

STILLWATER MEDICAL CENTER AUTHORITY
BOARD OF TRUSTEES
Special Meeting, November 16, 2021
Stillwater Medical Center Honska Conference Center
5:30 p.m.

Present: Calvin Anthony, Lowell Barto, Joe Haney, Dan Duncan Beth Buchanan, Gary Clark and Mayor Will Joyce

Absent:

Others: CEO, Denise Webber, Dan Brown, MD, Malinda Webb, MD, Steven Cummings, MD, Alan Lovelace, Nat Cooper, Kayla Isaacs, Steven Taylor, Cheryl Wilkinson, Joe Akin, Michal Shaw, Shyla Eggers, Shelby Foster (MCHU Director), Butch Koemel (attorney), Brian Grace and Cheryl Marshall (minutes)

CALL TO ORDER

Chairman, Calvin Anthony, called the meeting to order at 5:30 p.m.

APPROVAL OF MINUTES

Barto moved the Board approve the minutes of the October 26, 2021, Board of Trustees meeting, the October 20, 2021, Finance Committee and the October 19, 2021, and October 25, 2021, Facilities Committee meetings as presented. Buchanan seconded the motion and Clark, Haney, Buchanan, Barto, Duncan, Joyce and Anthony voted in favor of the motion.

APPROVAL OF THE PURCHASE OF PATIENT BEDS FOR THE MATERNAL CHILD HEALTH UNIT (MCHU)

Shelby Foster, Director, Maternal Child Health Unit shared that our current beds are aged and in need of replacement. Twenty patient beds and eighteen new cribs would replace all the beds on the unit and those needed for expansion of the Women's Center. One complete bid was received from Stryker for \$359,108.01. Bids from Amico and Hill Rom were incomplete and therefore not accepted. The cost for the maintenance contract would be \$58,000. This purchase is budgeted.

Duncan moved the Board approve the purchase the Stryker patient beds/cribs and maintenance contract at a total cost of \$417,108.01. Barto seconded the motion and Buchanan, Anthony, Clark, Joyce, Haney, Duncan and Barto voted in favor of the motion.

BALANCED SCORECARD REPORT

CEO, Denise Webber, shared performance in each category. She was happy to share that the employee opinion survey is complete and we scored at the 92%tile, which is 5-star performance.

REPORTS FROM OFFICERS

OCTOBER 2021 FINANCIAL REPORT/NOVEMBER FINANCE COMMITTEE REPORT

Lovelace gave a PowerPoint presentation of the summary of operations for October 2021. Admissions, including rehab, were 405, above last year of 392. Average Daily Census, including rehab, was 58, above last year of 56.

Surgeries were 423 for the month, below budget of 459 and above last year of 406. Surgeries at the Surgery Center were 524 for the month, above a budget of 398 and last year of 505.

Emergency room visits were 2,562 below budget of 2,596 and above last year of 2,269. Outpatient visits, not including ER visits, were 14,708 above last year of 14,267. Births were 86, above budget of 70 and last year at 72.

Financial assistance was \$1M for the month. Salaries and Wages were at \$11.5M (increase largely due to agency staffing), above budget of \$10.6M and last year of \$10.32M. FTE's were 1,614 below budget of 1,662 and above last year of 1,533. Benefits were \$2.6M above budget of \$2.41M.

Operating Income for the Hospitals is \$2.7M above last year of \$2.28M. Operating Income for the Clinics was (\$954,000) compared to a budget of (\$175,000). Operating Income Consolidated is \$1.76M, above year of \$1.726M.

Operating Income for Stillwater Medical in the month of October is \$2.9M above budget of \$1.7M and last year of \$2.3M. Operating Income for Stillwater Medical Perry in the month of October is (\$101,000) above budget of (\$132,000). Operating Income for Stillwater Medical Blackwell in the month of October is (\$123,000) below budget of (\$16,000).

YTD Operating Margin Consolidated is 5.2%, above budget of 4.5% and last year of -0.5%. YTD Non-Operating Revenue is \$8.3M, above budget of \$436,000 and last year at \$965,000. YTD Net Income is \$22.6M, above budget of \$12.9M and last year of (\$108,000).

The BancFirst investment account increased to \$71.3M. The Arvest investment account increased to \$9.7M. The Commerce investment account increased to \$15.6M.

Days in Accounts Receivable is 45 days. Days Cash on Hand is 186 days. Cash on hand is \$141.3M compared to \$140.7M at year end 2020.

Lovelace answered questions of the Board members. Anthony requested information monthly showing the repayment of debt.

Lovelace shared that the Finance Committee reviewed the financials and summary of clinic operations. They recommended the Board approve the purchase of patient beds for the MCHU unit. BancFirst shared a presentation on SMC's portfolio.

FACILITES COMMITTEE REPORT

Steven Taylor updated the members on the November Facilities Committee meeting. He shared that five construction management firms were interviewed. The Committee was pleased with all five firms and approved each of them.

MEDICAL STAFF INTEGRATION COMMITTEE REPORT

Nat Cooper updated the members on the Medical Staff Integration Committee meeting. He shared an update of each of the specialties being recruited.

