

**STILLWATER MEDICAL CENTER AUTHORITY
BOARD OF TRUSTEES
Regular Meeting, February 25, 2020
Stillwater Medical Center Honska Conference Center
5:30 p.m.**

Present: Calvin Anthony, Lowell Barto, Dan Duncan, Beth Buchanan, Joe Haney, Dr. Cary Couch and Mayor Will Joyce

Absent:

Others: CEO, Denise Webber, Cara Pence, MD, Steven Cummings, MD, Malinda Webb, MD, Alan Lovelace, Liz Michael, Steven Taylor, Nat Cooper, Cheryl Wilkinson, Leva Swim, Ph.D., Scott Petty, Courtney Kozikuski, Jerri Oosting, Greg Stackenwalt, Brandon Mason, DO, John Koemel and Cheryl Marshall (minutes)

CALL TO ORDER

Chair, Calvin Anthony, called the meeting to order at 5:30 p.m. He and the Board congratulated Denise Webber on receiving the Health Care Hero Award.

APPROVAL OF MINUTES

Haney moved the Board approve the minutes of the January 28, 2020 regular meeting of the Stillwater Medical Center Authority Board of Trustees as presented. Barto seconded the motion and Barto, Haney, Duncan, Couch, Buchanan and Anthony and voted in favor of the motion. Will Joyce abstained, as he was unable to attend the January meeting.

BOARD EDUCATION: 3T MRI Update

Greg Stackenwalt and Brandon Mason, MD, shared that the 3T MRI provides a more superior image, a larger bore and is much more comfort to the patient. Volume is increasing and we are now receiving patients from an extended area.

APPROVAL OF COOL TEMP STERILIZATION SYSTEM

Jerri Oosting, Surgery Manager, shared that we have two types of sterilization: cool temp and steam. Cool temp is needed to sterilize delicate robotic instruments and cameras. Steris provided the low bid for the equipment at \$108,463. A 5-year service agreement was also requested.

Barto moved the purchase of the Cool Temp Sterilization System from Steris for a total cost of \$170,580 as presented. Buchanan seconded the motion, and Buchanan, Haney, Joyce, Duncan, Barto, Anthony, Couch voted in favor of the motion.

BALANCED SCORECARD REPORT

CEO, Denise Webber, shared the Scorecard report with the members. We are above or at goal in almost every category. We are below goal in recruitment, but know that we will meet that goal quickly this year.

REPORTS FROM OFFICERS

APPROVAL OF JANUARY 23, 2020 FINANCE COMMITTEE MINUTES

Lovelace reminded the Board of the decision to wait until the Finance Committee had reviewed the minutes at their meeting each month before bringing them forward to Board. He shared that at the January meeting the Committee recommended approval of the BK Ultrasound, Fusion Biopsy and the Cool Temp Sterilizer. They reviewed investment reports from Arvest and BancFirst, and reviewed cash balances.

Haney moved the Board approve the January 23, 2020 Finance Committee Minutes as presented. Couch seconded the motion, and Duncan, Barto, Buchanan, Anthony, Couch, Haney and Joyce voted in favor of the motion.

JANUARY 2020 FINANCIAL REPORT AND FEBRUARY FINANCE COMMITTEE MINUTES

Lovelace gave a PowerPoint presentation of the summary of operations for January 2020. Admissions, including rehab, were 373, above last year of 328. Average Daily Census, including rehab, was 45, above last year of 37.

Surgeries were 400 for the month, below budget of 429 and below last year of 408. Surgeries at the Surgery Center were 560 for the month, below a budget of 593 and above last year of 492.

Emergency room visits were 2,796 above budget of 2,727 and above last year of 2,546. Outpatient visits, not including ER visits, were 13,617 above last year of 12,213. Births were 72 for the month, above last year at 67.

Financial assistance was \$1M for the month. Salaries and Wages were at \$8.95M, below budget of \$9.8M. FTE's were 1,395 below budget of 1,488. Benefits were \$2.11M below budget of \$2.37M and above last year of \$1.9M.

