



**Minutes**  
**Special Mangum City Hospital Authority**  
**Meeting Session**  
**December 01, 2022 at 6:00 PM**  
*City Administration Building at 130 N Oklahoma Ave.*

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*The Trustees of the Mangum City Hospital Authority will meet in special session on December 1, 2022, at 6:00 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**

**ROLL CALL AND DECLARATION OF A QUORUM**

**PRESENT**

Trustee Carson Vanzant  
Trustee Ilka Heiskell  
Trustee Ronnie Webb

**ABSENT**

Trustee Cheryl Lively

**CONSENT AGENDA**

*The following items are 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 to approve consent agenda as presented.

Motion made by Trustee Vanzant, Seconded by Trustee Heiskell

Voting yea: Trustee Heiskell, Trustee Vanzant, Trustee Webb

1. Approve October 25, 2022 MCHA Staff meeting minutes as presented.
2. Approve October 13, 2022 QAPI Committee meeting minutes as presented.
3. Approve October 20, 2022 Medical Staff meeting minutes as presented.
4. Approve October 2022 claims and December 2022 estimated claims
5. Approve the following forms, policies and procedures approved through November 2022 by Cohesive Corporate, on 11/10/2022 by MRMC Quality Committee and on 11/17/2022 by MRMC Medical Staff. Emergency Preparedness Manual 1135 Waiver Left Without Being Seen and Patient Discharge Against Medical Advice Policy NIOSH Antineoplastic and Other Hazardous Drugs in Healthcare Settings List Hazardous Drugs and Handling Instructions Policy Patient Influenza and Pneumococcal Vaccination Policy

## FURTHER DISCUSSION

None.

## REMARKS

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

None.

## REPORTS

### 6. October 2022 CEO Report

October 2022 CEO Report Highlights by Dale Clayton

#### **Operations Overview**

- Patient care continues to be outstanding.
- Our average daily census for the month was 8.
- Emergency Department assisted 139 patients.
- Employees continued to receive free meals compliments of Cohesive.
- We continue to put an emphasis on social media presence and other outreach efforts for the Hospital and the Clinic.

CEO Dale Clayton goes over CEO reports and includes the outstanding patient care. Also informs on the employees receiving free meals provided by Cohesive and the addition of the salad bar. Dale Clayton is wanting to see more advertisement with Facebook, newspaper, and any advertisement possible regarding the clinic.

### 7. October 2022 CCO Report

October CCO Report Highlights by Daniel

#### **Excellent Patient Care**

- Monthly Education included Scavenger Hunt for items necessary to care for critical or trauma patients patients.
- Critical Alert Education Team provided product orientation.
- MRMC Medication Room reports ZERO adverse reactions of the 8,017 medications administered.
- Nursing and associated services used ZERO restraints during October. Excellent Client Service
- Patients continue to rely on MRMC as their local hospital. Patient days decreased from 322 days in September to 260 days in October. This represents an average daily census of 8. In addition, MRMC Emergency Department provided care to 139 patients in September.
- September COVID-19 Stats at MRMC: Swabs (26 PCR & 49 Antigen) with 0 Positive PCR & 0 Positive Antigen.
- In September, Infection Preventionist reports of the 110 Catheter Patient Days there were Zero CAUTIs (Catheter Associated Urinary Tract Infections).

Daniel talks about the scavenger hunt and The Loop being involved, along with Ace Hardware and good prizes included for one of the nurses. Speaks on options positions and offers being considered and being proud of the outcome.

Daniel talks about a federal program completing lab surveys that monitors lab functions to make sure that everything is within perimeters and guidelines. The OSDH surveyor speaking of her surveying Mangum since 2002 and it being the best survey she has ever done.

## 8. October 2022 Quality Report

October 2022 Quality Report Highlights:

### Hospital Activity

- Hospital Admission

- Acute Care Admits: 12 – no change from September (12)
- Swing-Bed Admits: 8 – up from September (7) o Total Discharges: 20 – up from September (19)
- Total Patient Days, ED Visits, ADC o Total Patient: 260 – down from September (322)
- ED Visits: 139 – down from September (163)
- Average Daily Census: 8 – down from September (11) AMA/LWBS
- AMA: 1 – down from September (4)
- LWBS: 0 – down from September (1)

## 9. October 2022 Financial Report

October 2022 Financial Report Highlights by Andrea Snider

### Statistics

- The average daily census in October was 8.39. This is a decrease of 2.35 from the previous month and brings our YTD ADC to 10.01. As a reminder our target remains 11 ADC.
- Cash receipts for the month of October totaled \$1.2M. (Generally speaking, there is approximately a one-two month lag between the net revenue generated each month & the majority of the cash collected).
- Cash disbursements totaled \$1.2M for the month.

