



Minutes Mangum City Hospital Authority Amended Session

December 28, 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 December 28, 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 5:11 pm

ROLL CALL AND DECLARATION OF A QUORUM

PRESENT

Trustee Carson Vanzant
Trustee Ilka Heiskell
Trustee LaRetha Vincent

ABSENT

Trustee Cheryl Lively

ALSO PRESENT

Billie Chilson, Secretary
Corry Kendall, 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.

Approve items 1 through 4 and remove the others for further discussion.

Motion made by Trustee Vanzant, Seconded by Trustee Heiskell.

Voting Yea: Trustee Vanzant, Trustee Heiskell, Trustee Vincent

1. Approve 11-18-21 MCHA meeting minutes.
2. Approve 11-30-21 MCHA meeting minutes.
3. Approve 11-10-21 Quality meeting minutes.
4. Approve 11-11-21 Medical Staff meeting minutes.

FURTHER DISCUSSION

5. Approve Claims for November 2021 and Estimated Claims for January 2022.

Questions were asked why were there so many payments made to the Cohesive Healthcare MGMT.

Andrea answered, it is because there is so many invoices that were not paid. As you may remember that Cohesive was not getting paid until the hospital could get a little ahead. It is being paid as money is available. It pays the oldest invoices first.

Report does not need to be approved.

6. Approve Mangum Family Clinic report.

Christi Armstrong gave her report. Highlights are below:

Clinic Operations

- Clinic Finance Summary is being developed to report clinic-specific financial information.
- Clinic Operations Meeting provided Clinic Managers with goal discussion topics to take back to their team and report at the December Clinic Manager Meeting.

Quality Improvement Focus

- Mangum Family Clinic has been selected to participate in the Flex QI project to promote process improvement.

Community Outreach

- COVID Boosters began 9-20-21 and are ongoing with direction from the Cohesive COVID Task force recommendations.

Ilka asked about the COVID booster. Is there a way to promote the booster and flu shots? Christi said that they can do more on Facebook.

Vanzant said that he thinks it would be great to get Tiffany, the new provider on Facebook and get her known in the clinic.

Report does not need to be approved.

7. Approve MRMC Quality report.

Debbie Jackson gave her report.

Hospital Activity

Hospital Admission

- Acute Care Admits: 24- up from Oct (15)
- Swing-Bed Admits: 13 - down from October (14)
- Total Discharges: 35 - up from Oct (31)

Total patient days, ED Visits, ADC

- Total Patient: 329 which is down from 400 in October.
- ED Visits: 166 ED visits which is up from 142 in October.
- Average Daily Census 11 - down from October of 13.

AMA/LWBS

- AMA: 4 - down from Oct (5)
- LWBS: 1 - Up from Oct (0)

Care Management

30 Day Readmission

- 2 for November

RISK MANAGEMENT

Incidents

- Falls without Injury 1
- Fall with minor injury 1
- Fall with major injury - None

Mortality Rate

- Acute/Swing-Bed Deaths
 - 3 (9%) (YDT = 5%)
- Emergency Department Deaths
 - 0 (0%) (YTD = 1%)

Infection Control

- Catheter Associated Urinary Tract Infections (CAUTIs) - 0
- Central Line Associated Primary Bloodstream Infections (CLABSIs) -0

Health Information Management

- History & Physical Completion (Benchmark 100%)
 - 48/48 = 100%
- Discharge Summary completion (Benchmark 100%)
 - 37/37 = 100%

Nursing

- Code Blue
 - 0
- Transfers
 - Acute Transfers - 2
 - ED Transfers 7

Report does not need to be approved.

8. Approve CCO report.

Daniel Coffin gave his report.

Excellent Patient Care

- Monthly Education topics included: Training and implementation of the New GE Xray Room
- MRMC began installation of the New Head Wall units which will aesthetically house necessary patient care equipment and supplies.

- OSDH completed Annual Survey with minimal deficiencies and ZERO Clinic deficiencies

Excellent Client Service

- Patients continue to rely on MRMC as their local hospital. Patient days decreased from 400 days in October to 329 days in November. This represents an average daily census of 11. In addition, MRMC Emergency Department provided care to 166 patients in November.
- November COVID-19 Stats at MRMC: Swabs (76-prc & 113-Antigen) with 11 Positive PCR & 13 Positive Antigen.
- Greer County November COVID-19 Statistics: 797 Positive Cases and 25 Deaths (3.14% death rate).

