

**STILLWATER MEDICAL CENTER AUTHORITY  
BOARD OF TRUSTEES  
Special Meeting, June 23, 2020  
Stillwater Medical Center West Conference Room  
and via Videoconference  
5:30 p.m.**

**Present:** Calvin Anthony, Lowell Barto and Dan Duncan  
**Via video-conference:** 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, Joe Akin, Scott Petty, Vicki Branstetter, Brian Grace, Edred Benton (Cleveland Area Hospital) and Cheryl Marshall (minutes)

**Via video-conference:** Malinda Webb, MD, Shyla Eggers, Leva Swim and John Koemel

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**CALL TO ORDER**

Chair, Calvin Anthony, called the meeting to order at 5:32 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**

Duncan moved the Board approve the minutes of the May 21, 2020 special meeting of the Stillwater Medical Center Authority Board of Trustees and the May 20, 2020 Finance Committee minutes as presented. Barto seconded the motion and Haney, Duncan, Couch, Barto, Buchanan, Anthony and Joyce and voted in favor of the motion.

**BOARD EDUCATION: ONCOLOGY SERVICE LINE EQUIPMENT AND TECHNOLOGY**

Vicki Branstetter, Director of Oncology, shared that after five years of dedication, the Cancer Center is now accredited by the Commission on Cancer, being part of a professional consortium dedicated to improving survival and quality of life for cancer patients. Branstetter shared images from the recently purchased PET/CT. The radiopharmaceutical dose is smaller and can scan the full body in one scan. It has increased resolution and a large bore, which is great for our patients. Our patient volume is growing and we are reaching patients in surrounding communities.

## **REPORTS FROM OFFICERS**

### **MAY 2020 FINANCIAL REPORT/FINANCE COMMITTEE REPORT**

Lovelace gave a PowerPoint presentation of the summary of operations for May 2020. Admissions, including rehab, were 297 below budget of 355. Average Daily Census, including rehab, was 42, below a budget of 46.

Surgeries were 376 for the month, below budget of 404 and above last year of 350. Surgeries at the Surgery Center were 362 for the month, below a budget of 593 and last year of 522.

Emergency room visits were 2,064 below last year of 2,612. Outpatient visits, not including ER visits, were 12,290 above budget of 11,109 and last year of 12,193. Births were 56 for the month, below last year at 71.

Financial assistance was \$1.09M for the month. Salaries and Wages were at \$9.4M, below budget of \$9.69M and above last year of \$8.2M. FTE's were 1,440 below budget of 1,488 and above last year of 1,296. Benefits were \$1.9M below budget of \$2.37M and last year of \$2.2M.

Operating Income for the Hospitals is (\$165,000) below last year of \$1.2M. Operating Income for the Clinics was (\$952,000) compared to last year of \$94,000. Operating Income Consolidated is (\$1.1M), below budget of \$1.1M and last year of \$1.3M.

Operating Income for SM - Perry for May is \$19,000; Blackwell Regional Hospital, (\$116,000).

YTD Operating Income Consolidated is (\$9.2M), below budget of \$5.8M and last year of \$6.4M. YTD Operating Margin Consolidated is -10.4%. YTD Non-Operating Revenue is (\$2.4M), below last year at \$3.2M. YTD Net Income is (\$11.7M), below budget of \$6.2M and last year of \$9.6M.

The BancFirst investment account increased to \$55.8M. YTD Simple Return for BancFirst is -2.78%. The Arvest investment account increased to \$7.8M. YTD Simple Return for Arvest is -5.35%.

Days in Accounts Receivable is 40 days. Days Cash on Hand is 176 days. Cash on hand is \$123M, compared to \$95.2M at year end 2019.

Lovelace shared several additional slides showing the financial effect COVID-19 has had on SMCA's revenue. This information was also share with the Finance Committee, along with the financials and summary of clinic operations.

Barto moved the Board approve the Financial Report and accept the May Finance Committee minutes. Haney seconded the motion, and Buchanan, Duncan, Anthony, Couch, Barto, Haney and Joyce voted in favor of the motion.

## **MEDICAL STAFF INTEGRATION COMMITTEE MEETING REPORT**

Nat Cooper updated the members on the items discussed at the May 27, 2020 Medical Staff Integration Committee meeting. He noted that the physician event was a drive through event outside.

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

## **APPROVAL OF ADMINISTRATIVE POLICIES**

Denise Webber shared the recommended changes of the Notary Public Services and Posting of Documents/Materials policies.