Operating Income for the Hospitals (SMC, Perry and Blackwell) is \$1.2M above budget of \$1.1M and last year of \$842,000. Operating Income for the Clinics was \$227,000. Operating Income Consolidated is \$1.4M, above budget of \$1.18M and above last year of \$1.1M.

Operating Income for Perry Memorial Hospital in the month of January is (\$145,000). Operating Income for Blackwell Regional Hospital in the month of January is \$67,000.

YTD Operating Income Consolidated is \$1.4M, above budget of \$1.1M and last year of \$1.1M. YTD Operating Margin Consolidated is 5.8%, above budget of 4.8% and last year of 5.5%. YTD Non-Operating Revenue is

\$223,000, above budget of \$63,000 and below last year at 2.4M. YTD Net Income is \$1.6M, above budget of \$1.2M and below last year of \$3.6M.

The BancFirst investment account increased to \$57.96M. YTD Simple Return for BancFirst is .10%. The benchmark is .50%.

The Arvest investment account increased to \$8.39M. YTD Simple Return for Arvest is .13%. The benchmark is .50%.

Days in Accounts Receivable is 39 days. Days Cash on Hand is 149 days. Cash on hand is \$92.9M, compared to \$72.6M at year-end 2019.

Lovelace stated that the Finance Committee members discussed the financials, scorecard and summary of clinic operations at the February meeting.

APPROVAL OF THE JANUARY 20, 2020 BOARD OVERSIGHT COMMITTEE MINUTES

Denise Webber updated the members on the items discussed at the January 20, 2020 meeting of the SMC Board Oversight Committee of which minutes were included in the packet.

Barto moved the Board approve the January 20, 2020 Board Oversight Committee minutes as presented. Joyce seconded the motion, and Anthony, Haney, Duncan, Buchanan, Couch, Barto and Joyce voted in favor of the motion.

FEBRUARY 2020 FACILITIES REPORT AND FEBRUARY FACILITIES COMMITTEE MINUTES

Steven Taylor updated the members on the many construction projects underway and items discussed at the February Facilities Committee meeting. Stroudwater is working on the Facility Master Plan and will be ready to present their findings within the next month.

APPROVAL OF ADMINISTRATIVE POLICIES

Denise Webber shared the suggested changes to policies due for review this month. She told the Board that we are changing the wording "Stillwater Medical Center" to "Stillwater Medical" as it encompasses all of our campuses. We are also changing the wording "Hospital Board" to the "Health System Board."

Duncan moved the Board approve the Administrative policies as presented. Barto seconded the motion, and Joyce, Barto, Haney, Anthony, Couch, Buchanan and Duncan voted in favor of the motion.

CONSENT AGENDA

Denise Webber shared that the policies that were approved by each MEC at all three hospitals were included under Stillwater Medical Health System.

Dr. Pence shared that the Peripheral Intravenous Catheter Protocol (PIVC) is a research protocol in conjunction with another hospital focused on one IV that last throughout the patient's stay. This will be great for our patients and also save money.

Dr. Pence updated the Board members on policy change requests of Stillwater Medical Health Center and Stillwater Medical Center listed on the Consent Agenda. All actions listed on the consent agenda were approved through our Medical Staff Committees.

Barto moved the Board approve the Consent Agenda items of Stillwater Medical Health System and Stillwater Medical Center as presented. Haney seconded the motion, and Haney, Joyce, Buchanan, Couch, Duncan, Anthony and Barto voted in favor of the motion.

Steven Taylor updated the Board members on the policy changes and credentialing action for Stillwater Medical - Perry listed on the Consent Agenda. He shared that the Animals in the Healthcare Facility was tabled and will be reviewed again next month. All actions requested have been approved through the Medical Staff Committees.

Buchanan moved that Consent Agenda items of Stillwater Medical - Perry be approved as presented. Haney seconded the motion, and Couch, Joyce, Anthony, Barto, Haney, Duncan and Buchanan voted in favor of the motion.

Steven Taylor updated the Board members on the policy changes and credentialing action for Stillwater Medical - Blackwell listed on the Consent Agenda. All actions requested have been approved through the Medical Staff Committees.

