

**STILLWATER MEDICAL CENTER AUTHORITY  
BOARD OF TRUSTEES  
Regular Meeting, April 28, 2020  
Stillwater Medical Center West Conference Room  
and via Teleconference  
5:30 p.m.**

**Present:** Calvin Anthony, Lowell Barto and Dan Duncan  
**Via**  
**teleconference:** Beth Buchanan, Joe Haney, 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, Scott Petty, Brian  
Grace and Cheryl Marshall (minutes)

**Via**  
**teleconference:** Malinda Webb, MD, Keith Hufnagel, Shyla Eggers and  
John Koemel

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**CALL TO ORDER**

Chair, Calvin Anthony, called the meeting to order at 5:30 p.m. Anthony stated that those in the room were spaced appropriately and all are wearing their masks. Roll was called, and all Board members were present.

**APPROVAL OF MINUTES**

Barto moved the Board approve the minutes of the February 25, 2020 regular meeting, March 10, 2020 special meeting, March 24, 2020 regular meeting and April 2, 2020 special meeting of the Stillwater Medical Center Authority Board of Trustees as presented. Duncan seconded the motion and Barto, Haney, Duncan, Couch, Buchanan, Anthony and Joyce and voted in favor of the motion.

**BALANCED SCORECARD REPORT**

CEO, Denise Webber, shared the Scorecard report with the members. She explained that due to the crisis, it may not be possible to reach many of the current goals. CMS has lifted reporting restrictions for the first two quarters. Webber asked the Board to consider changing the goals more appropriately later in the year, and they agreed to do so.

**REPORTS FROM OFFICERS**

**MARCH 2020 FINANCIAL REPORT AND APPROVAL OF FEBRUARY 19, 2020. MARCH 18. 2020 AND APRIL 22, 2020 FINANCE COMMITTEE MINUTES**

Lovelace gave a PowerPoint presentation of the summary of operations for March 2020. Admissions, including rehab, were 322 below budget of 355 and last year of 341. Average Daily Census, including rehab, was 41, below a budget of 45 and equal to last year of 41.

Surgeries were 298 for the month, below budget of 450. Surgeries at the Surgery Center were 399 for the month, below a budget of 593.

Emergency room visits were 2,348 below budget of 2,620. Outpatient visits, not including ER visits, were 9,403, compared to 12,162 last year. Births were 60 for the month, below budget of 72.

Financial assistance was \$1.57M for the month. Salaries and Wages were at \$9.0M, below budget of \$9.9M and above last year of \$8.4M. FTE's were 1,488. Benefits were \$2.2M below budget of \$2.37M and last year of \$2.2M.

Operating Income for the Hospitals is (\$1.3M) below budget of \$1.2M. Operating Income for the Clinics was (\$523,000). Operating Income Consolidated is (\$1.8M), below budget of \$1.3M and last year of \$1.2M.

Operating Income for Perry Memorial Hospital is (\$178,000), with a year to date loss of (\$508,000). Operating Income for Blackwell Regional Hospital is (\$151,000), with a year to date loss of (\$253,000).

YTD Operating Income Consolidated is (\$917,000), below budget of \$3.5M and below last year of \$4M. YTD Operating Margin Consolidated is 1.3%, below budget of 4.7%. YTD Non-Operating Revenue is (\$7.9M), below budget of \$190,000 and last year at \$3.7M. YTD Net Income is (\$7M), below budget of \$3.7M and last year of \$7.8M.

The BancFirst investment account decreased to \$50.8M. YTD Simple Return for BancFirst is -12.41%. The Arvest investment account decreased to \$7.3M. YTD Simple Return for Arvest is -12.37%.

Days in Accounts Receivable is 35 days. Days Cash on Hand is 131 days. Cash on hand is \$85.7M.

Lovelace went over the items discussed at the February, March and April SMC Finance Committee meetings of which minutes were included in the packet. Lovelace shared a spreadsheet showing cash projections. Due to the crisis, the hospital had an Operating Loss of (\$1.84M) in March and we are projecting a (\$9.2M) loss in April. Fortunately, our financial position has been strong in the past and offers hope for continued financial stability after the crisis.

Barto moved the Board approve the February 19, 2020 and March 18, 2020 Finance Committee Minutes as presented. Buchanan seconded the motion, and Joyce, Duncan, Barto, Buchanan, Anthony, Couch and Haney voted in favor of the motion.

