



# Minutes

## Mangum City Hospital Authority Session

### August 27, 2024 at 5:00 AM

City Administration Building at 130 N Oklahoma Ave.

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*The Trustees of the Mangum City Hospital Authority will meet in regular session on August 27, 2024, 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 5:01pm.

#### ROLL CALL AND DECLARATION OF A QUORUM

##### PRESENT

Trustee Cheryl Lively

Trustee Michelle Ford

Trustee Carson Vanzant, left at 5:25pm

Trustee Ronnie Webb

##### ABSENT

Trustee Lisa Hopper

##### ALSO PRESENT

City Attorney Corry Kendall

#### 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.*

1. Approve July 23, 2024 regular meeting minutes as present.
2. Approve July 2024 Medical Staff meeting minutes as presented.
3. Approve July 2024 Clinic Report.
4. Approve July 2024 CCO Report.
5. Approve July 2024 CEO Report.
6. Approve the following forms, policies, appointments, and procedures previously approved on \_\_\_\_\_ through Corporate Management, on 08/15/2024 Quality Committee and on 08/22/2024 by Medical Staff.

Discussion and Possible Action to Approve the Policy and Procedure: MRMC-Hospital Financial Assistance Policy

Discussion and Possible Action to Approve the Policy and Procedure: MRMC-Patient Post-Fall Review

Discussion and Possible Action to Approve the Policy and Procedure: MRMC-HIPAA Security Risk Assessment 2024

Discussion and Possible Action to Approve the Policy and Procedure: MRMC-LSP-002-Security Management Plan Policy

Discussion and Possible Action to Approve the Policy and Procedure: MRMC-LSP-003-Fire Management Plan Policy

Discussion related to HIM Delinquencies-none to report.

Lively asked why the quality report was missing. This was due to a sharepoint issue at the Hospital.

Motion to approve items 2,4,5,6.

Motion made by Trustee Webb, Seconded by Trustee Ford.

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

## **FURTHER DISCUSSION**

Item 1 - Lively asked about the minutes for item 14 discussing a van but should have been a chemistry analyzer. Martinez confirmed the discussion was about the chemistry analyzer.

Motion to approve minutes with corrections.

Motion made by Trustee Lively, Seconded by Trustee Vanzant.

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

Item 3 - Trustees Webb and Ford asked for clarification on some of the items in the Clinic Report. Martinez explained that a nurse visit is when an established patient comes in for an injection, blood pressure check or sugar check and they only see the nurse. He explained swing bed is for established patients and with the RHC the hospital is able to bill for that swing bed and it is only a cost to the provider. Martinez also went over the rest of the clinic report. Lively stated her concerns about the clinic only seeing 6 patients a day. Martinez advised part of this is due to the provider not yet being comfortable with seeing more than 6 as well as learning the computer system. This is also based on the number of new verses established patients as the new take more time to see and enter into the computer. The hospital has discussed with the provider that he needs to have a higher volume of patients, and he understands that number will be 18 patients. July is also a low volume month normally and they are hoping it will pick up. Vanzant states that every time he needs to be seen he must call the clinic manager and is still not able to be seen. He advised they should start tracking how many people are being turned away. Martinez states Dr. Sanda will start next month so they are hoping this will help with the volume. It was asked if Dr. Sanda would be able to treat pediatric patients and the hospital is waiting to hear back from him on if he can and to what extent.

Motion to approve item 3.

Motion made by Trustee Vanzant, Seconded by Trustee Ford.

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

Webb added that he would not recommend paying money for marketing if the clinic is not in a position to take in more patients. Martinez states that they believe Dr. Sanda being there 4 days a month will help with the volume. He has been working for Cohesive already and is familiar with the computer systems. Lively asked about a Nutritionist and women's health that is being advertised. Martinez states that there is a Nutritionist that works for Cohesive but not in the clinic daily. He also advised that the current Nurse Practitioner is family practice and therefore able to perform women's health checkups. He added that Mary Barnes has offered go to the clinic and help with these appointments.

## REMARKS

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

None.

## REPORTS

### 7. Financial Report for July 2024.

Financial Report given by Adrian Brownen.

#### July 2024 Financial Statement Overview

##### Statistics

The average daily census (ADC) for July 2024 was 10.48 - (Year-To-Date 11.41 PY fiscal year end of 11.47).

Year-To-Date Acute payer mix was approximately 78% MCR/MCR Managed Care combined & lower than the prior fiscal year end of 79%.

Year-to Date Swing Bed payer mix was 88% MCR & 12% MCR Managed Care. For the prior year end those percentages were 90% & 10%, respectively.

##### Balance Sheet Highlights

The cash balance as of July 31, 2024 inclusive of both operating & reserves, was \$734K. This is a decrease of \$233K from June 30, 2024, balance was primarily due to an increase in disbursements.

Days cash on hand, inclusive of reserves, was 13.0 based on July expenses.

Net AR decreased by \$10K from June.

Payments of approximately \$1.56M were made on AP (prior 3-month avg was \$1.3M).

Cash receipts were \$394K more than in the previous month (\$1.34M vs \$951K).

The Medicare principal balance decreased by \$50K due to ERS loan payments.

## Income Statement Highlights

Net patient revenue for July 2024 was \$1.527M, which is approximately an increase of \$171K over the prior month.

Operating expenses, exclusive of interest & depreciation, were \$1.69M.

340B revenue was \$15K in July, an increase of \$6.6K from the prior month. YTD revenue was \$110K. Net profit from this service line YTD is \$28K.

