



Minutes

Mangum City Hospital Authority Session

February 23, 2021 at 5:00 PM

via Videoconference

The Trustees of the Mangum City Hospital Authority will meet in regular session on **Tuesday, February 23, 2021, at 5:00 PM**. This session will be held via Videoconference in accordance with the State of Oklahoma Statutes. In accordance with Oklahoma State Statutes during the Declared Emergency for the COVID-19 outbreak, all public meetings for the Hospital board will be held via Videoconference. The public is invited to join the meeting by clicking on the following link.

Join Zoom Meeting

<https://us02web.zoom.us/j/87471811337?pwd=RWg3ZXk0eVY5d3A4d0IHS05pdXZQUT09>

The public can just view the videoconference live on the City of Mangum webpage (www.cityofmangum.com/Stream.html) as well as the City's YouTube Channel (Search YouTube for "City of Mangum").

CALL TO ORDER

The meeting was called to order by Mayor Scott at 5:12 pm.

SEAT NEW BOARD MEMBERS

1. Welcome Carson Vanzant and Laretha Vincent. The Mayor has administered the Oath of Office just before this meeting.

Carson Vanzant's is filling Ms. Kane's term which expires September 2021.

Laretha Vincent is filling Mr. Reeves' term which expires September 2022.

Welcomed and seated the new Trustees to the Hospital Board.

Carson Vanzant and Laretha Vincent.

ROLL CALL AND DECLARATION OF A QUORUM

PRESENT

Trustee Cheryl Lively
Trustee Ilka Heiskell
Trustee Laretha Vincent
Trustee Carson Vanzant

Also present: Dave Andren, City Manager
Billie Chilson, City Clerk/Secretary
Corry Kendall, Attorney

ELECT CHAIRMAN AND VICE CHAIRMAN

2. Discussion and possible action to elect a Chairman and Vice Chairman for the Mangum City Hospital Board.

Motion to elect Ilka Heiskell as Chairman. Ilka said she is not sure at this time if she wants to be the Chairman until she knows exactly what the duties are.

Amend motion to elect Ilka Heiskell as Chairman for this meeting only and elect a Chairman next month.

Motion made by Trustee Lively, Seconded by Trustee Vanzant.

Voting Yea: Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Vanzant

CONSENT AGENDA

Motion to remove items 27, 28, 29, 30 and 31 from the consent agenda and approve the rest of the consent agenda as presented.

Motion made by Trustee Lively, Seconded by Trustee Vincent.

Voting Yea: Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Vanzant

3. Approve minutes for the cancelled January 26, 2021 meeting.
4. Approve minutes for the cancelled December 15, 2020 meeting.
5. Approve the minutes for the special meeting held on December 2, 2020.
6. Approve the minutes for the cancelled November 24, 2020 meeting.
7. Approve the minutes for the cancelled October 28, 2020 meeting.
8. Approve January 2021 Claims.
9. Approve additional February 2021 estimated claims.
10. Approve estimated claims for March 2021.
11. Approve Hospital Departmental Reports.
12. Approve Hospital Departmental Reports for December 2020.
13. Approve Hospital Departmental Reports for January 2021.
14. Approve Clinic Operations Report for November 2020.
15. Approve Clinic Operations Reports for December 2020.
16. Approve January 2021 Clinic Operations Report.
17. Approve Hospital Respiratory Policies and Procedures.
18. Approve Hospital Drug Room Policies and Procedures.
19. Approve Hospital Emergency Department Policies and Procedures.
20. Approve Clinical Policies and Procedures.
21. Approve Wound Care Policies and Procedures Form
22. Approve Human Resources Performance Evaluation Policy.
23. Approve Hospital Rehab Department Policies and Procedures
24. Approve Patient Discharge Safety Checklist.
25. Approve Blood Transfusion Outcome Review Form
26. Approve 2020 Financial Reports

FURTHER DISCUSSION

Items 27 and 28 will be voted on in one motion and items 29, 30 and 31 one will be voted on in another motion.

27. Approve Financial Reports for December 2020.

Andrea Snider went over the the financials as follows: Balance Sheet

Operating cash decreased \$128,163 from November 30, 2020 balance. This is primarily driven by:

An adjustment to the stimulus fund balance was made to replenish the \$1.04M initially borrowed for operating cash. (previously - \$1.492M borrowed - \$451K that had been identified to qualify to be retained as operating cash.) The stimulus funds have been segregated within the financial statements to track and report these separately.