**APPROVAL OF THE FEBRUARY 26, 2020 MEDICAL STAFF INTEGRATION COMMITTEE MINUTES**

Nat Cooper updated the members on the items discussed at the February 26, 2020 meeting of the SMC Medical Staff Integration Committee of which minutes were included in the packet.

Barto moved the Board approve the February 26, 2020 Medical Staff Integration Committee minutes as presented. Duncan seconded the motion, and Duncan, Buchanan, Anthony, Couch, Barto, Haney and Joyce voted in favor of the motion.

**APPROVAL OF THE APRIL 20, 2020 BOARD OVERSIGHT COMMITTEE MINUTES**

Denise Webber updated the members on the items discussed at the April 20, 2020 meeting of the SMC Board Oversight Committee of which minutes were included in the packet.

Duncan moved the Board approve the April 20, 2020 Board Oversight Committee minutes as presented. Barto seconded the motion, and Anthony, Haney, Duncan, Buchanan, Couch, Joyce and Barto voted in favor of the motion.

**APPROVAL OF COVID-19 CRISIS PPE GUIDELINES**

Denise Webber shared that the CDC has two sets of guidelines for PPE: conventional and critical. The SMC COVID-19 Crisis Guidelines were created to prevent a shortage of PPE. The members reviewed the guidelines.

Barto moved the Board approve the COVID-19 Crisis PPE Guidelines as presented. Buchanan seconded the motion, and Joyce, Barto, Haney, Anthony, Couch, Buchanan and Duncan voted in favor of the motion.

**APPROVAL OF STILLWATER MEDICAL PSYCHIATRY AND COUNSELING RENOVATION**

Nat Cooper shared that the building is located in a private area east of Chili's on Hall of Fame. The space of 4,785 square feet will house Dr. Waller and provide for growth for additional mental health providers.

Barto moved the Board approve Stillwater Medical Psychiatry and Counseling Renovation as presented. Haney seconded the motion, and Barto, Haney, Duncan, Joyce, Couch, Buchanan and Anthony voted in favor of the motion.

**APPROVAL OF RESOLUTION 2020-06**

Keith Hufnagel shared that we plan to employ a physician group, Cimarron Primary Care. We would like to recognize the years of service of their six employees and waive the one-year waiting period for retirement benefits as we have done when bringing on others in the past.

Buchanan moved the Board approve Resolution 2020-06 as presented. Joyce seconded the motion, and Haney, Duncan, Joyce, Couch, Buchanan, Anthony and Barto voted in favor of the motion.

### **CONSENT AGENDA**

Dr. Pence updated the Board members on policy change requests of Stillwater Medical Center listed on the Consent Agenda. All actions listed on the consent agenda were approved through our Medical Staff Committees.

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

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

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

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

Buchanan moved that Consent Agenda items of Stillwater Medical – Blackwell, including policies shared with SMC and SM-Perry, be approved as presented. Haney seconded the motion, and Duncan, Buchanan, Couch, Joyce, Anthony, Barto and Haney voted in favor of the motion.

### **CEO REPORT**

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

### **GRATEFUL FOR OUR STILLWATER COMMUNITY**

We received more than 150 donations from our community members. We thank each and every one for lending a hand to lift the family we call Stillwater Medical. We are very grateful.

### **COVID-19 UPDATE**

#### **Oklahoma Governor's Executive Order – Closure of Non-essential Businesses & Elective Surgeries**

We plan to begin doing elective surgeries on May 4<sup>th</sup>. We expect it to be a somewhat gradual ramp up as we don't anticipate we'll be able to do the

exact same number of services in the same amount of time due to the safety precautions we'll need to add to help prevent the spread of COVID-19.

### **PPE**

We are currently doing very well on PPE. As we move forward with more elective services, we will begin to use more PPE to protect our team and our patients. We will closely watch our inventory levels as our volume begins to return to normal levels.

### **Drug Shortages**

This pandemic has caused major supply chain issues specifically around certain medications. We have an emergency cache of medications for COVID-19. At this time, we don't anticipate medication shortages.