### Balance Sheet Highlights

- The operating cash balance as of October is \$819K. The Restricted Cash balance reflects \$403K for a total of \$1.2M in cash.
- Accounts Receivable reflects a decrease of \$246K primarily due to decreased census.
- The Due from Medicare asset account reflects \$369K. This amount is per the 8/31/22 interim rate review letter recently received from Novitas pending further internal review.
- No COVID grant revenue was recognized in September. The amount for the unrecognized funds remains at \$403K.

Andrea updates that another ERS loan was paid off in October and only 2 remaining with one being done in April and the last in early 2024.

Trustee Heiskell says they have repeatedly asked to find certain statistic's such as numbers to correlate with the amount of census of patients that get seen at the clinic. Says she has gone through the reporting and can't figure out where to find the correlating number to see the overall financial aspects of the clinic. Also not being able to see the number of employees and how many are core and how many agency staff and where to see the percentile of the financials. Andrea answers on the financials that it will be given to the board as soon as they figure it all out.

#### 10. October 2022 Clinic Report

October 2022 Clinic Report Highlights given by Jeff:

##### **Clinic Operations**

- Strong numbers as noted.
- Still looking for strong clinic manager. Quality Report
- Metrics continue to be monitored. All within good standing Outreach
- FLU shots available.
- Summary
- Positive numbers. Clinic volume still strong.
- "no show" percentage remains at 19% this month.

Jeff states numbers are strong even without a manger, without a front-end check-in and out a provider on PTO. Thought the had a clinic manager but the person decided to stay in their current position so as of yesterday they are still searching. He was also notified that a provider would be out in January and will be looking for a temporary replacement.

Trustee Heiskell asks that when clinic reports are done, is it just about how many patients are seen? Asks does it show production or collections, or ratios? Or is just a certain amount of dollars that are being assessed because we are a rural clinic and that is all we are focused on? Jeff answers he does not deal with the financial side of the report. He allows the billing and revenue side to report on the financial side of it. Trustee Heiskell asks that him being a manager, is he not aware of percentiles or outstanding insurance or collections? Answer being, Andrea has a separate financial statement and GL account, specifically calculating the net revenue. Also, with being paid differently from each payor makes it a bit more difficult. They will be more organized and ready with this topic on the next meeting.

Trustee Vanzant asks that when Tiffany takes off for a PTO, what does the clinic do? Does it close or do we bring someone in from another location or from the hospital? Answered with, depending on the time of notice, if it's given appropriate notice, they have time to bring someone. If it is due to illness, they still have nurses working on referrals and authorization and front-end staff still answers phones.

##### **OTHER ITEMS**

11. Discussion and possible action to approve the CareLearning employee continuing education agreement.

Daniel speaks on the summary sheet outlining the new vendor replacing the existing vendor required education as the annual needed education. Requesting that it be approved due to the

savings and much friendlier service. Trustee Vanzant asks what is he most excited about the service? Daniel speaks about it being user friendly and not having to go through so many hoops to get things done. Its more than just savings, it is also the time they will be saving as well.

Motion to approve.

Motion made by Trustee Heiskell, Seconded by Trustee Vanzant.  
Voting yea: Trustee Heiskell, Trustee Vanzant, Trustee Webb

12. Discussion and possible action to approve the Nextiva phone system renewal agreement.

Dale informs the board that Nextiva is the phone system they have used for years. Maybe a year from the plan is to use cisco. Due to not having enough time to change systems, he is requesting have the contract renewed for one more year.

Motion to approve.

Motion made by Trustee Heiskell, Seconded by Trustee Vanzant.  
Voting yea: Trustee Heiskell, Trustee Vanzant, Trustee Webb

13. Discussion and possible action to approve the SHIP - ARP grant expenditures proposal.

Motion to approve.

Motion made by Trustee Vanzant, Seconded by Trustee Webb.  
Voting yea: Trustee Heiskell, Trustee Vanzant, Trustee Webb

14. Discussion and possible action to approve the Sysmex lab equipment service renewal agreement.

Motion to approve.

Motion made by Trustee Heiskell, Seconded by Trustee Webb.  
Voting yea: Trustee Heiskell, Trustee Vanzant, Trustee Webb

## **EXECUTIVE SESSION**

15. Discussion and possible action regarding the review and approval of medical staff privileges/credentials/contracts of the following providers with possible executive session in accordance with 25 O.S. § 307(B) (1):

Mary Barnes, APRN – Allied Health Professional – Courtesy Privileges

Sara McDade, APRN - Allied Health Professional - Courtesy Privileges

Motion to approve.

Motion made by Trustee Vanzant, Seconded by Trustee Webb.  
Voting yea: Trustee Heiskell, Trustee Vanzant, Trustee Webb

**OPEN SESSION**

16. Discussion and possible action in regard to executive session, if needed.

No action

**STAFF AND BOARD REMARKS**

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

*None.*

**ADJOURN**

*Motion to adjourn at 6:25pm.*

Motion made by Trustee Vanzant, Seconded by Trustee Webb.  
Voting yea: Trustee Heiskell, Trustee Vanzant, Trustee Webb

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*Carson Vanzant, Chairman*

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*Erma Mora, City Clerk*