

**STILLWATER MEDICAL CENTER AUTHORITY  
BOARD OF TRUSTEES  
Regular Meeting, November 19, 2019  
Stillwater Medical Center Honska Conference Center  
5:30 p.m.**

**Present:** Beth Buchanan, Calvin Anthony, Lowell Barto, Dan Duncan and Joe Haney

**Absent:** Dr. Cary Couch and Mayor Will Joyce

**Others:** CEO, Denise Webber, Cara Pence, MD, Steven Cummings, MD, Alan Lovelace, Liz Michael, Steven Taylor, Nat Cooper, Cheryl Wilkinson, Butch Koemel (Koemel Law), Mark Lambert (Lambert Construction) and Cheryl Marshall (minutes)

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**CALL TO ORDER**

Chair, Beth Buchanan, called the meeting to order at 5:31 p.m.

**APPROVAL OF MINUTES**

Anthony moved the Board approve the minutes of the October 22, 2019 regular meeting of the Stillwater Medical Center Authority Board of Trustees as presented. Haney seconded the motion and Anthony, Barto, Haney, Duncan and Buchanan voted in favor of the motion.

Haney moved the Board approve the minutes of the November 8, 2019 special meeting of the Stillwater Medical Center Authority Board of Trustees as presented. Anthony seconded the motion and Haney, Anthony, Duncan, Buchanan and Barto voted in favor of the motion.

**BALANCED SCORECARD REPORT**

CEO, Denise Webber, shared the Scorecard report with the members. She reminded the members that these scores are not a monthly average; they are an average year to date. We continue to work on inpatient satisfaction, and are pleased to see improvement in ED overall satisfaction. Patient falls have decreased. We continue to work to decrease our c-diff rate and to document those cases appropriately. We are doing well on all financial and growth goals.

**REPORTS FROM OFFICERS**

**ACCEPTANCE OF OCTOBER 2019 FINANCIAL REPORT AND NOVEMBER 18, 2019 FINANCE COMMITTEE MINUTES**

Lovelace gave a PowerPoint presentation of the summary of operations for October 2019. Admissions, including rehab, were 379 below budget of 355 and above last year of 282. Average Daily Census, including rehab, was 44, below a budget of 46 and above last year of 37.

Surgeries were 453 for the month. Surgeries at the Surgery Center were 610 for the month, above a budget of 583 and below last year of 659. Emergency room visits were 2,782. Outpatient visits, not including ER visits, were 14,426. Births were 81 for the month, above budget.

Financial assistance was \$1.4M for the month. Salaries and Wages were at \$8.6M. FTE's were 1,375 above budget of 1,310 and last year of 1,217. Benefits were \$1.77M below last year of \$1.78M.

Operating Income for the Hospital is \$2.9M. Operating Income for the Clinics was \$204,000. Operating Income Consolidated is \$3.1M, above budget of \$1.0M and last year of \$974,000.

Operating Income for Perry Memorial Hospital in the month of October is (\$137,000) with a year to date loss in the amount of (\$1.5M).

YTD Operating Income Consolidated is \$14.5M, above budget of \$9.5M and last year of \$10.2M. YTD Operating Margin Consolidated is 9.2%. YTD Non-Operating Revenue is \$10.0M, above budget of \$918,000. YTD Net Income is \$25.5M. The members discussed investment opportunities.

The BancFirst investment account increased to \$56.63M. YTD Simple Return for BancFirst is 12.34%. The benchmark is 15.88%.

Days in Accounts Receivable is 39 days. Days Cash on Hand is 165 days. Cash on hand is \$94.80M, compared to \$72.6M at year end 2018.

Lovelace stated that the Finance Committee members discussed the financials, scorecard and summary of clinic operations. BancFirst updated the Committee on the investment portfolio. The Committee also discussed and recommended approval of the SCW expansion project to be performed by Lambert Construction. They discussed the NMTC and recommended approval of Resolutions 2019-4 and 2019-5.

Anthony moved the Board approve the October financial statements and the November 17, 2019 Finance Committee minutes as presented. Duncan seconded the motion, and Duncan, Barto, Buchanan, Haney and Anthony voted in favor of the motion.