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

## **CONSENT AGENDA**

Dr. Pence updated the Board members on policy change requests and credentialing actions of Stillwater Medical Health System and Stillwater Medical Center listed on the Consent Agenda. Steven Taylor updated the Board members on credentialing action for Stillwater Medical - Perry and policies of Stillwater Medical - Blackwell. All actions listed on the consent agenda were approved through our Medical Staff Committees.

Buchanan moved the Board approve the Consent Agenda items of Stillwater Medical Health System, including Stillwater Medical Center, Stillwater Medical - Perry and Stillwater Medical - Blackwell as presented. Duncan 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:

### **SWEET SURPRISE**

The children of a local day care donated their profits from a lemonade stand to surprise the staff at Stillwater Medical - Perry. They included a note, which simply states "Thank you for saving people". This donation will be used to sponsor an employee activity to boost morale and encourage employee engagement.

### **KEITH HUFNAGEL TO RETIRE NEXT MONTH**

It is bittersweet to share that Keith Hufnagel plans to retire next month. Over his 19 years of service, he has been a foundation to our success through so many positive changes. We wish him the happiest of retirements and sincerely thank him for all he has done for our team.

### **NEW VICE PRESIDENT OF HR SELECTED**

We are pleased to announce that Joe Akin has joined our team as Vice President of Human Resources. Joe is a Stillwater native and a graduate of Oklahoma State University. Joe has held leadership positions in several Stillwater companies, as well as civic and foundation groups. We welcome Joe to our Stillwater Medical family.

### **JEFF MOODY TO RETIRE**

It is with congratulations and sadness that we announce the retirement of Jeff Moody, Maintenance Supervisor. Jeff has been the backbone of the Facilities team for over 28 years. We are holding a surprise parade for him later this week. Jeff is one of kind and we will certainly miss him.

### **2020 OUTSTANDING PATIENT EXPERIENCE AWARD RECEIVED**

Our hospital has been named as a recipient of the 2020 Outstanding Patient Experience Award. This distinction is a reflection of our team's collective dedication to the principles of patient-centric care.

### **COVID-19 UPDATE**

Webber shared that for the month of June, we have had six total COVID-19 positive admissions; two of which were under the age of 65. The daily growth rate of cases in our community is currently trending over six times higher than in late March/early April.

The Payne County Health Department has asked for our help with contact tracing and we expect to begin tracing of our positive employees soon. We are working with the City to share information on a more frequent basis.

We have designated the east wing of the third floor as an additional COVID ICU unit if needed, going from 7 ICU beds to 15. We have 16 vents available and over 80 days of PPE.

In-house quick COVID PCR testing is still limited to ER, symptomatic patients and inpatient testing for our three facilities. Sourcing of these testing supplies is still very limited. We expect approval of antibody testing soon and will offer a free test to our employees as this becomes available.

We are looking at automated temperature screening for our entrances. We plan to reopen visitation soon.

Webber shared the Resolution video with the Board members.

### **CONSTRUCTION UPDATE**

Webber shared an update of all of the current construction projects.

**LEGISLATIVE UPDATE**

Governor Stitt announced that Medicaid Expansion will go out to managed care organizations to receive proposals in the fall.

**STATE QUESTION 802**

The vote for State Question 802 will be June 30<sup>th</sup>.

Webber shared patient compliment and upcoming events.

**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 Duncan, Barto, Anthony, Couch, Joyce, Haney and Buchanan 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. Buchanan 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.

**OTHER BUSINESS**

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

SMC:	<i>Medical Executive Committee</i>	<i>5/13/2020</i>
	<i>Medical Executive Committee</i>	<i>6/10/2020</i>
	<i>Peer Review Committee</i>	<i>6/2/2020</i>
	<i>Surgery/Anesthesia Section</i>	<i>5/14/2020</i>
	<i>ED Section</i>	<i>5/14/2020</i>
	<i>E-Medical Record Committee</i>	<i>5/22/2020</i>
	<i>OB-Peds Section</i>	<i>6/4/2020</i>
SM – Perry:	<i>Medical Staff Committee</i>	<i>6/17/2020</i>

**ADJOURN**

There being no further business, Couch moved that the meeting be adjourned. Barto seconded the motion, and Joyce, Barto, Haney, Couch, Duncan, Buchanan and Anthony voted in favor of the motion. The meeting was adjourned at 6:47 p.m.

Vice Frank A. Barto  
Chairman of the Board

Don Duncan  
Secretary of the Board