant, NP)

Ms. Annette Cotton, NP, nor Ms. Allie Pylant, NP, were not in attendance.

Public Comments: None

**Item X. PMC Medical Director/Assistant Medical Director/Clinical Coordinator:** (Dr. Michael Kotler/Dr. Michael Kotler/Dr. Mohammad Naeem/ Monica Martin, RN)

Neither the Medical Director, Assistant Medical Director, nor the Clinical Coordinator was present at the meeting.

Ms. Prest updated the PPC board that a new CT scanner has been installed at the Urgent Care for use.

Public Comments: None

**Item XI. New Business: (Brigette Belair)**

**A. February 2026 Board Meeting Date (Mardi Gras)**

Mrs. Harris mentioned to the board that the February meeting falls on Mardi Gras day. She asked to move the meeting to avoid confusion. The board discussed and agreed to move the meeting to Thursday, February 19<sup>th</sup>. The board had no questions or comments.

Public Comments: None

**B. Pediatric Mental Health Provider**

Ms. Harris mentioned that she invited Mr. Ronald "Blaine" Grice to introduce himself to the board. She mentioned this was the person she had been speaking with over the last few months regarding Pediatric Mental Health services. She encouraged the board to ask any questions needed for clarification. Mr. Grice joined the meeting via Zoom to express his credentials, education, and compassion for his job/field. He presented the board with his many specifications and thanked them for the warm welcome. The board asked a few questions concerning his adequate capabilities; he explained, and there were no further questions.

Ms. Harris asked for a motion to start negotiating a contract with him for Pediatric Mental Health.

Public Comments: None

**Motioned by Ms. Michel, seconded by Ms. Baham, to approve Ms. Jennifer Harris to negotiate a contract for a pediatric mental health provider.**

**C. Potential New Board Member**

Ms. Harris introduced Mr. Maurice Himes to the board as a potential new board member. She asked him to introduce himself and explain his intentions. He shared some personal details with the board while outlining his plans for service. The board had no questions or comments.

Public Comments: None

**Motioned by Mr. Gaudet, seconded by Ms. Baham, to accept Mr. Maurice Himes as a new PPC Board Member.**

Public Comments: None

**Motion passed: 5 Yeas, 0 Nays, 4 Absent, and 1 present not voting.**

**Item XII. Old Business** (Brigette Belair)

**A. Board Training – 2025 Required Ethics, Cybersecurity, and Sexual Harassment** (Jennifer Harris)

Ms. Harris explained that she needs one board member's training to complete the year. She stated that she will reach out to the member to retrieve her documents. The board had no questions or comments.

Public Comments: None

**B. QI/QA: Review of Clinical Performance Metric** (Jennifer Harris)

Ms. Harris provided the November 2025 QI/QA Clinical Performance Metrics to the Board. PPC had 1,715 unduplicated patients, 104 more than last month's total. The days documented as open were 4 days. Patient satisfaction scores from Clio Health did populate. Ms. Harris stated they were able to obtain data for September, October, and November, but were unsure whether they could retrieve August's data due to the company's changeover. Ms. Harris discussed the breakdown of the same-day closing rate with the board. Ms. Harris explained and broke down the data by month, day, provider, and patient, along with the percentages. There were no other questions or comments.

Public Comments: None

**XIII. Executive Session:** (Brigette Belair)

**A. Strategic Planning, L.A. R.S. 46:1073**

Ms. Harris mentioned that an executive session is not needed; therefore, it has been deferred.

Public Comments: None

**XIV. Adjournment:** (Brigette Belair)

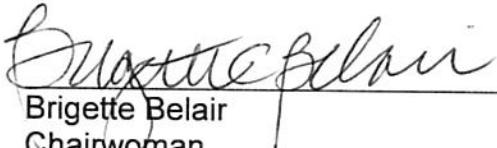
**Motioned by Mr. Gaudet, seconded by Ms. Michel, to adjourn the meeting at 8:15 PM.**

Public Comments: None

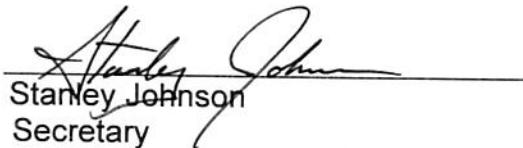
**Motion passed: 5 Yeas, 0 Nays, 4 Absent, and 1 present not voting.**

Attestation

The above and foregoing is an accurate summary of the actions taken by the members of the Board of Directors of Plaquemines Primary Care, Inc., Plaquemines Parish Hospital Service District Number One d/b/a Plaquemines Medical Center, State of Louisiana, at its regular meeting on December 14, 2025.



Brigette Belair  
Chairwoman



Stanley Johnson  
Secretary