

FINAL: APPROVED

**PLAQUEMINES PRIMARY CARE, INC.
REGULAR BOARD MEETING
February 19, 2026**

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

Call to Order and Roll Call- Brigette Belair, Board Chairwoman, called a regular meeting of the Board of Directors of Plaquemines Primary Care, Inc. to order at 7:28 p.m. on February 19, 2026, 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>
Brigette Belair:	<u>Present</u>	Gaynel Baham:	<u>Absent</u>
Karen Cook:	<u>Present</u>	Maurice Himes:	<u>Present</u>
Karen Zegura:	<u>Absent</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; Monica Martin, Plaquemines Medical Center; and LaTonya Hymes- Sam, Plaquemines Medical Center. Dr. Maria Cartagena was present via Zoom.

Item III. Recitation of the Pledge of Allegiance: (Stanley Gaudet)

Item IV: Invocation: (Stanley Johnson)

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

Motioned by Mr. Gaudet, seconded by Ms. Cook, to approve the current agenda as presented.

Public Comments: None

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

Item VI. Approval of January Meeting Minutes: (Brigette Belair)

Motioned by Mr. Gaudet, seconded by Ms. Michel, to approve the January 2026 Meeting Minutes as presented.

Public Comments:

Mr. Stanley Johnson questioned the changes made in the January meeting without notice; he did not see it listed on the agenda. He stated that he was unaware and blindsided by Ms. Patra Parker's removal as a board member. Ms. Belair explained that she was noncompliant and did not complete the required training by December 2025. Ms. Belair also noted that Ms. Parker did not respond to any communications from Ms. Jennifer Harris or Ms. Trechel Ronquille. Ms. Ranada Mackey – St. Ann was asked to confirm whether she had received any responses; she referred to previous messages between herself and Ms. Parker and assured the board that responses had been received. Ms. Belair stated that the decision was made to avoid backlash or negative consequences from higher authority. Ms. Belair stated that Ms. Parker received an email regarding her removal. However, Mr. Johnson stated that he had spoken with her and that she had no emails about this matter, as he did not either. He stated he was simply trying to clarify that it was done correctly, in accordance with policy and procedure, and not impulsively. Mr. Johnson asks that, moving forward, we take better steps in communication and in the steps needed for repercussions. He asks that the email be forwarded to him so he can read it, and that everything stated be reflected in the minutes. Lastly, Mr. Johnson asks the board if there is anything that could be done to reconsider the situation, or if it is too late? He asked whether, given the seriousness of her everyday family life conditions, would there be a chance for her to reclaim her seat on the board? Ms. Belair and Ms. Harris stated that it must go through the FQHC reevaluation and is subject to what is stated in the bylaws. The board discussed their thoughts, and all agreed to move forward in a more responsible way, recognizing that this was necessary to avoid jeopardizing anything.

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

Item VII. Financials: (Colleen Fisher)

A. Financial Reports for December 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 December 2025 financial reports. She discussed the December 2025 Income Graph, the December 2025 Expense Graph, the Budget vs. Actual comparison, 2025 Billing Statistics, the December 2025 Payer Mix, and the Financial Metrics spreadsheet. She asked the board if there were any questions. There were none.

Motioned by Mr. Gaudet, seconded by Ms. Cook, to approve the December 2025 Financials as presented.

Public Comments: None

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

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

Dr. Cartagena mentioned the continued growth of Primary Care, from the new school-

based health center on the Eastbank in Phoenix to the approval of the screen-up grant. Dr. Cartagena mentioned the upcoming Colorectal event and stated that good things are happening.

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

Neither the Medical Director nor the Assistant Medical Director was present at the meeting.

Ms. Martin mentioned a blood drive on March 16th in Belle Chasse from 1 – 5 pm and on April 2nd in Port Sulphur from 1 – 5 pm. She mentioned the next event is in partnership with Primary Care for the Colorectal Cancer event. Flyers will be sent out soon concerning the events.

Public Comments: None

Item XI. New Business: (Brigette Belair)

Ms. Belair asked that all items A – D under New Business be bundled for review and approval.

A. Review and Approval of the HHS 2026 Federal Poverty Guidelines

Mrs. Harris presented the HHS 2026 Federal Poverty Guidelines to the board and noted that the Federal Government publishes them annually, and Primary Care's Sliding Fee is set based on those guidelines.