A \$967,967 Medicare receivable was paid to the facility in December and an additional adjustment of \$495,378 to increase the 2020 interim rate receivable estimate, along with principal payments on debt services resulted in the net increase of \$341,364 seen in the Due to Medicare liability account.

Income Statement

Net Patient Service Revenue increased \$405,757 from November. This is primarily driven by a positive adjustment to contractual allowances regarding the 2020 interim rate receivable.

Total operating expenses for December were \$1,467,267. This amount is substantially higher than the YTD average of \$1.2M due to a surge in contract labor, stimulus bonuses through payroll, and inventory audit adjustments regarding year end physical count.

28. Approve Financial Reports for January 2021.

Andrea gave an overview of the financials as follows:

Balance Sheet Highlights:

Operating Cash of \$1.4M increased \$190K from the December 31, 2020 balance.

A small adjustment to the Stimulus fund reserve for supplies related to the treatment of COVID-19.

AP increased \$430K in January, this primarily is due to having a \$210,000 operating loss and a little bit of a timing of a delayed check run processed 2/1.

The Medicare overall showed a 1.3-million-dollar receivable based on August 31, 20, so this is not the final for 2020. These funds were not paid out to the hospital instead were applied to the past ERS loans. The Medicare payables I referenced on the January Medicare schedule is where you will see the payoff of the three oldest loans, the 2016 settlement and the 2017 interims have all paid off. You will see a sizable payment on 2018 cost report settlement as well.

Income Statement Highlights:

Net Patient Service Revenue in January is about \$878,000. This is a little bit of a decrease from prior average. January had a lower census than previous months and so January is reflective of that.

Operating expenses for January were also lower in January of about \$1.1 million. This is primarily driven because of contract labor by the decrease in contract labor was lower as Marie mentioned that they have hired some more staff. As you know the less patients we have, the less staff we need. Overall, the revenue and expense totals for January resulted in a \$210,000 net operating loss.

Motion to approve both items 27 and 28 in one motion.

Motion made by Trustee Lively, Seconded by Trustee Vanzant.

Voting Yea: Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Vanzant

29. Approve CEO Report for November 2020.

Marie Harrington went over the Nov 2020 CEO report.

Jessica Pineda was Employee of the month for November.

We continue to swab any admits for COVID-19.

Nov COVID-19 stats 208 Swabs, 45 positives (21.63%), 164 Negative (78.84%) 0 Pending and 1 death. Median Age: 54-68.

Greer County November COVID-19 Statistics: 262 Positive Cases and 8 Deaths (3.05% death rate).

Due to COVID-19 surge in November we have prohibited vendor visitation to hospital and limited patient visitation to only palliative care patient visitation.

November average daily census 14.67 Swing bed and Acute patients per day.

Carport was installed at the clinic on November 17, 2020.

30. Approve CEO Report for December 2020.

Marie Harrington gave her CEO report for December.

Some of the highlight are listed below:

We continue to swab any admits for COVID-19.

December COVID-19 stats: 161 Swabs, 16 positives (9.93%), 145 Negative (90.06%) 0 pending and 1 (.62%) death.

December prevalence: 9.93% Median age: 66 to 81.

Greer County December COVID-19 Statistics: 390 positive cases and 9 deaths (2.30% death rate).

Participated in all OSDH Region 5 Vaccine planning meetings.

Drafted our MRMC Vaccination plan for Phase 1 and beyond.

Administered the Pfizer-BioNTech Vaccine to 3 groups of Phase 1 recipients. Everything went well and no serious adverse reactions were reported.

December Daily census 8.5 swing bed and acute patients per day; Average daily census for 2020 was 10.95.

COVID-19 Bonuses were approved, and these bonuses were distributed to all staff the first payroll in January.

31. Approve CEO Report for January 2021.

Marie Harrington gave her CEO report for January 2021.

Listed are some of the highlights.

Continue to swab any admits for COVID-19.

January COVID-19 Stats at MRMC: 157 Swabs, 7 Positive (4.45%), 139 Negative (88.53%), 0 Pending and zero deaths.

