



Minutes

Mangum City Hospital Authority Meeting Session

November 18, 2021 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 November 18, 2021, 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 5:10 pm

ROLL CALL AND DECLARATION OF A QUORUM

PRESENT

Trustee Carson Vanzant
Trustee Cheryl Lively
Trustee LaRetha Vincent

ABSENT

Trustee Ilka Heiskell

ALSO PRESENT

Billie Chilson, City Clerk/Secretary
Corry Kendall, City Attorney

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.

Remove items 5 and 8 for further discussion and approve the rest of the items as presented

Motion made by Trustee Lively, Seconded by Trustee Vincent.

Voting Yea: Trustee Vanzant, Trustee Lively, Trustee Vincent

1. Approve 10-26-21 MCHA meeting minutes.
2. Approve 10-14-21 Quality meeting minutes.
3. Approve 10-21-21 Medical Staff meeting minutes.
4. Approve Claims for October 2021 and Estimated Claims for December 2021.
5. Approve Mangum Family Clinic Report.
See report highlights in Further Discussion.
6. Approve MRMC Quality Report.
7. Approve CCO Report.
8. Approve CEO Report.
See report highlight in Further Discussion

9. Approve the following policies and procedures previously approved by Corporate (11/2021), Quality (11/10/21) and Med Staff (11/11/21).

Performance Improvement Plan Project
Risk Manager Appointment Form
Incident Log
Patient Incident Report Form
Medication Variance Report Form
FDA Med Watch Form
Sentinel Event Confidentiality Agreement
Sentinel Event RCA Workbook
RCA Template Form
Complaint & Grievance Log
Patient Grievance Investigative Form
Grievance Extension Letter Template
Grievance Response Letter Template
FMEA Instructions
FMEA Worksheet
Quality Management Plan
Performance Improvement Plan
Risk Management Plan
Incident Reporting Plan
Sentinel Event Plan
Patient Complaints and Grievances Policy
Failure Mode and Effects Analysis Policy (FMEA)
Tetanus (Td)/Tdap Patient Consent/Declination Form
Updated - COVID-19 STANDING ORDERS
Rapid Sequence Intubation Policy
Rapid Sequence Intubation (RSI) Adult Protocol
Rapid Sequence Intubation (RSI) Pediatric Protocol
Rapid Sequence Intubation (RSI) Adult & Pediatric Care & Documentation Form

FURTHER DISCUSSION

Item #5 Clinic report. by Christy Armstrong.

Christy Armstrong gave her report.

- She said the patient letters were sent out on November 5th to notify patients that Randy is no longer a provider at the clinic and that we have interim coverage in place.
- Grace Smith has been moved to the Clinic from the hospital as the Clinic Manager.
- November Clinic Manager meeting will highlight 2022 growth strategies.
- Clinic Finance Summary is being developed to report clinic-specific financial information.
- COVID Booster began 9-21-21 and are ongoing with direction from the Cohesive COVID Task Force recommendations.
- Flu shots began 10-1-21 and are ongoing.

The board wanted to know if there can be some tracking done on patients from when Randy was there in Feb 2021 compared with the new provider. They said that they can do that.

Item #8 CEO Report

Dale Clayton gave his CEO Report with the following highlights.

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COVID - 19 Activity and Overview

- Region 3 MERC briefings are continuing.
- Leadership continues to update staff and providers regarding new policies and regulations pertaining to Covid-19.
- Covid continues to be a concern but positive cases are declining.

Staff and Operations Overview

- Patient care continues to be outstanding.
- Current open positions include HR, RN, LPN, RT and Clinic Provider.
- Newly filled positions include RN, LPN, CNA & IT.
- Grace Smith is doing an outstanding job as our new Clinic Manager.
- Provider coverage at the Clinic is working well with a new Provider coming soon.
- Covid equipment installations are ongoing. GE Ultrasound, GE Portable X-Ray, GE X-Ray, Spacelabs Telemetry Cabling, Electrical Upgrades, plus several smaller items have been received.
- Our census continued to be strong with an average daily census of 13.
- Emergency Department assisted 142 patients.
- Employees continue to receive free meals.

