

MINUTES OF THE **ST. BERNARD PARISH HOSPITAL SERVICE DISTRICT MEETING HELD ON WEDNESDAY, MAY 19th, 2010 AT SEVEN (7:00) P.M.** IN ST BERNARD PARISH COUNCIL CHAMBERS, LOCATED AT 8201 WEST JUDGE PEREZ DRIVE, CHALMETTE, LOUISIANA

The Hospital Service District met on Wednesday, May 19, 2010 in the St. Bernard Parish Council Chambers pursuant to notice given to each member and posted in the manner required by law.

The Chairman, Mr. Landry, convened the meeting at 7:12 p.m. and continued with calling the roll.

There were present: Mr. Wayne J. Landry (Chairman), Mr. George Cavnac, Mr. James DiFatta, and Mr. Danny Dysart.

There were absent: None

Also present were: Phil Wendling of Hammes Co.; Frank Folino and Harriet Percy of FMOL

Mr. Landry delivered the invocation.

Mr. DiFatta led the Pledge of Allegiance.

#1

Agenda Item #1

On motion of Mr. Cavnac, seconded by Mr. Chapman, it was moved to approve minutes of the 5/5/10 HSD meeting and enter into the record the following: A letter of no objection from the USACOE; A signed approval letter for the Amended Application from Richard Gray; A letter from Office of Coastal Restoration and Management; An Email correspondence between Kendall Magee and Brian Grubb regarding the Accounting RFP; and a letter from Mark Gates to Pat Forbes regarding the operational budget of the hospital

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

**YEAS:** Cavnac, Chapman, DiFatta, Dysart

**NAYS:** NONE

**ABSENT:** NONE

The Chairman, Mr. Landry, cast his vote as **YEA**

And the motion was declared **ADOPTED** on the 19th day of May, 2010.

#2

Agenda Item #2

On motion of Mr. DiFatta, seconded by Mr. Cavnac it was moved to discuss and make recommendations for various types of insurances needed for the hospital.

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Mr. Folino and Ms. Percy from FMOL gave recommendations on insurance needs for the hospital by creating a list a general insurance needs and times to engage those particular needs.

Mr. Landry asked Mr. Folino who was FMOL recommending from the respondents.

Mr. Folino stated that he was familiar with one of the two respondents, and could help the HSD make a decision and both seemed competent and capable.

Mr. Dysart did not believe that paying \$50,000.00/year for a broker right now was appropriate being that only General Liability Coverage coverage were needed at this point.

Mr. Landry suggested both of the respondents needed to come in and be questioned in regard to what was needed or offered.

Mr. Cavnac agreed with Mr. Dysart and Mr. Landry, that the board should speak to both of the respondents/Brokers and allow them to present their programs to the HSD.

Ms. Percy agreed that was a good idea.

Mr. Chapman asked why the HSD needed a Broker as opposed to going out and acquiring the insurance through an agent on an as need basis.

Ms. Percy replied by saying that the relationship with the Broker would result in a more cost effective program, and would be more advantageous to the district.

Mr. DiFatta thanked FMOL for providing the HSD with the spreadsheet showing general insurance needs, and also agreed with the other board members that the HSD should meet with these Brokers and learn more about the markets, premium fees and structures.

Mr. Landry stated that the insurance respondents should come in and asked Mr. Wendling to contact the insurance brokers and have them come in at 6:00pm.

No Action Necessary

#3

Agenda Item #3

On Motion of Mr. DiFatta, seconded by Mr. Cavnac it was moved to approve issuing the plan review fee of \$705.00 for the State Fire Marshal review as recommended by the Finance Workgroup.

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

**YEAS:** Cavnac, Chapman, DiFatta, Dysart

**NAYS:** NONE

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**ABSENT:** NONE

The Chairman, Mr. Landry, cast his vote as **YEA**

And the motion was declared **ADOPTED** on the 19th day of May, 2010.

#4

Agenda Item #4

On Motion of Mr. DiFatta, seconded by Mr. Cavnac it was moved to approve issuing the plan review fee of \$310.00 for the State Department of Health review as recommended by the Finance Workgroup.

