



REEVES MEMORIAL MEDICAL CENTER

BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES

FEBRUARY 26, 2026

PROCEEDINGS OF THE BOARD OF COMMISSIONERS OF WARD 3, 4 & 10 HOSPITAL SERVICE DISTRICT #1, THE PARISH OF UNION, STATE OF LOUISIANA, TAKEN AT A SCHEDULED MEETING ON FEBRUARY 26, 2026.

The Board of Commissioners of Ward 3, 4, & 10 Hospital Service District #1 of the Parish of Union, State of Louisiana, met in regular session in person on Thursday, February 26, 2026, at 6:00PM, for the purpose of transacting any and all business, which may be properly brought before the Board of Commissioners.

Members Present: Penya Moses, Chairperson; Jennifer Lenard, Vice Chairperson; Sharon Hays; Mark Deason.

Members Absent: Chris Adkins

Guest Present: David Caston; Robin Adams; Robert Welch; Beth Jones; Keith Guidry; Alex Bonsall.

Ms. Moses called the meeting to order at 6:19. Mr. Caston called roll as follows:

ROLL CALL

Penya Moses: present

Jennifer Lenard: present

Sharon Hays: present

Chris Adkins: absent

Mark Deason: present

PUBLIC COMMENT PERIOD

No public present to comment.

CONSTRUCTION UPDATE – Keith Guidry, Program Services Group

Mr. Keith Guidry reviewed with the Board the latest update. Mr. Guidry noted that there are still a few items left that need to be addressed. He noted that we are holding some of the payment of the balance until these items are taken care of. Once these items are completed the final payment will be issued. The items are not major but need to be addressed before payment is sent. Ms. Moses thanked Mr. Guidry for his services.

REVIEW FOR APPROVAL – Board Meeting Minutes

Mrs. Hays made a motion, seconded by Mrs. Lenard, to approve the Board Meeting Minutes for the December 4, 2025, meeting. The motion carried. No public present for comment.

REVIEW FOR APPROVAL - STATISTICS AND FINANCIALS – Robert Welch, CFO

Mr. Welch reviewed the statistics and financials for December 2025 with the Board. He noted that November 2025 were included in the packet if anyone had any questions. It was noted that there was a loss for the month of December of \$223,599.00 with a gain of \$955,153.00 for the year. Mr. Welch reported that the Cash & Cash Equivalents were down in December by \$1,887,898.00. Days cash on hand for the month are 180. He noted that this excludes construction funds. He stated that it would be 167 if all third-party payables were paid. It was noted that the accounts payable were paid by due date. Mr. Welch reviewed with the Board an update on construction funds. Mrs. Lenard made a motion, seconded by Mr. Deason, to approve the Statistics, Financials and Construction Fund update for November and December 2025. The motion carried. No public present for comment.

REVIEW FOR APPROVAL – CEO Travel for 2026

Mr. Caston reviewed with the Board his expected travel for 2026. Mr. Caston asked for approval to attend LHA and Rural Health Coalition Meetings in Louisiana as well as the Winter Symposium and Summer Conference plus one national conference. He also reminded the Board that due to being on the LHA Board for the next year there will be 4 additional meetings for this appointment. Mrs. Lenard made a motion, seconded by Mrs. Hays to approve the CEO Travel/Conference Expenses for 2026. The motion carried. No public present for comment.

REVIEW FOR APPROVAL – CEO Resolution for Authority to Sign

Mr. Caston reported that there needed to be an updated Resolution for 2026 giving him authority to sign for grants and contracts. Mrs. Hays made a motion, seconded by Mr. Deason, to authorize Mr. David Caston to sign all grants. Mr. Caston is authorized to sign any contracts that do not exceed \$25,000, except for emergent situations, on behalf of Reeves Memorial Medical Center. The motion carried. No public present for comment.

REVIEW FOR APPROVAL – Annual Policy & Procedures

Mrs. Adams reported that all the Policy and Procedure Manuals had been reviewed and updated as needed. Mr. Deason made a motion, seconded by Mrs. Lenard to approve the Policy and Procedure Manuals. The motion carried. No public present for comment.

REVIEW FOR APPROVAL – Annual Contract Reviews

Mrs. Adams reported that all the Annual Contract Reviews had been completed by the appropriate Department Heads. Mr. Deason made a motion, seconded by Mrs. Hays to approve the Annual Contract Reviews. The motion carried. No public present for comment.

ANNUAL BOARD POSITION NOMINATIONS/APPROVAL

Mrs. Lenard made a motion for Ms. Moses to remain as Chairman, seconded by Mr. Deason. The motion carried. No public present for comment. Ms. Moses made a motion for Mrs. Lenard to remain as Vice Chairman, seconded by Mr. Deason. The motion carried. No public present for comment.

REVIEW FOR APPROVAL – Surplus Equipment

Mr. Caston review with the Board the list of Surplus Equipment from the move. Mrs. Lenard made a motion, seconded by Mrs. Hays to approve the list of Surplus Equipment. The motion carried. No public present for comment.

REVIEW FOR APPROVAL – Provider Contracts

Mr. Caston asked if the Board could go into Executive Session for strategic planning and employee relations. Mrs. Lenard made a motion, seconded by Mr. Deason to go into Executive Session at 6:55pm. The motion carried. No public present for comment.

Mr. Caston called roll as follows:

Penya Moses: yes
Jennifer Lenard: yes
Mark Deason: yes
Chris Adkins: absent
Sharon Hays: yes

Mr. Caston noted that all present may remain.

Mrs. Lenard made a motion, seconded by Mr. Deason, to come out of Executive Session at 7:39pm. The motion carried. No public present for comment.

Mr. Caston called roll as follows:

Penya Moses: yes
Jennifer Lenard: yes
Mark Deason: yes
Chris Adkins: absent
Sharon Hays: yes

Mrs. Lenard made a motion, seconded by Mr. Deason, to give Mr. David Caston authorization to enter into contract negotiations and sign contracts with two physicians and to enter into negotiations with a third provider. The motion carried. No public present for comment.

Mr. Deason made a motion, seconded by Mrs. Hays, to approve to adjust the 2026 budget as printed. The motion carried. No public present for comment.

ADMINISTRATION

Mr. Caston reviewed the following items with the Board.

- MRI & Dentistry will start in March
- We can now do Bone Density Testing
- Upcoming Dates
 - April 23, 2026 – Crawfish Boil
 - April 29, 2026 – LHA Day at the Capital

Next Meeting: March 26, 2026
April 30, 2026

Mrs. Lenard made a motion, seconded by Mr. Deason, to adjourn at 7:43PM. The motion carried. No public present for comment.

Board Signature

Secretary to the Board of Commissioners