#### **ACCEPTANCE OF THE NOVEMBER 4, 2019 MEDICAL STAFF INTEGRATION COMMITTEE MINUTES**

Nat Cooper updated the members on the items discussed at the November 4, 2019 meeting of the SMC Medical Staff Integration Committee of which minutes were included in the packet.

Barto moved the Board approve the November 4, 2019 Medical Staff Integration Committee minutes as presented. Haney seconded the motion,

and Buchanan, Haney, Barto, Anthony and Duncan voted in favor of the motion.

**ACCEPTANCE OF THE OCTOBER 21, 2019 BOARD OVERSIGHT COMMITTEE MINUTES**

Denise Webber updated the members on the items discussed at the October 21, 2019 meeting of the SMC Board Oversight Committee of which minutes were included in the packet.

Anthony moved the Board approve the October 21, 2019 Board Oversight Committee minutes as presented. Haney seconded the motion, and Anthony, Haney, Duncan, Buchanan and Barto voted in favor of the motion.

**ACCEPTANCE OF THE NOVEMBER 12, 2019 FACILITIES COMMITTEE MINUTES**

Steven Taylor updated the members on the items discussed at the November 12, 2019 meeting of the SMC Facilities Committee of which minutes were included in the packet.

Anthony moved the Board approve the November 12, 2019 Facilities Committee minutes as presented. Duncan seconded the motion, and Duncan, Buchanan, Barto, Anthony and Haney voted in favor of the motion.

**APPROVAL OF ADMINISTRATIVE POLICIES**

Denise Webber shared the suggested changes to the Open Records Act policy.

Anthony moved the Board approve the Administrative policies as presented. Haney seconded the motion, and Anthony, Barto, Haney, Buchanan and Duncan voted in favor of the motion.

**BOARD OF TRUSTEE SELF-ASSESSMENT RESULTS**

Webber expressed appreciation of the members completing the survey. Seven responses were received. All results were positive.

**APPROVAL OF SURGERY CENTER WEST ENDO EXPANSION PROJECT**

Steven Taylor shared that four bids were received, the total amount bid from each and the number of days for completion. While Hoey Construction bid on the project, based on prior SMC job performance, they were not chosen. Lambert Construction was the next lowest bidder; however their number of days to complete the project is higher than the third lowest bid. Total project cost is \$6.19M. Anthony inquired about the budgeted amount being \$5M. Taylor explained that due to a partnership with Bushwood, they will contribute half (approximately \$1.6M) of construction costs for the added building space (expanded area).

Anthony made a motion to approve Lambert Construction's bid for the Surgery Center West Endo Expansion Project at a total cost of \$6,193,924.

Barto seconded the motion, and Anthony, Haney, Duncan, Barto and Buchanan voted in favor of the motion.

**APPROVAL OF RESOLUTION 2019-4**

Lovelace requested the approval to be authorized to execute and deliver the new market tax credit transaction on behalf of the Authority.

Haney moved the Board approve Resolution 2019-4 as presented. Barto seconded the motion, and Buchanan, Anthony, Duncan, Barto and Haney voted in favor of the motion.

**APPROVAL OF RESOLUTION 2019-5**

Lovelace requested the approval to be authorized to execute and deliver documents necessary to approve refinancing on behalf of the Authority.

Haney moved the Board approve Resolution 2019-5 as presented. Duncan seconded the motion, and Duncan, Haney, Anthony, Barto and Buchanan voted in favor of the motion.

**CONSENT AGENDA**

Dr. Pence updated the Board members on the policy change requests Stillwater Medical Center listed on the Consent Agenda. All actions requested have been approved through our Medical Staff Committees.

Duncan moved that Consent Agenda items of Stillwater Medical Center as presented. Haney seconded the motion, and Barto, Haney, Buchanan, Duncan and Anthony voted in favor of the motion.

Steven Taylor updated the Board members on the policy changes and credentialing items for Stillwater Medical - Perry listed on the Consent Agenda. All actions requested have been approved through the Medical Staff Committees.