Preserve Rural Jobs

- Open Positions Include Full Time RT, RN, LPN and CNA.
- MRMC has new updates to the Core Staff! Local Respiratory Therapist hired!
- For the clinical team MRMC continues to pursue core staff members from the area.
- Recruiting efforts included positing of positions on mangumregional.net and Facebook as well as establishing Memorandums of Understanding to ensure consistence in staffing.
- MRMC Dietary team continues to serve up delicious meals to staff daily. The meals are free of charge for employees. A big thank you to Cohesive Healthcare Management for the offer!

The board would like to see some advertising on Facebook and the web site. Trustee Vincent said that the last post was November 21st.

They would like to see the promotions of the new equipment and the news of what is going on at MRMC.

Report does not need to be approved.

9. Approve CEO report.

Dale Clayton gave his CEO report.

COVID-19 Activity and Overview

- Regional 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 with positive cases increasing dramatically.

Staff and Operations Overview

State survey results were outstanding with ZERO clinical deficiencies.

- Patient care continues to be outstanding.
- Current open positions AP, RN, LPN, AND RT.
- Newly filled positions include HR, RN, LPN and CNA.
- 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. Nurse call system along with Med Gas Headboards are in process.

- Our census continued to be strong with an average daily census of 11.
 - Emergency Department assisted 166 patients.
 - Employees continue to receive free meals.
 - Report does not need to be approved.
10. Approve the following policies and procedures previously approved by Corporate (12/2021), Quality (12/16/21) and Med Staff (12/21/21).

HOSPITAL POLICY/FORM/ORDER SET/PROTOCOL REVIEW PROCESS ALGORITHM

1135 Waiver for Emergencies and Disasters Policy

Blood Product Administration Policy – Revision

IDT Note (within CPSI)

Rapid Sequence Intubation Policy

RAPID SEQUENCE INTUBATION (RSI) ADULT PROTOCOL - Revision

RAPID SEQUENCE INTUBATION (RSI) PEDIATRIC PROTOCOL – Revision

RAPID SEQUENCE INTUBATION (RSI) ADULT & PEDIATRIC CARE & DOCUMENTATION FORM – Revision

Disclosure Notice Regarding Patient Protection Against Surprise Billing

Good Faith Estimate Template

Right to Receive a Good Faith Estimate of Expected Charges Document

Disclosure Notice Regarding Patient Protection Against Surprise Billing for Nonparticipating Providers

Motion to approve the policies with the exception to remove the following .

Remove Rapid Sequence Intubation Policy

RAPID SEQUENCE INTUBATION (RSI) ADULT PROTOCOL - Revision

RAPID SEQUENCE INTUBATION (RSI) PEDIATRIC PROTOCOL - Revision

RAPID SEQUENCE INTUBATION (RSI) ADULT & PEDIATRIC CARE & DOCUMENTATION FORM - Revision

Motion made by Trustee Heiskell, Seconded by Trustee Vincent.

Voting Yea: Trustee Vanzant, Trustee Heiskell, Trustee Vincent

REMARKS

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

Dixie Peterson asked what is the reason that we are not able to find more staff locally? The answer is that they are trying but so many of the Nursing are working for staffing agencies now.

Paula Banister said the advertising needs to go in the paper as well as on Facebook or other websites. A lot of the older people don't have a computer or know how to use them.

Georgiana Lively wants to know what other marketing can be used for the advertising. Maybe some billboards to get our hospital noticed when driving through town.

REPORTS

11. Financial Report

Andrea Snider gave the financial report.

Statistics

- The average daily census in November was 10.97, this was the first time since June, ADC was below 12. We continue to remain on target towards our 11 ADC Goal, with YTD ADC totaling 10.67.
- Cash receipts for the month of November totaled \$1.1M. Additionally, \$317K in ARPA COVID funding was received and placed into restricted cash. This brought total cash receipts for the month up to \$1.4M.

