



Minutes

Mangum City Hospital Authority Session

June 27, 2023 at 5:00 PM

City Administration Building at 130 N Oklahoma Ave.

The Trustees of the Mangum City Hospital Authority will meet in regular session on June 27th, 2023, at 5:00 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

Chairman Vanzant called the meeting to order at 5:00pm.

ROLL CALL AND DECLARATION OF A QUORUM

PRESENT

Trustee Carson Vanzant
Trustee Ilka Heiskell
Trustee Lisa Hopper arrived at 5:05pm.
Trustee Ronnie Webb

ABSENT

Trustee Cheryl Lively

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 to approve consent agenda as presented.

Motion made by Trustee Vanzant, Seconded by Trustee Webb.

Voting Yea: Trustee Vanzant, Trustee Heiskell, Trustee Webb

1. Approve May 27, 2023 regular meeting minutes as presented.
2. Approve May 2023 Quality meeting minutes as presented.
3. Approve May 2023 Medical Staff meeting minutes as presented.
4. Approve May 2023 Claims.
5. Approve July 2023 Estimated Claims.

6. Approve May 2023 Quality Report.
7. Approve May 2023 Clinic Report.
8. Approve May 2023 CCO Report.
9. Approve May 2023 CEO Report.
10. Approve the following forms, policies, appointments, and procedures previously approved through May 2023 by Corporate Management, on 06/15/2023 Quality Committee and on 4/22/2023 Medical Staff.

Review & Consideration of Approval of Policy & Procedure: MRMC
Employee Health Standing Orders

Review & Consideration of Approval of Policy & Procedure: MRMC
Employee Occupational Illness and Injury Policy

Review & Consideration of Approval of Policy & Procedure: MRMC
Employee Health Manual TOC

Review & Consideration of Approval of Policy & Procedure: MRMC Signing
of Death Certificate Policy

Review & Consideration of Approval of Policy & Procedure: MRMC Scanning
Documents into the EHR Policy

Review & Consideration of Approval of Policy & Procedure: MRMC OBS
Review Sheet

Review & Consideration of Approval of Policy & Procedure: MRMC Access
Maintenance EHR Policy

Review & Consideration of Approval of Policy & Procedure: MRMC Swing
Bed Audit Sheet

Review & Consideration of Approval of Policy & Procedure: MRMC
Discharge Summary Discharge Content Management Policy

Review & Consideration of Approval of Policy & Procedure: MRMC
Discharge Record Reconciliation and Scanning Policy

Review & Consideration of Approval of Policy & Procedure: MRMC
Incomplete Records Policy

Review & Consideration of Approval of Policy & Procedure: MRMC Clinical
Records Requirement, Standard, and Content Policy

Review & Consideration of Approval of Policy & Procedure: MRMC Location
Security Maintenance and Destruction of Medical Records Policy

Review & Consideration of Approval of Policy & Procedure: MRMC Inpatient
Audit Sheet

Review & Consideration of Approval of Policy & Procedure: MRMC Employee/ VIP Discount Policy

Review & Consideration of Approval of Review Tool: MRMC Mortality Review Tool

Review & Consideration of Approval of Appointment- MRMC- HIPAA Security Officer Appointment-Jared Ballard

Review & Consideration of Approval of Appointment- MRMC – HIPAA Privacy Officer Appointment-Jennifer Dreyer

FURTHER DISCUSSION

None.

REMARKS

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

None.

REPORTS

11. May Financial Reports.

Andrea Schneider goes over May 2023 financials.

May 2023 Financial Statement Overview Statistics

- o The average daily census in May was 13.29. This is an increase of .79 from the previous month. As a reminder our target remains 11 ADC. YTD 2023 continues to reflect a material increase from 2022 YTD average of 9.85.

- o YTD inpatient Medicare utilization percentage remains at 88%. As a comparison, prior year 2022 was 89%.

- o Cash receipts for the month of April totaled \$1.4M (Generally speaking, there is approximately a one-two month lag between the net revenue generated each month & the majority of the cash collected).

- o Cash disbursements totaled \$2.2M for the month, which includes a \$832K payment to Novitas for the submitted 2022 Cost report. Balance Sheet Highlights

- o The operating cash balance as of May is \$556K, with the cash reserve at \$768K, totaling \$1.3M. Days cash on hand is equivalent to 10.73.

- o Accounts Receivable has decreased \$228K primarily due to updated valuation of receivables.

- o Accounts Payable has increased \$207K from the previous month primarily due to increased operating expenses in May. The Due to Medicare account reflects a net decrease of \$910K from the previous month due to payment made for the 2022 submitted cost report (\$832K) and other recoupment on ERS debt.

OTHER ITEMS

12. Discussion and possible action to approve the CPSI and Oklahoma State Department of Health - Interface Performance.

Motion to approve CPSI Interface Performance.

Motion made by Trustee Webb, Seconded by Trustee Heiskell.

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

13. Discussion and possible action to approve the Camera System Quotes.

Motion to approve.

Motion made by Trustee Heiskell, Seconded by Trustee Vanzant.

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

14. Discussion and possible action to approve the Dell and Port 53 - Quotes.

Motion to approve.

Motion made by Trustee Webb, Seconded by Trustee Hopper.

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

15. Discussion and possible action to approve the Millipore - Service Agreement Renewal.

Motion to approve.

Motion made by Trustee Webb, Seconded by Trustee Hopper.

Voting Yea: Trustee Heiskell, Trustee Webb, Trustee Hopper

Voting Abstaining: Trustee Vanzant

16. Discussion and possible action to approve the Quidel - Amendment to Triage Placement Agreement.

Motion to approve.

Motion made by Trustee Webb, Seconded by Trustee Vanzant.

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

17. Discussion and possible action to approve the Cardinal - Amendment Letter for 340B Pharmacy Service Agreement.

Motion to approve.

Motion made by Trustee Vanzant, Seconded by Trustee Heiskell.

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

18. Discussion and possible action to approve the Cohesive - First Amendment to Management Services Agreement.

Motion to approve Cohesive first amendment Management Services dated June 27th, 2023.

Motion made by Trustee Vanzant, Seconded by Trustee Webb.

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

19. Discussion and action to approve the appointment of Kelley Martinez as the new hospital administrator for Mangum Regional Medical Center.

Motion to approve.

Motion made by Trustee Webb, Seconded by Trustee Vanzant.

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

EXECUTIVE SESSION

20. Discussion and possible action 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):

None.

OPEN SESSION

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

None.

STAFF AND BOARD REMARKS

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

None.

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 to adjourn 5:27pm.

Motion made by Trustee Vanzant, Seconded by Trustee Heiskell.

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

Carson Vanzant, Chairman

Erma Mora, City Clerk