### **STILLWATER MEDICAL CENTER NAMED IN 2020 100 TOP HOSPITALS BY IBM WATSON HEALTH – 3 YEARS IN A ROW!**

We are excited to learn that we were named in the 100 Top Hospitals by IBM Watson for the third year in a row. This was based on higher survival rates, shorter lengths of stay, shorter Emergency Department wait times, lower inpatient expenses and higher patient satisfaction.

### **STILLWATER MEDICAL CENTER NAMED IN 2020 TOP 20 RURAL COMMUNITY HOSPITALS – 2 YEARS IN A ROW!**

We were also named in the Top 20 Rural & Community Hospitals by the National Rural Health Association. The Hospital Strength INDEX® utilizes publicly available data sets to quantify overall hospital performance in eight pillars: Inpatient Market Share, Outpatient Market Share, Quality, Outcomes, Patient Perspective, Cost, Charge and Financial Stability.

### **SMC NAMED IN WOMEN'S CHOICE AMERICA'S BEST 100 HOSPITALS LIST FOR PATIENT EXPERIENCE**

We were thrilled to learn that Stillwater Medical Center is being awarded the 2020 Women's Choice Award for America's 100 Best Hospitals for Patient Experience! This is a significant honor and we couldn't be more proud of our team!

### **THE DAILY OKLAHOMAN RECOGNIZES TWO LONG-TIME STILLWATER MEDICAL NURSES**

The Oklahoman, along with the Oklahoma Nurses Association, recognized two of our nurses: Jerry Oosting and Debbie Shelly. Both are extraordinary staff members and we are so fortunate to have them.

### **CONSTRUCTION UPDATE**

Webber updated the members on the many construction projects underway.

**LEGISLATIVE UPDATE**  
**MEDICAID EXPANSION**

Gov. Kevin Stitt announced April 17<sup>th</sup> that SQ802 would appear on the June 30 ballot, pending verification. For every dollars the state spends in Medicaid expansion, it would be matched with \$9 federal dollars. Governor Stitt is asking Hospitals to pay a portion of the increased cost to our state to fund Medicaid expansion through the existing SHOPP program.

**PATIENT COMPLIMENTS**

Webber directed the members to the compliments behind her report.

**OTHER BUSINESS**

Scott Petty announced that a community member has funded a leadership endowment in honor of Jerry Moeller and Denise Webber. Funds will be distributed annually to those selected by their peers for going above and beyond.

Chairman Anthony expressed his appreciation of the hard work of the SMC staff during this pandemic. The Board agreed to draft a letter of appreciation to SMC staff for their commitment and service to the community.

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

Those present in Executive Session included: Board members, Anthony, Buchanan, Barto, Duncan, Haney, Couch, Joyce and Webb (Medical Staff Liaison) as well as Denise Webber, CEO; Nat Cooper, VP, Business Development and Cheryl Marshall, Executive Assistant.

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

**RETURN FROM THE EXECUTIVE SESSION**

Chairman, Anthony stated that nothing other than what was listed on the agenda had been discussed in Executive Session, and that no votes had been taken. He further stated that he abstained from the discussion of Aerial Anthony.

**NEW BUSINESS**

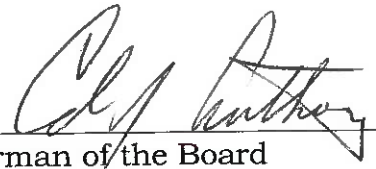
None.

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

SMC:	<i>Surgery/ Anesthesia</i>	2/13/2020
	<i>Medicine Section</i>	2/13/2020
	<i>E-Medical Record Committee</i>	2/28/2020
	<i>OB-PEDS Section</i>	3/5/2020
	<i>Performance Improvement/ Pt Safety</i>	3/9/2020
	<i>Medical Executive Committee</i>	3/11/2020
	<i>Surgery/ Anesthesia Section</i>	3/12/2020
	<i>ED Section</i>	3/12/2020
	<i>Medical Executive Committee</i>	4/8/2019
SM – Perry:	<i>Medical Staff</i>	3/11/2020
	<i>Medical Staff</i>	4/8/2020

**ADJOURN**

There being no further business, Couch moved that the meeting be adjourned. Haney seconded the motion, and Joyce, Barto, Haney, Couch, Duncan, Buchanan and Anthony voted in favor of the motion. The meeting was adjourned at 6:48 p.m.

  
Chairman of the Board

  
Secretary of the Board