Anthony moved that Consent Agenda items of Stillwater Medical - Perry be approved as presented. Haney seconded the motion, and Buchanan, Anthony, Barto, Haney and Duncan voted in favor of the motion.

**CEO REPORT**

Denise Webber shared the topics of her CEO Report, which included the following:

**SMC RECOGNIZED FOR TWO 2020 WOMEN'S CHOICE AWARDS!**

Stillwater Medical Center fell in the top 1% of hospitals for the 2020 Women's Choice Award for America's Best Hospitals for Patient Safety and America's Best Hospitals for Emergency Care.

### **SAFETY GRADE RECEIVED FROM LEAPFROG**

SMC has learned that we have received an "A" for our Leapfrog Hospital Safety Grade. This rating focused exclusively on hospital safety.

### **UNITED WAY CAMPAIGN – HUGE SUCCESS!**

We are very proud of our team for contributing \$100,000 to the United Way.

### **TOTAL HEALTH CELEBRATES 15 YEARS AT CURRENT LOCATION**

Total Health hosted a celebration of 15 years at its current location. The celebration was well attended.

### **CPC+ SITE VISIT**

Our team met with Roger Adams, the CPC+ Regional Lead for CMS, to look at ways to improve the program and understand our perspective on what is working well.

### **LEADERSHIP STILLWATER**

We hosted the current Leadership Stillwater Class. Hosting this group is a great way to get our message out to the future leaders of our community.

### **STILLWATER COMMUNITY HEALTH CENTER OPEN HOUSE**

The Stillwater Community Health Center held an Open House and Ribbon Cutting event. They have moved to their new clinic location at 821 S. Pine.

### **SQ 802 - MEDICAID EXPANSION/BLOCK GRANTS**

The number of signatures exceeded the number needed. We expect the expansion to be voted on in July. The legislators are looking at various options to expanding Medicaid.

### **PATIENT COMPLIMENTS AND AREA ANNOUNCEMENTS**

Webbers shared patient compliments and area announcements.

### **EXECUTIVE SESSION**

Barto moved the Board convene to Executive Session according to Title 25, Oklahoma Statutes, §307 (B) of the Oklahoma Open Meeting Act for the purposes of discussing the items on the agenda. Haney seconded the motion, and Haney, Duncan, Anthony, Barto and Buchanan voted in favor of the motion.

Those present in Executive Session included: Board members, Buchanan, Anthony, Barto, Duncan, Haney and Couch as well as CEO, Denise Webber, Nat Cooper, VP Business Development and Community Outreach and Cheryl Marshall, Executive Assistant.

Barto moved the Board return to Open Session. Duncan seconded the motion and Anthony, Haney, Duncan, Barto and Buchanan voted in favor of the motion.

**REPORT FROM THE EXECUTIVE SESSION**

Chairman Buchanan stated that nothing other than what was listed on the agenda had been discussed in Executive Session, and that no votes had been taken.

**NEW BUSINESS**

Prior to the meeting, Board members reviewed the following Medical Staff meeting minutes:

SMC: <i>Medicine Section</i>	<i>10/10/2019</i>
<i>Surgery/Anesthesia Section</i>	<i>10/10/2019</i>
<i>Peer Review Committee</i>	<i>10/2/2019</i>
<i>Infection Control Committee</i>	<i>10/16/2019</i>
<i>Radiology Section</i>	<i>10/30/2019</i>
<i>Peer Review Committee</i>	<i>11/5/2019</i>

*SM – Perry: Medical Staff* *11/13/2019*

**ADJOURN**

There being no further business, Anthony moved that the meeting be adjourned. Haney seconded the motion, and Duncan, Anthony, Barto, Haney and Buchanan voted in favor of the motion. The meeting was adjourned at 6:34 p.m.

  
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Chairman of the Board

  
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Secretary of the Board

**BOARD EDUCATION: TOUR OF THE HEART AND VASCULAR INSTITUTE**

Steven Taylor gave a tour of the Heart and Vascular Institute to all those interested in attending.