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

**YEAS:** Cavnac, Chapman, DiFatta, Dysart

**NAYS:** NONE

**ABSENT:** NONE

The Chairman, Mr. Landry, cast his vote as **YEA**.

And the motion was declared **ADOPTED** on the 19th day of May, 2010

#5

Agenda Item #5

On motion of Mr. DiFatta, seconded by Mr. Chapman it was moved Motion to approve issuing the LDNR permit fee in the amount of \$33.00 as recommended by the Finance Workgroup.

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

**YEAS:** Cavnac, Chapman, DiFatta, Dysart

**NAYS:** NONE

**ABSENT:** NONE

The Chairman, Mr. Landry, cast his vote as **YEA**.

And the motion was declared **ADOPTED** on the 19th day of May, 2010.

#6

Agenda Item #6

On motion of Mr. DiFatta, seconded by Mr. Cavnac it was moved to approve Eustis Engineering Invoice # 3355 in the amount of \$1200.00 to be paid by HRSA as recommended by the Finance Workgroup.

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The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

**YEAS:** Cavignac, Chapman, DiFatta, Dysart

**NAYS:** NONE

**ABSENT:** NONE

The Chairman, Mr. Landry, cast his vote as **YEA**.

And the motion was declared **ADOPTED** on the 19th day of May, 2010.

#7

Agenda Item #7

On motion of Mr. DiFatta, seconded by Mr. Chapman it was moved to approve Sullivan, Stolier and Resor Invoice #52457 in the amount of \$27,624.89 as recommended by the Finance Workgroup.

Mr. Dysart commented that this bill was a lot of money this particular month and in conjunction with Breazeale Sachse and Wilson's invoice, the HSD was up to \$40,000.00 in legal fees.

Mr. Dysart asked Mr. DiFatta if there were status reports, emails, and any other indicators to show the status of the individual projects that the SSR Law Firm was working on and what could be anticipated in the months to come.

Mr. DiFatta stated that during the Finance Workgroup meetings these items are discussed at length with input from the Chairman, Secretary and other board members who have direct contact with the firm.

Mr. Dysart replied that he did not doubt these items were discussed at workgroup meetings but asked if there were any reports directly prepared by the firm showing status of projects being worked on.

Mr. DiFatta stated that there were several reports and ancillary reports and he wanted the Chairman who is involved intimately day to day to respond to Mr. Dysart's inquiries.

Mr. Landry stated that there were numerous emails that the Secretary had and kept track of, and there was paperwork that evolved from correspondence with the state, Kendall Magee, and the DRU directly that as it's completed, the final results are put into the record of the minutes.

Mr. Dysart stated he did not want to incur more costs by having a report done, but he did want some status of where each project stood.

Mr. Landry stated that the HSD was provided a budget by SSR and that the firm was staying within the bounds of said budget. The budget did include projects and amounts of time spent on each one and what it may entail.

Mr. Dysart said he understood, but still would like a short summary to show status/completion of all projects.

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

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**YEAS:** Cavignac, Chapman, DiFatta, Dysart

**NAYS:** NONE

**ABSENT:** NONE

The Chairman, Mr. Landry, cast his vote as **YEA**.

And the motion was declared **ADOPTED** on the 19th day of May, 2010.

#8

Agenda Item #8

On motion of Mr. DiFatta, seconded by Mr. Chapman it was moved to approve payment of Gresham Smith & Partners Invoice # 0639314 in the amount of \$ 4257.90 (reimbursables) as recommended by the Finance Workgroup

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

**YEAS:** Cavignac, Chapman, DiFatta, Dysart

**NAYS:** NONE

**ABSENT:** NONE

The Chairman, Mr. Landry, cast his vote as **YEA**.

And the motion was declared **ADOPTED** on the 19th day of May, 2010.

#9

Agenda Item #9

On motion of Mr. DiFatta, seconded by Mr. Chapman it was moved to approve St. Bernard Voice Invoice #s 3527 & 3561 in the amount of \$199.00 as recommended by the Finance Workgroup

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

**YEAS:** Cavignac, Chapman, DiFatta, Dysart

**NAYS:** NONE

**ABSENT:** NONE

The Chairman, Mr. Landry, cast his vote as **YEA**.

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And the motion was declared **ADOPTED** on the 19th day of May, 2010.

