



Minutes

Mangum City Hospital Authority Session

March 25, 2025 at 5:30 PM

City Administration Building at 130 N Oklahoma Ave.

The Trustees of the Mangum City Hospital Authority will meet in regular session on DATE, March 25 2025, at 5:30 PM, in the City Administration Building at 130 N. Oklahoma Ave, Mangum, OK for such business as shall come before said Trustees.

CALL TO ORDER

Chairman Vanzant called the meeting to order at 05:30pm.

ROLL CALL AND DECLARATION OF A QUORUM

PRESENT

Trustee Cheryl Lively
Trustee Michelle Ford
Trustee Carson Vanzant
Trustee Lisa Hopper
Trustee Ronnie Webb

ALSO PRESENT

Kelly Martinez
Robyn (via phone)
City Attorney Cory Kendall
City Clerk Steve Kyle

CONSENT AGENDA

The following items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board member (or a community member through a Board member) so requests, in which case the item will be removed from the Consent Agenda and considered separately. If any item involves a potential conflict of interest, Board members should so note before adoption of the Consent Agenda.

Motion made by Trustee Webb, Seconded by Trustee Vanzant.

Voting Yea: Trustee Lively, Trustee Ford, Trustee Vanzant, Trustee Hopper, Trustee Webb

1. Approve February 25, 2025, regular meeting minutes as presented.
2. Approve February 2025 Clinic Report.
3. Approve February 2025 Medical Staff Minutes
4. Approve February 2025 Quality Report
5. Approve February 2025 CCO Report.
6. Approve February 2025 CEO Report.

7. Approve the following forms, policies, appointments, and procedures previously approved, on 03/13/2025 Quality Committee and on 03/20/2025 Medical Staff.

Discussion and Possible Action to Approve the Policy and Procedure: MRMC Patient Responsibility Collection Policy and Bad Debt

Discussion and Possible Action to Approve the Policy and Procedure: MRMC-HIM-018-Incomplete Records Policy

10. Approve the following forms, policies, appointments, and procedures previously approved, on 03/19/2025 by the RHC Quality Committee.

Discussion and Possible Action to Approve the Policy and Procedure: MRMC-RHC-027-Medical Records Policy

Discussion and Possible Action to Approve the Policy and Procedure: MRMC-RHC-Prescribing Controlled Substance Policy

Discussion and Possible Action to Approve the Policy and Procedure: MRMC-RHC-Clinic Closure Procedure

Discussion related to HIM Delinquencies-none to report.

FURTHER DISCUSSION

None.

REMARKS

Remarks or inquiries by the audience not pertaining to any item on the agenda.

None.

REPORTS

15. Financial Report for February 2025

Financial Report given by Adrian Brownen.

February 2025 Financial Statement Overview

- Statistics
 - The average daily census (ADC) for February was 10.98, up 1 day from January and up 1 day from the 2024 average.
 - Acute payor rate for February of Medicare and Medicare Managed Care was 72%. The acute payor rate was 77% for 2024.
 - Swing Bed payor mix for February was 82% for Medicare and 18% for Medicare Managed Care.
 - Patient days for February were at 293 down 62 days from January
- Income Statement Highlights
 - Operating Loss is \$72,000, down \$21,000 from the 2024 monthly average.

- Net patient revenue was \$1 million, a decrease of \$57,000 from 2024 monthly average. 340D was at \$18,000 for February.
- Operating expenses were \$1.4 million, down \$9,000 from the 2024 monthly average.
- Patient days for February were at 293 down 62 days from January.
- Balance Sheet Highlights
 - Cash receipts for February were a little over \$1.8 million, an increase of \$40,000 from the 2024 monthly average.
 - Cash disbursements were \$1.2 million.
 - Cash balance at the February end was \$481,000 providing 10.5 days cash at hand up two days from 2024 average.
- Clinic (RHC Income Statement Highlights)
 - The clinic visits per day were 8.76.
 - The year-to-date revenue is \$61,000.
 - Year-to-date operating expenses are \$154,000 with a year-to-date net loss of \$92,000.

OTHER ITEMS

- 16. Discussion and Possible Action to Approve** the vehicle lease agreement between Cohesive Medirye, LLC and MRMC to provide a van to be used in the Strong Mind program for patient transport.

Mr. Martinez stated there were some changes to the contract. The monthly cost is \$500. The clause was added that Cohesive is responsible for any major repairs not caused by negligence at the facility. The facility would be responsible for small regular vehicle maintenance such as oil changes and tires. In the event the vehicle needed a major repair and was down for an extended period, Cohesive would not provide another van. They would abate the monthly payment. Trustee Webb inquired where this change was. Attorney Kendall stated is ¶71. Trustee Hopper asked what would happen to the Strong Minds program if the van was down for two months. Mr. Martinez stated the program would be put on hold and restarted when the van was back in service; however, he added if Cohesive had another van available they could lease it. Cohesive was just not in a position to guarantee it. Chairman Vanzant questioned if the coverage could be pre-approved. Mr. Martinez stated he would need to review the Progressive Insurance quote. Attorney Kendall stated this was for accidents not repairs. Trustee Webb inquired as to the abatement of lease fees. Attorney Kendall stated the lease would be abated on a daily rate for vehicle down time for major repairs. Mr. Martinez stated that he is the current designated driver pending hiring one.