Contracts, Agreements and Appointments for Governing Board Approval

- Stryker AP
- HIS Contract
- Clinic Provider Contract
- 340B Drug Company Contracts are on hold

Dale stated that On Tuesday morning the State showed up to their survey.

Everything went well.

Staff was great.

Daniel said the state seemed very impressed.

They were zero clinical deficiencies.

They said the kitchen was one of the cleanest they have seen.

The Credential are in great shape.

The board asked what do we need to do about the morale at the Clinic. They have gotten complaints that the staff feels ousted from the Hospital Staff.

REMARKS

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

None.

REPORTS

10. Financial Report

Andrea Snider presented the financial report for October 2021

Statistics

- The average daily census (ADC) for October 2021 was 12.90. This exceeded our target of 11.0 by 17.3% and improved our year-t-date (YTD) ADC to 10.63. As a reminder, the 2021 year began with a 2-year ADC low of only 5.90 in January.

- FY21 YTD Medicare swing bed patient days through October were 2,555 as compared to the PY total of 2,637 (-3.1%). Accordingly, Mangum Regional Medical Center has experienced a strong patient volume recovery over the past 6 months & closed the gap by almost 32%.

Balance Sheet Highlights

- The operating cash balance as of October 31st was \$1,286,535. This increase of almost \$1.2M from the September 2021 balance was driven by the 2 factors stated above.
- Net AR increased \$105K from September. This was primarily volume-driven as the facility continued its rebounding ADC trend.
- The facility paid down approximately \$246K in AP. The hospital also continues to make payments on MCR ERS loans of approximately \$87K per month and made initial payments on 2017 MCR ERS loans of approximately \$113K - (or \$200K combined).

Income Statement Highlights

- Current month gross patient revenue is less than the YTD monthly average despite the higher ADC. This is primarily due to the materially lower acuity of the IP & SWB patients & OP volumes. Cardiopulmonary GPR was (-\$182K) less than the monthly average & ER revenue was (-\$52K) less than the monthly average.
- Current month total operating revenue is (-\$331K) below the monthly average but this is due to recognizing over \$3M in stimulus funds during the initial 6 months of 2021. On a same-store comparison it is just shy of exceeding the monthly average by \$90K.
- Operating expenses exceeded the prior month year-to-date average by \$238K. This was almost exclusively driven by contract labor which exceeded its monthly average by \$231K. These labor increases are being experienced by hospitals all-across the nation. In some instances, nurses are being paid more than physicians. These increases are not just limited to RN's. We are seeing similar increases with LPN's, therapist, and other clinical personnel.

OTHER ITEMS

11. Discussion and possible action regarding the Health & Safety Institute contract.

Motion to approve the Health & Safety Institute contract.

Motion made by Trustee Lively, Seconded by Trustee Vanzant.
Voting Yea: Trustee Vanzant, Trustee Lively, Trustee Vincent

12. Discussion and possible action regarding the lease of the David Caley Annex with the City of Mangum.

No action

EXECUTIVE SESSION

13. Discussion and possible action regarding the review and approval of medical staff privileges/credentials of the following providers with possible executive session in accordance with 25 O.S. § 307(B) (1): a. Tiffany Forster, APRN – Courtesy Privileges

No executive session needed. Motion to approve Tiffany Forster, APRN - Curtesy Privileges.

Motion made by Trustee Vanzant, Seconded by Trustee Lively.
Voting Yea: Trustee Vanzant, Trustee Lively, Trustee Vincent

OPEN SESSION

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

No executive session was held.

STAFF AND BOARD REMARKS

Remarks or inquiries by the governing body members, City Manager, City Attorney or City 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 at 6:05 pm

Motion made by Trustee Vanzant, Seconded by Trustee Lively.
Voting Yea: Trustee Vanzant, Trustee Lively, Trustee Vincent

Carson Vanzant, Chairman

Billie Chilson, City Clerk