

A Regular Meeting of the Facilities Committee of the Board of Commissioners of St. Tammany Parish Hospital Service District No. 1 was held on September 9, 2025, in the Boardroom of St. Tammany Parish Hospital in Covington, Louisiana.

**Members Present**

Mr. Wilson Bulloch, III, Facilities Chairman, Board of Commissioners  
Ms. Kasey Hosch, Board of Commissioners  
Mr. John Evans, Chairman, Board of Commissioners (*proxy for Ed Dillard*)

**Also Present**

Mr. Tom Davis, Board of Commissioners  
Sue Osbon, Ph.D., Board of Commissioners  
Dr. Merrill Laurent, Board of Commissioners  
Mr. Dale Jenkins, Board of Commissioners  
Ms. Joan Coffman, President, and CEO  
Mr. Jack Khashou, Sr. VP, COO  
Ms. Sandra DiPietro, Sr. VP, CFO  
Dr. Patrick Torcson, Sr. VP, CMO  
Ms. Kerry Milton, Sr. VP, CNO  
Ms. Midge Collett, Chief Legal Officer  
Mr. Craig Doyle, VP, Information Systems

Ms. Les Hall, VP Legal Affairs  
Mr. Romie Coursey, AVP, Support Services and Safety  
Mr. Randy Willett, Project Management Director  
Mr. Brandon Talley, Director of Plant Operations  
Mr. Tony Lancaster, Construction Manager  
Mr. Joey Alphonse, Staff Attorney  
Mr. Keith Barrè, Architect, FLWB  
Ms. Becky Parks, Architect, FLWB  
Mr. William Jones, General Counsel  
Ms. Mimi Gaudet, Recording Secretary

**CALL TO ORDER** The meeting was called to order at 12:30 p.m. by Mr. Wilson Bullock, Chairman, Facilities Committee. A quorum was present.

**CONSENT AGENDA** Motion was made by Mr. Evans, duly seconded by Ms. Hosch, to accept the items presented under the Consent Agenda without deliberation or discussion. Motion carried without dissent.

**OLD BUSINESS**

**Cath Lab Conversion/ MOB** [Information] An update on the third floor Medical Office Building renovations was provided by Randy Willett. Construction remains ongoing and is currently 75% complete. A completion deadline is expected in December of this year with occupancy anticipated in late March/early April.

**Medical Waste Enclosure** [Information] The health system's support services portable units, used to store medical and hazardous waste materials, need to be removed and replaced with a fenced, metal structure to house the hazardous waste. Construction on the new structure will begin soon and is expected to last 2-3 weeks, the portable waste containers currently located in the health system's service driveway will be removed once construction is completed.

**Northlake Surgical Associates** [Information] Northlake Surgical Associates will be temporarily occupying the clinic space on W 11<sup>th</sup> Avenue during the construction of the parking garage. Minor construction improvements and IT upgrades are needed; licensure will take place in October, and occupancy is expected in early December.

**Visitor Management Committee Update** [Information] Romie Coursey gave an update on the health system's Visitor Management initiative. Of note, a soft launch on the new visitor management system successfully took place on July 1<sup>st</sup>; two check-in kiosks are currently located in the front lobby with security presence at all times. Additional kiosks will be installed in the Emergency Department this month, with outpatient installations taking place in the near future. Visitor Management analytics were then shared for committee awareness.

**EXECUTIVE SESSION** Upon motion by Mr. Evans, duly seconded by Ms. Hosch, the Committee entered Executive Session to discuss strategic planning, pursuant to any of the following: (i) LSA-R.S. 42:17 (Exceptions to open meetings), (ii) LSA-R.S. 44:7(D) [Hospital records]; (iii) LSA-R.S. 42:16 (Executive sessions); (iv) The Enhanced Ability to Compete Law (LSA- R.S. 46:1071 et. seq.); or (v) records that relate to the personal privacy of individuals who serve on the Board or at St. Tammany Health System and are protected by the Louisiana Constitution, Article I, Section 5.

- Motion Carried Without Dissent.

12:46 p.m. Entered Executive Session


2:20 p.m. Returned to Open Session

**MOTIONS**

1. MOTION TO FORWARD THE STHS INTERNAL CONSTRUCTION MANAGEMENT AT-RISK MANUAL TO THE FULL BOARD FOR APPROVAL, PENDING ADDITIONAL REVISIONS TO THE APPENDIX. Motion was made by Ms. Hosch, duly seconded by Mr. Evans, to forward the STHS Internal Construction Management At- Risk Manual to the full board for approval, pending additional revisions to the appendix. The Motion Carried Without Dissent.
2. MOTION TO SUPPORT THE EXECUTIVE COMMITTEE OF THE BOARD TO AUTHORIZE THE SPENDING OF UP TO \$25,000 TO SUPPORT THE PARKING GARAGE PROJECT. Motion was made by Mr. Evans, duly seconded by Ms. Hosch, to support the Executive Committee of the Board to authorize the spending of up to \$25,000 to support the parking garage project. The Motion Carried Without Dissent.

The meeting adjourned at 2:29 p.m.

Minutes Approved By:

  
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Mr. Wilson Bulloch, III, Facilities Committee Chairman

09/23/2025  
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Date of Approval