Motion to approve

Motion made by Trustee Vanzant, Seconded by Trustee Hopper.

Voting Yea: Trustee Lively, Trustee Ford, Trustee Vanzant, Trustee Hopper, Trustee Webb

- 17. Discussion and Possible Action to Approve** the Progressive Commercial Auto Insurance Quote for the Medirye van to provide transportation for the Strong Mind Program

Mr. Martinez presented the 12-month insurance quote for the van from Progressive is \$2,500 with a discount if paid in full upfront bringing the cost to \$2,000. Mr. Martinez added that he asked the agent about additional quotes and was told this was the only company that would provide one. The agent cited the program use as a new business and a moratorium on companies writing new business due to the recent wildfires in Oklahoma. Trustee Webb questioned if a \$1 million dollar policy was adequate. Mr. Martinez stated this was what Medirys currently has and there would only be 2 to 3 people in the van at a time. Trustee Webb stated he would make a motion to approve with the caveat that the premium be paid in full up front.

Motion to approve.

Motion made by Trustee Webb, Seconded by Trustee Hopper.

Voting Yea: Trustee Lively, Trustee Ford, Trustee Vanzant, Trustee Hopper, Trustee Webb

18. Discussion and Possible Action to Approve the Port53 Technologies quote for a new Firewall hardware and Meraki MX Cloud MX75 Advanced software.

Mr. Martinez explained this quote was for hardware and software of \$4,638. He went on to say the current firewall coverage ends in June providing no coverage without a new contract. This would open the hospital to very large cyber vulnerability. He stated they went with Port53 before due to the company's abilities and coverage if any concerns. This is a 36-month contract. Trustee Webb asked if the company had any connection to Cohesive or Cisco. Mr. Martinez stated no.

Motion to approve.

Motion made by Trustee Vanzant, Seconded by Trustee Webb.

Voting Yea: Trustee Lively, Trustee Ford, Trustee Vanzant, Trustee Hopper, Trustee Webb

19. Discussion and Possible Action to Approve the BD Pyxis Profile Upgrade for Medstation ES quote for the automated medication dispensing unit in the ER

Mr. Martinez stated this was missed by both parties in the original quote. This is necessary in medication accuracy with the patient profile and care in the ER. The cost is \$123 p/mo. for 84 mo. the life of the contract. He noted that the company is currently charging taxes which they have not paid and are working on the company adding the hospitals tax exempt status. The cost for the entire system would be approximately \$4,000 p/mo. Trustee Hopper inquired as to the initial cost. Mr. Martinez stated it was \$3,650. Trustee Hopper added that an error was more likely to occur in the ER. Mr. Martinez agreed. -Side note: After the vote Trustee Ford asked if they needed anything from the city to resolve the tax charges. Mr. Martinez stated no. They were diligently working on getting this cleared and receiving any related back charges.

Motion to approve.

Motion made by Trustee Webb, Seconded by Trustee Vanzant.

Voting Yea: Trustee Lively, Trustee Ford, Trustee Vanzant, Trustee Hopper, Trustee Webb

20. Discussion and Possible Action to Approve the MedPro professional and general liability insurance quote.

Mr. Martinez stated they have had MedPro for over 15 years, likely 18 years. This is the professional liability insurance and tail coverage for providers in the ER. Last year's cost was \$59,000 and this year it is up less than \$1000.

Motion to approve.

Motion made by Trustee Webb, Seconded by Trustee Vanzant.

Voting Yea: Trustee Lively, Trustee Ford, Trustee Vanzant, Trustee Hopper, Trustee Webb

21. Discussion and Possible Action to Approve the FourTrust91 Partners cyber insurance policy quote.

Mr. Martinez stated this coverage is in the event they have a cyber-attack. They provided a side-by-side comparison representing in their opinion why FourTrust91 was better coverage than current company CRC. Trustee Hopper inquired as to the meaning of the carrier is not admitted in the state of Oklahoma. City Attorney Kendall said to his knowledge this is the company is not registered with the Insurance Commission. Trustee Webb stated FourTrust91's deductible per claim was \$5,000 higher than CRC. Mr. Martinez agreed. Mr. Webb inquired as to what specifically made FourTrust91 better. Mr. Martinez stated the addition of 5 hours security consulting with software from Cyber Crash Cart and greater mitigation capabilities with hospital IT staff including fishing, fraud and telecommunications events were the primary reasons. Trustee Webb stated he thought there were key areas where CRC was better. He also asked what was the inclusion of "great bodily harm" in a cyber-attack scenario. Mr. Martinez explained that in many facilities systems such as ventilators and IV Pumps are connected to the system. Theirs are capable but not currently used in this manner; however, medication and imaging systems are and could be compromised leading to harm. Other areas of concern are ransom ware, control of hospital communications and fire control. Trustee Ford recognized the increased risk but questioned if they were receiving coverage comparable to the increased cost. Upon review, Trustee Webb made the motion to approve CRC.