Public Comments: None

B. Review and Approval of PPC's 2026 Sliding Fee Scale

Ms. Harris explained that it is a nominal fee; if the patient falls under slide A, the cost would be \$20 per medical and preventive dental visit. For pharmacy, the cost would be \$8 per prescription, as long as it is on the formulary. She also noted that the slide had been updated to reflect the 2026 HHS Federal Poverty Guidelines. She then presented the evaluation of the sliding fee program to the board. She asked the board if they had received any feedback regarding the fees, to which no one in attendance stated they had. Ms. Harris also stated that she hadn't received any either.

Public Comments: None

C. Review and Approval of PPC's 2026 Title X Sliding Fee Scale

Ms. Harris presented the 2026 Title X Sliding Fee Scale and noted that this scale differs from the Poverty-Based Sliding Fee Scale because it goes up to 250% of the poverty level and has been updated to reflect the HHS 2026 Federal Poverty Guidelines. Title X funding covers same-day contraceptives and preventative reproductive health services.

Motioned by Mr. Gaudet, seconded by Ms. Cook, to bundle and approve the Federal Poverty Guideline, 2026 Sliding Fee Scale, and the 2026 Title X Fee Sliding Fee Scale as presented.

Public Comments: None

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

D. Review and Approval of PPC's Sliding Fee Scale for Uninsured or Underinsured Patients Policy and Procedure

Ms. Belair and Ms. Harris stated that this would be deferred until next month's meeting, until everyone gets copies.

Public Comments: None

Item XII. Old Business (Brigette Belair)

A. Board Training – NACHC Governance Chap 2: Strategic Board Composition, Recruitment, Orientation, and Engagement (Jennifer Harris)

Ms. Harris expressed that a copy has been given to each board member to read at their own leisure. She stated that if they had any questions, please contact her. The board had no questions or comments.

Public Comments: None

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

Ms. Harris provided the January 2026 QI/QA Clinical Performance Metrics to the Board. PPC had 332 unduplicated patients. The days documented as open were 6.6, but the goal was still met. Patient satisfaction was 99% (11 responses), with zero grievances. 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

C. Update on Mental Health Provider

Ms. Harris explained that she has received the contract back from Jay Lobrano and will send it over to the potential candidate. After Mardi Gras, she plans to follow up with him on his plans.

Public Comments: None

D. Update on School-Based Health Center- Phoenix High School

Ms. Harris mentioned the ribbon-cutting at Phoenix High School last week, which turned out wonderfully. Many individuals were present, including a representative from the Gazette, which led to a great article. Ms. Harris mentioned that services are scheduled to start next Tuesday, February 24th, and will be held on Tuesday and Thursday, but times are still being worked out.

Public Comments: None

E. Review of Code of Conduct/Conflict of Interest Policy and Procedure/Conflict of Interest Disclosure Forms

Ms. Harris mentioned that E was discussed/reviewed last month with no changes. However, a first and second motion was not established.

Motioned by Mr. Gaudet, seconded by Ms. Michel, to accept the Code of Conduct/Conflict of Interest Policy and Procedure/Conflict of Interest Disclosure Forms as presented.

Public Comments: Mr. Stanley Johnson asked how soon the Code of Conduct would be available to the board members for completion. Ms. Belair explained that Ms. Ronquille must complete her class at the end of March before she can offer it to the members. Mr. Johnson offered suggestions to the board members on how to get this completed in a timely manner.

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

XIII. Executive Session: (Brigette Belair)

A. Annual Evaluation of the CEO

Motioned by Mr. Gaudet, seconded by Mr. Himes, to move into Executive Session.

Public Comments: None

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

Convened at: 8:50 PM

Re-Convened Regular Meeting at: 9:31 PM

Ms. Belair asked for a motion to come out of Executive Session.

Motioned by Mr. Gaudet, seconded by Mr. Himes, to reconvene the regular meeting following the Executive Session.

Public Comments: None

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

Ms. Belair asked for a motion to authorize Ms. Leslie Prest to discuss/present in detail Ms. Jennifer Harris's annual evaluation.

Motioned by Ms. Cook, seconded by Mr. Himes, to give Ms. Prest authorization to discuss/present the annual evaluation with Ms. Jennifer Harris.

Public Comments: None

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

XIV. Adjournment: (Brigette Belair)

Motioned by Mr. Gaudet, seconded by Ms. Michel, to adjourn the meeting at 9:32 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 February 19, 2026.



Brigette Belair
Chairwoman



Stanley Johnson
Secretary