Clark made a motion to accept the Financial Report/October Finance Committee minutes, Facilities Committee report and Medical Staff Integration Committee report as presented. Haney seconded the motion, and Anthony, Haney, Barto, Duncan, Joyce, Clark and Buchanan voted in favor of the motion.

REVIEW OF BOARD OF TRUSTEES SELF-ASSESSMENT RESULTS

The Board members reviewed the self-assessment results. No areas of concerns were noted. Webber shared her appreciation of the Board members and offered to meet with them at anytime should they have questions or need additional information.

REVIEW AND POSSIBLE APPROVAL OF PROPOSED 2022 REGULAR SCHEDULED MEETING DATES

The Board reviewed the proposed 2022 regular meeting dates and City of Stillwater meeting planner. The members agreed to meet the fourth Tuesday of each month at 5:30 pm with the exception of November and December due to the holidays. Those meetings are planned to be held on November 29, 2022 and December 20, 2022.

Duncan made a motion to accept the proposed schedule of regular meetings dates, each to begin at 5:30 pm. Haney seconded the motion, and Barto, Buchanan, Haney, Clark, Duncan, Joyce and Anthony voted in favor of the motion.

APPROVAL OF ADMINISTRATIVE POLICIES

Webber shared the proposed changes to the Gain Sharing Program. The members reviewed the COVID-19 Vaccine Guidelines as well as the following policies: vendor selection; clinical policy and procedure development, revision and approval; general format and description of policy and procedure structure; and contract management and review checklist.

Barto made a motion to approve the Administrative Policies as presented. Buchanan seconded the motion, and Buchanan, Duncan, Barto, Joyce, Anthony, Haney and Clark voted in favor of the motion.

CONSENT AGENDA

Dr. Brown updated the Board members on the Consent Agenda items for Stillwater Medical Center. All actions listed on the consent agenda were approved through our Medical Staff Committees.

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

CEO REPORT

Webber shared the CEO Report, which included the following:

STILLWATER MEDICAL TEAM RECEIVES SEVERAL CARECHEX AWARDS

Stillwater Medical received CareChex Top 10 in the Nation in Overall Hospital Care, Overall Surgical Care, General Surgery, Joint Replacement and Major Bowel Procedures.

HONORED TO BE RECOGNIZED BY COWBOY 100

The Cowboy100 was a celebration to honor the 2020 fastest growing OSU graduate owned or led businesses. Stillwater Medical was recognized as number 22. In addition, Stillwater Medical was on the Top 10 list of the highest revenue-generating businesses coming in at number 5.

NECIA KIMBER PROMOTED TO SYSTEM DIRECTOR OF QUALITY AND INFECTION CONTROL

Necia Kimber was promoted to System Director of Quality and Infection Control.

PHYSICIAN APPRECIATION EVENT

The 2021 Physician Appreciation Event was held in October. It was enjoyed by all in attendance.

CERTIFIED MEDICAL-SURGICAL REGISTERED NURSES

Webber shared her appreciation of our Medical-Surgical Registered Nurses who received their certification.

EMPLOYEE FORUMS

Employee Forums were held in late October, early November. It was great to have the opportunity to visit with staff and update them on all the exciting things currently going on and the great things coming up.

UPCOMING BOARD NOMINATING COMMITTEES

Chairman Anthony invited Beth Buchanan and Will Joyce to join him on the Nominating Committee and they accepted.

CEO ANNUAL PERFORMANCE EVALUATION SURVEY

The survey will be sent to the Board members.

OKLAHOMA HOSPITAL ASSOCIATION – CHAIR ELECT

Webber serves on the Board for our State Hospital Association. Starting January 2022, she will serve as the Chair Elect for the OHA for two years and then serve as the Chair for the two following years.

OKLAHOMA HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Webber accepted a nomination to serve as a member of the Oklahoma Homeland Security Regional Advisory Council for Region 2.

UNITED WAY CAMPAIGN – HUGE SUCCESS!

The team at Stillwater Medical has once again stepped up in a big way to support the United Way. We well exceeded our goal of \$95,000!

TRICK OR TREAT EVENT

What a great event! We saw well over 400 cars and over 700 kiddos.

CMS REGULATION CHANGE

CMS announced that COVID-19 vaccines are mandated for all providers regulated by CMS. Medical and religious exemptions are allowed but must be reviewed and documented. Penalties for non-compliance could include termination from Medicare certification.

Patient compliments and area announcements were shared with the members.

OTHER BUSINESS

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

<i>Stillwater Medical Center:</i>	<i>Cancer Committee</i>	<i>9/16/2021</i>
	<i>Infection Control Committee</i>	<i>10/20/2021</i>
	<i>Utilization Review Committee</i>	<i>9/29/2021</i>

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

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

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

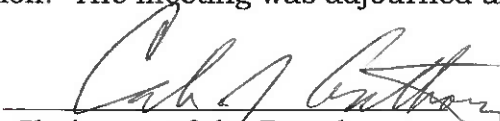
RETURN FROM THE EXECUTIVE SESSION

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.

ADJOURN

There being no further business, Barto moved that the meeting be adjourned. Joyce seconded the motion, and Haney, Duncan, Anthony, Barto, Joyce, Clark and Buchanan voted in favor of the motion. The meeting was adjourned at 6:30 p.m.


Secretary of the Board


Chairman of the Board