



Minutes

Mangum City Hospital Authority Session

September 26, 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 September 26th, 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

Chairman Carson Vanzant
Trustee Cheryl Lively
Trustee Ronnie Webb
Trustee Lisa Hopper

SWEARING IN AND SEATING OF NEW TRUSTEE

1. Swearing in of Michelle Ford for Trustee of Mangum City Hospital Authority

Chairman Vanzant administered the oath of office to Michelle Ford.

2. Welcoming and seating of new Trustee Michelle Ford.

Welcome Trustee Michelle Ford.

ROLL CALL AND DECLARATION OF A QUORUM

PRESENT

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

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.

1. Approve August 22, 2023 regular meeting minutes as presented.
2. Approve July 2023 Quality meeting minutes as presented.
3. Approve August 2023 Medical Staff meeting minutes as presented.

4. Approve August 2023 Claims
5. Approve October 2023 Estimated Claims.
6. Approve August 2023 Quality Report.
7. Approve August 2023 Clinic Report.
8. Approve August 2023 CCO Report.
9. Approve August 2023 CEO Report.
10. Approve the following forms, policies, appointments, and procedures previously approved through May 2023 by Corporate Management, on 9/14/2023 Quality Committee and on 9/21/2023 Medical Staff.
 - Review & Consideration of Approval of Policy & Procedure: Provision of Healthcare Services for the Care and Treatment of Patients
 - Review & Consideration of Approval of Policy & Procedure: Admission Criteria and Process
 - Review & Consideration of Approval of Policy & Procedure: Utilization Management
 - Review & Consideration of Approval of Policy & Procedure: Hospital Communication Policy
 - Review & Consideration of Approval of Policy & Procedure: Hospital Staffing Plan
 - Review & Consideration of Approval of Policy & Procedure: Staff Development
 - Review & Consideration of Approval of Policy & Procedure: Pet Visitation
 - Review & Consideration of Approval of Policy & Procedure: The Use of Service Animals in the Hospital
 - Review & Consideration of Approval of Policy & Procedure: Hospital Policy/Protocol and Other Development and Review
 - Review & Consideration of Approval of Policy & Procedure: Hospital Education
 - Review & Consideration of Approval of Policy & Procedure: Telemedicine Services
 - Review & Consideration of Approval of Policy & Procedure: Video Surveillance and Use
 - Review & Consideration of Approval of Policy & Procedure: Patient Identification
 - Review & Consideration of Approval of Policy & Procedure: Vendor Management Policy
 - Review & Consideration of Approval of Policy & Procedure: Prohibiting Firearms and/or Weapons on Hospital Property

- Review & Consideration of Approval of Policy & Procedure: Smoke and Tobacco-Free Policy
- Review & Consideration of Approval of Policy & Procedure: Prevention of Abuse and Neglect in the Hospital
- Review & Consideration of Approval of Policy & Procedure: Patient Visitation
- Review & Consideration of Approval of Policy & Procedure: Patient Rights
- Review & Consideration of Approval of Policy & Procedure: Hospital Services for Very Important Person (VIP)
- Review & Consideration of Approval of Policy & Procedure: Chain of Command
- Review & Consideration of Approval of Policy & Procedure: Patient Rights and Responsibilities Notice
- Review & Consideration of Approval of Policy & Procedure: Interview Evaluation Form
- Review & Consideration of Approval of Policy & Procedure: Education Needs Assessment Form
- Review & Consideration of Approval of Policy & Procedure: Animal Visitation Log
- Review & Consideration of Approval of Policy & Procedure: Pet/Visitation Checklist
- Review & Consideration of Approval of Policy & Procedure: Veterinarian Attestation
- Review & Consideration of Approval of Policy & Procedure: Pet Visitation Log
- Review & Consideration of Approval of Policy & Procedure: Pet & Animal Visitation General Guidelines
- Review & Consideration of Approval of Policy & Procedure: Hospital Policy/Form/Order Set/Protocol Review Process
- Review & Consideration of Approval of Policy & Procedure: Draft Policy/Document Submission & Communication Tracking Form
- Review & Consideration of Approval of Policy & Procedure: Policy, Forms or Other Documents Development, Review & Implementation Process
- Review & Consideration of Approval of Policy & Procedure: Hospital Policy Template
- Review & Consideration of Approval of Policy & Procedure: Hospital Protocol/Standing Order Template
- Review & Consideration of Approval of Policy & Procedure: Hospital Policy/Other Document Feedback Form