January COVID-19 Prevalence 4.45%, Median Age: 49.4. Greer County January COVID-19 Statistics: 461 Positive Cases and 13 Deaths (2.81% death rate).

Completed Savance COVID-19 Screening Kiosk Implementation and Training in January.

We tested a small number of the administration/business office team members the week of January 18th -22nd. Went well but worked through some technical difficulties. Go Live was scheduled for the week of January 25, 2021 and went well. Successful implementation with minor issues that continue to be improved and resolved.

Enrolled RHC as a Pandemic Provider and received status approval on January 13, 2021.

Hospital and Clinic are Pandemic Providers.

Desiree Sutherland was awarded the Employee of The Month for January during the MRMC All-Staff meeting on February 9, 2021.

Price Transparency Link from PARA was embedded into our Mangum website and went live on January 27, 2021. It looks wonderful and I went through a demo to review what the patients would experience submitting a price request.

Motion to approve items 29, 30, and 31 in one motion.

Motion made by Trustee Lively, Seconded by Trustee Vincent.

Voting Yea: Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Vanzant

REMARKS

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

None.

REPORTS

OTHER ITEMS

32. Discussion and Possible Action to approve OGA Business Auto Liability Insurance Renewal Policy.

Approve OGA Business Auto Liability Insurance Renewal Policy.

Motion made by Trustee Lively, Seconded by Trustee Vincent.

Voting Yea: Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Vanzant

33. Discussion and Possible Action to approve the hospital roof repair proposal from the City of Mangum.

No action at this time. Put on next months meeting.

34. Discussion and Possible Action to approve quote for Spacelabs Healthcare.

Motion to approve the the quote for Spacelabs Healthcare in the amount of \$319,613 for ownership for five years.

Motion made by Trustee Vanzant, Seconded by Trustee Vincent.

Voting Yea: Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Vanzant

35. Discussion and Possible Action to approve contract between Mangum City Hospital Authority dba Mangum Regional Medical Center and LifeShare Transplant Services of Oklahoma, Inc.

Motion to approve the contract with LifeShare Transplant Services of Oklahoma, Inc.

Motion made by Trustee Vanzant, Seconded by Trustee Heiskell.

Voting Yea: Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Vanzant

36. Discussion and Possible Action to approve amendment to agreement between Mangum City Hospital Authority dba Mangum Regional Medical Center and Press Ganey Associates LLC.

Motion to approve the amendment to agreement between Mangum City Hospital Authority dba Mangum Regional Medical Center and Press Ganey Associates LLC.

Motion made by Trustee Lively, Seconded by Trustee Vanzant.

Voting Yea: Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Vanzant

37. Discussion and possible action to approve COVID Expenses.

Reyes Electric repaired electric issues in the COVID Unit for \$8,750.00. Motion to approve COVID expenses.

Motion made by Trustee Lively, Seconded by Trustee Vincent.

Voting Yea: Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Vanzant

38. Discussion and Possible Action to approve Consulting Services Agreement between Mangum City Hospital Authority dba Mangum Regional Medical Center and OFMQ.

Motion to approve the Consulting Services Agreement between Mangum City Hospital Authority dba Mangum Regional Medical Center and OFMQ for peer review of charts.

Motion made by Trustee Vanzant, Seconded by Trustee Heiskell.

Voting Yea: Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Vanzant

39. Discussion and Possible Action to approve Master Subscription Agreement between Mangum City Hospital Authority dba Mangum Regional Medical Center and Wolters Kluwer Health, Inc.

Motion to Approve the Master Subscription Agreement between Mangum City Hospital Authority dba Mangum Regional Medical Center and Wolters Kluwer Health, Inc.

Motion made by Trustee Vanzant, Seconded by Trustee Vincent.

Voting Yea: Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Vanzant

40. Discussion and possible action regarding possible changes to the agenda and the presentation of data as requested by Board Member Heiskell. Specifically, to remove all financial reports from the current format of the consent agenda, making them a separate item on the agenda, to be presented monthly.

Table until next month.

41. Discussion and possible action regarding possible changes to the agenda and the presentation of data as requested by Board Member Heiskell. Specifically, requiring the local CEO cover all operational reports, therefore eliminating parts of the current monthly department reports, yet providing more details of local operations.

Motion to remove all operational reports and financial items from the consent agenda and put them under their own item.