Clinic (RHC) Income Statement Highlights - actual & projected (includes swing bed rounding):

Current month average visits per day=	6.43
Projected operating revenues (YTD)=	\$347K
Projected operating expenses (YTD)=	\$766K
Projected operating loss (YTD)=	-\$419K

Lively inquired why the contract labor was so high. Brownen stated that they believe it was due to two outstanding invoices and an increase in employees that switched over from in-house to travel. Lively's concern is that the hospital is not that busy and the hospital is paying a lot in personnel. Brownen assured her that this was a one-time thing due to the invoices from the previous month.

## OTHER ITEMS

8. Discussion and Possible Action to Approve using the Medicare receivable to pay \$743,598.35 towards the ERS loan currently outstanding. The Medicare receivable paid off one of the ERS loans. However, it was paid to the facility instead of applying it to the second ERS loan. The only way to correct the error is to authorize applying the payment to the other ERS loan by issuing a check.

Boyd advised that they asked for the money from the 2023 receivable being paid directly to the ERS loan but it was only paid to the smallest loan and the other money was paid to the Hospital for the larger loan. He states that they currently have that money and in addition they received in August what they were projecting for this year's receivable. They are projecting right now through the end of July \$152,000, they were paid \$516,000 in August. Now they only owe \$970,000 and with the current cash situation they could pay off everything and be ERS debt free. Payout the entire balance that's owed and still have approximately 14 days cash on hand. He would recommend doing this as it would save them approximately \$10,000 in non-allowable interest and they would no longer have to worry about the ERS debt. Kendall advised it can only be approved to pay the current amount and the payment of the additional amount will need to be approved under new business.

Motion to approve the current amount of \$743,598.35.

Motion made by Trustee Webb, Seconded by Trustee Lively.  
Voting Yea: Trustee Lively, Trustee Ford, Trustee Webb

9. Discussion and Possible Action to Approve the ACH application between Mangum Regional Medical Center and Amerisource Bergen for payment of pharmacy orders.

Martinez explained that the options given when the account was set up with Bergen were to prepay for the pharmacy orders or to do an ACH draft every 2 weeks. They believe that the ACH is a better option because if the amount for the order goes over then they will not receive some of the medications. The ACH option requires the board's approval.

Motion to approve.

Motion made by Trustee Webb, Seconded by Trustee Lively.  
Voting Yea: Trustee Lively, Trustee Ford, Trustee Webb

10. Discussion and Possible Action to Approve the AT&T Business Telecommunications Services Renewal for the Hospital internet services.

Martinez explains that AT&T reached out to them with an option to decrease the total cost per month by about \$900 per month with the renegotiation of a 36-month contract with no termination for fiber internet. This will give them a static IP address and dedicated router with a one-time installation fee of \$150. This will be a savings of about \$750 per month and go into effect this month if signed.

Motion to approve.

Motion made by Trustee Webb, Seconded by Trustee Lively.  
Voting Yea: Trustee Lively, Trustee Ford, Trustee Webb

11. Discussion and Possible Action to Approve the ODOT's Title VI plan and other 5310 Grant Items associated with the transport van that was previously approved at June 2024 meeting.

Martinez states it was previously approved to apply for the grant for the Strong Minds Program and use the van for the Hospital. There was a problem when the grant was submitted, they needed more than just the minutes with the approval to apply. They require that the board reviews the plan that was provided and that it is in the minutes that the board approved the plan. This spells out how the Hospital is going to use the van and the radius it will be used among other things. Martinez adds that the initial quote that was received was for \$130,000 and the way it works is once they purchase the vehicle, they will be reimbursed 85% of the cost. Webb asked what the life of the grant is. Martinez believes it is 5 years before it can be sold. The grant also requires that the van be used for other things and not just Strong Minds so they will be using it to transport patients as well.

Motion to approve the plan application.

Motion made by Trustee Ford, Seconded by Trustee Webb.  
Voting Yea: Trustee Lively, Trustee Ford, Trustee Webb

12. Discussion and Possible Action to Approve the First Digital Service Order Agreement for clinic fax line service.

Martinez states that the current service is AT&T and they pay \$135 per month for 1 fax line at the clinic. First Digital will allow the bill to go down to \$9.50. This is not per page, this is a flat rate, and it is through the printer company, Stanley. Webb asked why they do not use Truebridge like the Hospital as it is cheaper. Martinez explained the clinic does not have Truebridge and therefore would not be able to use the same service.

Motion to approve.

Motion made by Trustee Webb, Seconded by Trustee Lively.  
Voting Yea: Trustee Lively, Trustee Ford, Trustee Webb

## EXECUTIVE SESSION

13. Discuss 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):

### Credentialing

## OPEN SESSION

14. Discussion and possible action regarding executive session.

## 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)*

Motion to pay off the remainder of the ERS Loan as discussed with item 8.

Motion made by Trustee Webb, Seconded by Trustee Ford.  
Voting Yea: Trustee Lively, Trustee Ford, Trustee Webb

## ADJOURN

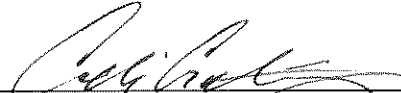
*Motion to Adjourn*

Motion made by Trustee Webb, Seconded by Trustee Ford.  
Voting Yea: Trustee Lively, Trustee Ford, Trustee Webb

Meeting adjourned at 5:47pm.



Carson Vanzant, Chairman



Codi Gutierrez, City Clerk