Motion to approve

Motion made by Trustee Webb, Seconded by Trustee Ford.

Voting Yea: Trustee Lively, Trustee Ford, Trustee Hopper, Trustee Webb

Voting Nay: Trustee Vanzant

23. Discussion and Possible Action to Approve the MRMC Wolters Kluwer Lippincott Procedures software proposal to provide an electronic database for nursing procedures.

Mr. Martinez stated this is a platform that has all nursing procedures available facility wide. Trustee Hopper inquired how often this was utilized and if it was available at the clinic. Mr. Martinez said he believes it is a few times a day and it is available at the clinic. Trustee Lively discussed the money requested verses the funds coming in from the hospital. Trustee Hopper interjected that compliance to policy required the readily accessibility of information and books or phones would not necessarily be in compliance. Mr. Martinez added that this was updated monthly, and a nurse could reference this in their notes affording additional coverage.

Motion to approve.

Motion made by Trustee Vanzant, Seconded by Trustee Hopper.

Voting Yea: Trustee Ford, Trustee Vanzant, Trustee Hopper, Trustee Webb

Voting Nay: Trustee Lively

- 24. Discussion and Possible Action to Approve** the appointment Denise Jackson RN as the Risk Manager for MPMC for 2025

Mr. Martinez stated Jackson is currently the Risk Manager and this was not included in the prior month.

Motion to approve.

Motion made by Trustee Lively, Seconded by Trustee Vanzant.

Voting Yea: Trustee Lively, Trustee Ford, Trustee Vanzant, Trustee Hopper, Trustee Webb

EXECUTIVE SESSION

- 25.** Discuss and make a decision to enter into executive session for the review and approval of medical staff privileges/credentials/contracts for the following providers pursuant to 25 O.S. § 307(B)(1):

Credentialing

Michelle Surdivant, APRN-CNP-Courtesy Privileges

Contracts

Dr. Fei-LingYeh, D.O.

Motion to enter Executive Session.

Motion to approve.

Motion made by Trustee Webb, Seconded by Trustee Vanzant.

Voting Yea: Trustee Lively, Trustee Ford, Trustee Hopper, Trustee Webb

Voting Nay: Trustee Vanzant

Executive Session entered at 06:12pm

OPEN SESSION

- 26. Possible action as a result of executive session.**

Discuss and decide to come out of executive session.

Motion made to come out of Executive Session.

Motion to approve.

Motion made by Trustee Vanzant, Seconded by Trustee Hopper.

Voting Yea: Trustee Lively, Trustee Ford, Trustee Vanzant, Trustee Hopper, Trustee Webb

Exited Executive Session at 06:30pm

Credentialing

Michelle Surdivant, APRN-CNP-Courtesy Privileges

Contracts

Dr. Fei-LingYeh, D.O.

Motion to approve.

Motion made by Trustee Webb, Seconded by Trustee Hopper.

Voting Yea: Trustee Lively, Trustee Ford, Trustee Vanzant, Trustee Hopper, Trustee Webb

Exit Executive Session at 06:25pm.

STAFF AND BOARD REMARKS

Remarks or inquiries by the governing body members, Hospital CEO, City Attorney or Hospital employees.

Mr. Martinez discussed the need to purchase additional computers because Windows 10 will not be supported after October of 2025. They would need to purchase 14 computers as a capital expense, and they did not want to do this in a lump sum because it would be about \$16,000. He suggested purchasing a few at a time. Trustee Webb asked if they considered leasing rather than making a purchase. Mr. Martinez said no. He added that they lease the printers and could investigate this option. Trustee Webb mentioned the cost effectiveness and protection of leasing. Mr. Martinez stated he would bring a lease option back.

Motion to Adjourn.

Motion made by Trustee Vanzant, Seconded by Trustee Lively.

Voting Yea: Trustee Lively, Trustee Ford, Trustee Vanzant, Trustee Hopper, Trustee Webb

NEW BUSINESS

Discussion and possible action on any new business which has arisen since the posting of the Agenda that could not have been reasonably foreseen prior to the time of the posting (25 O.S. 311-10)

None

ADJOURN

Motion to Adjourn

Motion made by Trustee Vanzant, Seconded by Trustee Lively.

Voting Yea: Trustee Lively, Trustee Ford, Trustee Vanzant, Trustee Hopper, Trustee Webb

Meeting adjourned at 06:30pm

Duly filed and posted at **3:00 p.m. on the 21st day of March 2025**, by the Secretary of the Mangum City Hospital Authority.

Carson Vanzant, Chairman

Steve Kyle, City Clerk

Disclaimer: Item 22 was inadvertently left out of the agenda presented at the meeting, posted at City Hall and the Mangum Website. The board Discussion and Possible Action to Approve the FourTrust91 Partners cyber insurance policy quote or chose the CRC quote.