Motion made by Trustee Vanzant, Seconded by Trustee Vincent.

Voting Yea: Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Vanzant

42. Discussion and possible action regarding possible changes to the agenda and the presentation of data as requested by Board Member Heiskell. Specifically, requiring all participants that are attending the meetings remotely to have video on while presenting information.

Motion to have anyone that is speaking to turn on their video/camera until they are done speaking then turn it off again. This is not for the board members as they are required to have their video on at all times.

Motion made by Trustee Heiskell, Seconded by Trustee Lively.

Voting Yea: Trustee Lively, Trustee Heiskell, Trustee Vincent

Voting Nay: Trustee Vanzant

43. Discussion and possible action regarding joining the Oklahoma Hospital Association as requested by Board Member Heiskell, paying associated variable rate membership fees of \$14,387.00 for the first year.

Motion to approve joining the Oklahoma Hospital Association paying associated variable rate membership fees of \$14,387.

Motion made by Trustee Lively, Seconded by Trustee Vincent.

Voting Yea: Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Vanzant

44. Discussion and possible action for future joint session with City Commissioners.

No action.

EXECUTIVE SESSION

45. Discussion and possible action to enter into executive session in accordance with Oklahoma Statute 25 O.S. 307 (B) 1 for the purpose of discussing the proposed approval of medical staff privileges/credentials between the providers a. b. and c. and Mangum Regional Medical Center.

- a. Sara McDade, APRN - Courtesy Privileges
- b. Dave Spear, MD - Courtesy Privileges
- c. Mary Barnes, APRN - Courtesy Privileges - Re-Credentialing
- d. John J. Chiaffitelli, DO - Active Privileges - Re-Credentialing
- e. Terri Gibson, MD - Courtesy Privileges - Re-Credentialing
- f. Mary Holmboe, MD - Courtesy Privileges - Re-Credentialing
- g. Ruth Oneson, MD - Courtesy Privileges - Re-Credentialing
- h. Ricky Reaves, MD - Courtesy Privileges – Re-Credentialing
- i. Barry Rockler, MD - Courtesy Privileges – Re-Credentialing
- j. Sherrita Wilson, MD, - Courtesy Privileges – Re-Credentialing

Motion to approve approve the following medical staff privileges/credentials between the providers a. b. and c. and Mangum Regional Medical Center. No executive session needed.

- a. Sara McDade, APRN - Courtesy Privileges
- b. Dave Spear, MD - Courtesy Privileges
- c. Mary Barnes, APRN - Courtesy Privileges - Re-Credentialing
- d. John J. Chiaffitelli, DO - Active Privileges - Re-Credentialing
- e. Terri Gibson, MD - Courtesy Privileges - Re-Credentialing
- f. Mary Holmboe, MD - Courtesy Privileges - Re-Credentialing
- g. Ruth Oneson, MD - Courtesy Privileges - Re-Credentialing

- h. Ricky Reaves, MD - Courtesy Privileges – Re-Credentialing
- i. Barry Rockler, MD - Courtesy Privileges – Re-Credentialing
- j. Sherrita Wilson, MD, - Courtesy Privileges – Re-Credentialing

Motion made by Trustee Vanzant, Seconded by Trustee Vincent.

Voting Yea: Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Vanzant

OPEN SESSION

- 46. Discussion and possible action with regard to executive session, if necessary.

Not needed.

STAFF AND BOARD REMARKS

Remarks or inquiries by the governing body members, City Manager, City Attorney or City Employees

Trustee Vanzant asked how he can see a yearly financial report, a yearly budget, a monthly budget and a P&L statement. Dennis or Andrea can get it for you. We can work that through Marie. Trustee Heiskell asked if they could be given a class on the financials. Corry explained that it would be considered an open meeting and an agenda would need to be posted and the public could attend as well.

There was a request for an update from our legal standpoint on where we are with a lot of things. We are not prepared to give that and don't have those attorneys on hand that we can just reach out to them and they be able to get us that in a short time. They took it off the agenda because they were not ready. Trustee Heiskell asked if we could be ready for the next meeting. City Manager stated that it would be on the next meeting.

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 at 8:16 pm.

Motion made by Trustee Lively, Seconded by Trustee Vincent.

Voting Yea: Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Vanzant

Billie Chilson, Secretary

Chairman