

FINAL: APPROVED

PLAQUEMINES PRIMARY CARE, INC. REGULAR BOARD MEETING May 19, 2026

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 6:03 p.m. on May 19, 2026, at the Plaquemines Medical Center, 27136 Hwy 23, Port Sulphur, LA. Hannaha Williams conducted the customary roll call of the Board Members and recorded and documented the minutes. The results were as follows.

Keith Espadron: Absent
Brigitte Belair: Present
Karen Cook: Present
Karen Zegura: Present
Nancy Michel: Absent

Kellen Fincher: Absent
Gaynel Baham: Absent
Maurice Himes: Present
Stanley Gaudet: Present
Stanley Johnson: Present

A quorum was declared present.

Also, in attendance were Colleen Fisher, Plaquemines Medical Center; Hannaha Williams, Plaquemines Medical Center; Leslie Prest, Plaquemines Medical Center; Monica Martin, Plaquemines Medical Center; and Trechel Ronquille, Plaquemines Medical Center; and Dr. Maria Cartagena, Plaquemines Primary Care. Jennifer Harris from Plaquemines Primary Care was present via Zoom.

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 Ms. Cook, seconded by Mr. Gaudet, 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 April Meeting Minutes: (Brigitte Belair)

Motioned by Mr. Gaudet, seconded by Mr. Johnson, to approve the April 2026 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 March 2026

Ms. Fisher provided a copy of the financial reports for the board to review before the session. During the meeting, Ms. Fisher read the March 2026 financial reports. She discussed the March 2026 Income Graph, the March 2026 Expense Graph, the Budget vs. Actual comparison, 2026 Billing Statistics, the March 2026 Payer Mix, and the Financial Metrics spreadsheet. She asked the board if there were any questions. There were none.

Motioned by Ms. Zegura, seconded by Mr. Johnson, to approve the March 2026 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 expressed that everything is good and there is nothing new to report.

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.

Ms. Harris mentioned that last week, primary care staff went to South Plaquemines High School to perform almost 70 school physicals, and the coaches were really appreciative. She now plans to schedule a day at the beginning of next school year to travel to Phoenix High School and complete the kids' physicals there.

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 announced preparations underway for tropical events. She is ensuring that everything is stocked and that all employees have the required paperwork and placards. Ms. Martin mentioned that a few events are coming up in the next couple of months, especially "The Pretty in Pink Social Event" on July 10th.

Public Comments: None

Item XI. New Business: (Brigette Belair)
None

Item XII. Old Business (Brigette Belair)

A. Board Training – NACHC Governance Chap 5: Quality Oversight (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 April 2026 QI/QA Clinical Performance Metrics to the Board. PPC had 1,060 unduplicated patients, 24 more than at this time last year. 65 more than the total at the same time last year. The 8.6 days are documented as open, which is above the goal. Patient satisfaction was 95.6% (16 responses), with zero grievances. The no-show rate has ticked up to 16.75 for the fourth month in a row. 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

XIV. Adjournment: (Brigette Belair)

Motioned by Mr. Gaudet, seconded by Ms. Cook, to adjourn the meeting at 6:23 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 May 19, 2026.


Brigitte Belair
Chairwoman


Stanley Johnson
Secretary