- Review & Consideration of Approval of Policy & Procedure: Table of Contents
- Review & Consideration of Approval of Policy & Procedure: Hospital Policy Approval Cover Sheet
- Review & Consideration of Approval of Policy & Procedure: Hospital Policy/Form/Documents/ Appointment & other Reviews Log
- Review & Consideration of Approval of Policy & Procedure: Guideline for Performing a Comprehensive Review of an Existing Policy, Form or Other Document
- Review & Consideration of Approval of Policy & Procedures: Education Training & Attendance Log
- Review & Consideration of Approval of Policy & Procedures: Post Education Evaluation Survey
- Review & Consideration of Approval of Policy & Procedures: Request to Access/View/Copy Video Surveillance Form
- Review & Consideration of Approval of Policy & Procedures: Video Surveillance Viewing Log
- Review & Consideration of Approval of Policy & Procedures: Vender Sign In/Sign Out Log
- Review & Consideration of Approval of Policy & Procedures: MRMC Generic Provider Time Sheet
- Review & Consideration of Approval of Policy & Procedures: Provider Time Sheet Policy
- Review & Consideration of Approval of Policy & Procedures: Immediate use IV Compound Skills Competency
- Review & Consideration of Approval of Policy & Procedures: Intravenous (IV) Compounding for Immediate Use and Preparation Area
- Review & Consideration of Approval of Policy & Procedures: Critical Lab Values

Motion to approve consent agenda items 1-9.

No action on item #10 due to not having all the policy and procedures.

Motion made by Trustee Vanzant, Seconded by Trustee Lively.

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

FURTHER DISCUSSION

None.

REMARKS

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

None.

REPORTS

11. August Financial Reports

August 2023 Financial Statement Overview Statistics

o The average daily census in August was 11.90. This is an increase of 2.39 from the previous month. As a reminder our target remains 11 ADC. YTD 2023 (72.42) continues to reflect a material increase from the 2022 YTD average of 9.85.

o YTD inpatient Medicare utilization percentage has dropped slightly to approximately 87%. As a comparison, the prior year 2022 was 89%.

o Cash receipts for the month of July totaled \$1.6M (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 \$1.35M for the month.

Balance Sheet Highlights

o The operating cash balance as of August is \$654K, with the cash reserve at \$812K, totaling \$1.5M. Days cash on hand is equivalent to 12.79.

o Accounts Payable has increased \$215K from the previous month primarily due to decreased cash disbursements relative to operating expenses.

o The Due to Medicare account reflects a net increase of \$150K from the previous month primarily due to a calculated estimate on the 2023 Medicare payable

OTHER ITEMS

12. Discussion and Possible Action to Approve the eClinical Works Addendum for EBO Services

Motion to approve.

Motion made by Trustee Webb, Seconded by Trustee Hopper.

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

13. Discussion and Possible Action to Approve the Mangum RHC-BCBS-Network Participating Group Agreement

Motion to approve.

Motion made by Trustee Vanzant, Seconded by Trustee Hopper.

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

14. Discussion and Possible Action to Approve the Mangum-Sysmex-Service Agreement Quote

Motion to approve.

Motion made by Trustee Lively, Seconded by Trustee Vanzant.

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

15. Discussion and Possible Action to Approve the Mangum-PharmaForce-340B TPA SaaS Agreement and Business Associate Agreement.

Motion to approve.

Motion made by Trustee Webb, Seconded by Trustee Lively.

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

16. Discussion and Possible Action to Approve the Mangum-Bayer-CT Power Injector Service Contract.

Motion to approve.

Motion made by Trustee Vanzant, Seconded by Trustee Lively.

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

17. Discussion and Possible Action to Approve the Mangum-First Digital-Service Agreement

Motion to approve.

Motion made by Trustee Vanzant, Seconded by Trustee Webb.

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

18. Discussion and Possible Action to Approve the Mangum-Facility Credit Card

Motion to approve to present 3 different credit card services & agreements at the next meeting.

Motion made by Trustee Vanzant, Seconded by Trustee Lively.

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

19. Discussion: Quality Report Audit

Kelly Martinez explains that they had their corporate quality manager go down to review their quality program. Corporate looked at current data and patterns & trends and did not identify anything. They are also improving some of the benchmarks that they had to see improvement and change. Kelly also says they will be doing random routine quarterly audits.

20. Discussion and possible action to appoint a new Compliance Committee member.

Motion to appoint Michelle Ford.

Motion made by Trustee Lively, Seconded by Trustee Vanzant.

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

21. Discussion and possible action to grant Chrispin Ogama and Todd Williams to view only Mangum's Operating and ARPA with Sovereign Bank due to Andrea Snider no longer being with the organization.

Motion to approve.

Motion made by Trustee Lively, Seconded by Trustee Vanzant.

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

22. Discussion and possible action to approve Resolution No. 2023-0926 to remove Andrea Snider from all accounts.

Motion to approve.

Motion made by Trustee Vanzant, Seconded by Trustee Hopper.

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

EXECUTIVE SESSION

23. 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):

- **Re-Credentialing- Fei-Ling Yeh, DO- Courtesy**
- **Amendment Supervisor Agreement-Dr. Bluth-Sara McDade**
- **Amendment Delegation Agreement- Dr. Bluth-Jeff Brand**
- **Amendment to Professional Services Agreement-Jeff Brand**
- **Amendment to Professional Services Agreement- Kenna Wenthold**

No executive session needed.

OPEN SESSION

24. Discussion and possible action with regard to the executive session.

Motion to approve.

Motion made by Trustee Vanzant, Seconded by Trustee Lively.

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

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 6:06pm.

Motion made by Trustee Vanzant, Seconded by Trustee Webb.

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


Carson Vanzant, Chairman


Erma Mora, City Clerk