Balance Sheet Highlights

- The operating cash balance of November 30th was \$600K. This \$686K decrease from October 31st balance is primarily driven by payments toward AP, and the \$317K in ARPA funds placed into reserve.
- The 2020 Cost Report Tentative Settlement underpayment was applied to the 20017 outstanding ERS loans, preventing the facility from submitting a rebuttal to request the cash be paid to the hospital. As a result, the 6/29/17 ERS loan of \$909K has been completely paid in full, and the remaining \$300K applied to the principal balance on the 12/31/17 ERRS Loan reducing this liability to 2.1M as reflected on the Medicare Payable/Receivable Schedule.

Income Statement Highlights

- Current month net patient revenue is \$1.1M, factored into this number is a \$141K adjustment to reduce the 2020 cost report receivable originally estimated and recorded at \$1.3M thus reducing November NPR.
- Operating expenses of \$1.5M continue the previous months increase. This continues to be due to the materially increased cost incurred for contract labor. Additionally, there was an increased cost of \$75K above average in purchased services due to a catch up of lab service invoices as well as a one-time fee for preparation of the 2017 cost report.
- Depreciation and Interest expense have also slightly increased by \$33K above average in November due to the combination of interest incurred from the finalized 2017 ERRS loans and COVID capital assets placed into service and depreciating.

OTHER ITEMS

12. Discussion and possible action to make a recommendation to the City Commissioners to fill the vacancy on the Mangum City Hospital Authority Board. . This vacancy can create a hardship for the board to meet if someone else is unable to be at the meetings. The board should have (5) members and only has four (4) and has been that way for a number of months.

Table until next month.

13. Discussion and possible action regarding year end employee Covid bonuses.

Motion to approve no less than \$300.00 per employee up to \$1,000.00 per employee, after the financial department has investigated how much money they have work with.

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

14. Discussion and possible action regarding the acceptance of the amendment to the Schapen Mangum Family Clinic lease agreement.

Motion to approve the amendment to Schapen Mangum Family Clinic lease agreement

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

15. Discussion and possible action regarding the renewal of the Integris Cardiovascular Physicians, LLC lease agreement.

Motion to approve the renewal of Integris Cardiovascular Physicians, LLC lease agreement in the amount of \$217.00 a month.

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

16. Discussion and possible action regarding the opening of a separate interest-bearing account specifically for ARPA funds.

Motion to approve the opening of a separate interest-bearing account specifically for ARPA Funds.

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

EXECUTIVE SESSION

17. Discussion and possible action with regard to potential issues affecting the clinic's ability to bill for services rendered where information, if publicly disclosed, would violate confidentiality requirements of state or federal law with possible executive session in accordance with 25 O.S. 307(B)(7).

Motion to enter into executive session at 7:26 pm.

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

Chairman Vanzant declared out at 7:34

OPEN SESSION

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

No action

EXECUTIVE SESSION

19. 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):

Barry Davenport MD - Courtesy Privileges

Trent Elliott DO - Courtesy Privileges

Tiffany Forster APRN-CNP - Allied Health/Temporary Privileges

Supervision Agreement - Brian Bluth, MD/Tiffany Forster, APRN

Motion to approve the staff privileges for the following. (no executive session needed)

Barry Davenport MD - Courtesy Privileges

Trent Elliott DO - Courtesy Privileges

Tiffany Forster APRN-CNP - Allied Health/Temporary Privileges

Supervision Agreement - Brian Bluth, MD/Tiffany Forster, APRN

Motion made by Trustee Vanzant, Seconded by Trustee Vincent.

Voting Yea: Trustee Vanzant, Trustee Heiskell, Trustee Vincent

OPEN SESSION

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

No action needed

STAFF AND BOARD REMARKS

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

Corry wanted to know where we stand on the new law that no person be left alone.

Jamal said they are following that now.

Transparency: 20 most commonly required procedures posted.

Jamal said we are already doing that.

Sarah wanted to thank everyone for the new dishwasher. It is great.

Corry explained the City's Auditors asked about why there is no budget for this year and no audit since 2017.

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 at 7:45 pm

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

Carson Vanzant, Chairman

Billie Chilson, City Clerk