#10

Agenda Item #10

On motion of Mr. DiFatta, seconded by Mr. Chapman it was moved to approve Times Picayune in the amount of \$153.10 as recommended by the Finance Workgroup.

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

**YEAS:** Cavignac, Chapman, DiFatta, Dysart

**NAYS:** NONE

**ABSENT:** NONE

The Chairman, Mr. Landry, cast his vote as **YEA**.

And the motion was declared **ADOPTED** on the 19th day of May, 2010.

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Agenda Item #11

On Motion of Mr. DiFatta, seconded by Mr. Chapman it was moved to approve Breazeale, Sachse & Wilson Invoice #s 226876, 226877, 226878 in the amount of \$ 11,337.38 as recommended by the Finance Workgroup.

Mr. Landry wanted to state that Mickey Hubbell and Peter Butler of BSW handled the transaction of the Meraux Foundation Donation very well.

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

**YEAS:** Cavignac, Chapman, DiFatta, Dysart

**NAYS:** NONE

**ABSENT:** NONE

The Chairman, Mr. Landry, cast his vote as **YEA**.

And the motion was declared **ADOPTED** on the 19th day of May, 2010.

#12

Agenda Item #12

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On Motion of Mr. DiFatta, seconded by Mr. Chapman it was moved to approve Hammes Invoice # 10907A-12 in the amount of \$68,096.78 as recommended by the Finance Workgroup.

Mr. DiFatta explained that this invoice not only had charges for program management, but also had charges for the MOB Feasibility Study.

Mr. Dysart asked why the reimbursables were so high.

Mr. Wendling stated that the Feasibility Study reimbursables included a physician's dinner for the Physician's interest study, mail outs/postage, and printing expenses for 900 letters. There were 7 trips/travel expenses that were included for Hammes.

Mr. DiFatta stated that it costs approximately \$1000.00 per trip and all costs include were falling within the state level after looking into in very carefully.

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

**YEAS:** Cavnac, Chapman, DiFatta, Dysart

**NAYS:** NONE

**ABSENT:** NONE

The Chairman, Mr. Landry, cast his vote as **YEA**.

And the motion was declared **ADOPTED** on the 19th day of May, 2010.

Mr. Chapman pointed out that on the Facilities and Planning letter, they referenced SBPG as the Police Jury and not the Council.

Mr. Landry stated that the term was interchangeable language in legislation.

#13

## Agenda Item #13

On Motion of Mr. DiFatta, seconded by Mr. Chapman it was moved to accept RFQ's for Program Management and evaluate in Exec. Session.

The Chairman asked that each submitter be read aloud along with when the date and time submitted.

1. Hammes Co.; Dallas, TX
2. Vanir Construction Management; New Orleans, LA
3. All South Engineering; Metairie, LA

All RFQ's were received by the deadline, which was May 17<sup>th</sup> at 10:00am.

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

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**YEAS:** Cavignac, Chapman, DiFatta, Dysart

**NAYS:** NONE

**ABSENT:** NONE

The Chairman, Mr. Landry, cast his vote as **YEA**.

And the motion was declared **ADOPTED** on the 19th day of May, 2010.

On Motion of Mr. Cavignac, seconded by Mr. Chapman it was moved to retire to Executive Session to evaluate the respondents.

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

**YEAS:** Cavignac, Chapman, DiFatta, Dysart

**NAYS:** NONE

**ABSENT:** NONE

The Chairman, Mr. Landry, cast his vote as **YEA**.

And the motion was declared **ADOPTED** on the 19th day of May, 2010.

Without objection, the board returned to regular session.

Mr. Landry stated that because these were RFQ's, there were no prices included, but all 3 were qualified, but needed to be interviewed individually.

Mr. Landry then asked that the 3 respondents be notified to be at the next HSD meeting in order to be interviewed

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Agenda Item #14

Old Business

No Action Necessary

#15

Agenda Item #15

New Business

No Action Necessary

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There being no further business for discussion, the Chairman, Mr. Landry declared the meeting adjourned at 8:24 p.m. on this 19th day of May, 2010.

*Gretchen H. Henry*

Gretchen H. Henry  
Recording Secretary

*Wayne J. Landry*

Wayne J. Landry  
Chairman