Barto moved that Consent Agenda items of Stillwater Medical - Blackwell be approved as presented. Duncan seconded the motion, and Duncan, Buchanan, Couch, Joyce, Anthony, Barto and Haney voted in favor of the motion.

CEO REPORT

Denise Webber shared the topics of her CEO Report, which included the following:

STILLWATER MEDICAL NAMED IN TOP 35 BEST RURAL COMMUNITY HOSPITALS IN US BY EMEDIHEALTH

Stillwater Medical Center was named in the top 35 best rural hospital by eMediHealth. This award is given to rural hospitals that work to nurture a sense of community around the people they serve and function as agents for social change to ensure the well-being of the overall community.

STILLWATER SURGICAL ASSOCIATES SELECTED AT CHAMBER'S BUSINESS OF THE MONTH

February's Chamber Business of the Month is Stillwater Surgical Associates. Although the idea of surgery can be intimidating, Stillwater Surgical Associates is dedicated to making the process as smooth, simple, and successful as possible.

GROUNDBREAKING

Some of our surgery team gathered for one last look at our back lot before work began for our new Surgery/Women's Health Center! Demolition work is underway.

PEDALING FOR PARKINSON'S

Studies have shown that riding an indoor, stationary bike has been shown to reduce Parkinson's disease symptoms as much as 35%! Starting March 2nd, classes will be offered three times each week.

RECRUITMENT UPDATE

Last year was the busiest year yet at SMC with regards to recruiting and on boarding new physician and advanced practice providers (28 in total) and it appears that 2020 will likely be just as busy.

Webber shared a legislative update on Medicaid Expansion.

Webber reminded the Board members of the patient compliments behind her report. Mr. Barto shared a complimentary story of a friend's recent hospital visit.

EXECUTIVE SESSION

Barto moved the Board convene to Executive Session according to Title 25, Oklahoma Statutes, §307 (B) of the Oklahoma Open Meeting Act for the purposes of discussing the items on the agenda. Buchanan seconded the motion, and Anthony, Barto, Duncan, Couch, Buchanan, Haney and Joyce voted in favor of the motion.

Those present in Executive Session included: Board members, Anthony, Buchanan, Barto, Duncan, Haney, Couch, Joyce and Webb (Medical Staff Liaison) as well as Denise Webber, CEO; Nat Cooper, VP, Business Development; Steven Taylor, Regional CFO and Cheryl Marshall, Executive Assistant.

Duncan moved the Board return to Open Session. Couch seconded the motion and Anthony, Duncan, Barto, Joyce, Buchanan, Haney and Couch voted in favor of the motion.

RETURN FROM THE EXECUTIVE SESSION

Chairman, Anthony stated that nothing other than what was listed on the agenda had been discussed in Executive Session, and that no votes had

been taken. He further stated that he abstained from the discussion of William Anthony.

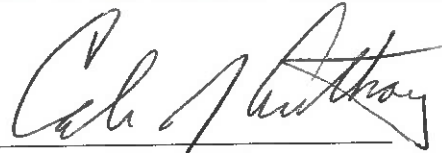
NEW BUSINESS

Prior to the meeting, Board members reviewed the following Medical Staff meeting minutes:

SMC:	<i>Performance Improvement and Patient Safety</i>	12/20/2019
	<i>Medical Executive Committee</i>	1/8/2020
	<i>Peer Review Community Minutes</i>	1/7/2020
	<i>Resource Management Committee</i>	1/14/2020
	<i>Infection Control Committee</i>	1/15/2020
	<i>Radiology Section</i>	1/22/2020
	<i>Cancer Committee Minutes</i>	1/16/2020
	<i>E-Medical Record Committee</i>	1/24/2020
	<i>Pediatrics Section</i>	2/6/2020
SM – Perry:	<i>Medical Staff</i>	2/19/2020
	<i>Infection Control Committee</i>	1/22/2020
	<i>Performance Improvement Committee</i>	1/29/2020
SM – Blackwell:	<i>Medical Executive Committee –</i>	1/15/2020
	<i>Patient Safety Clinical Quality Minutes –</i>	1/22/2020
	<i>Medical Staff Meeting –</i>	1/15/2020
	<i>Infection Control/Employee Health</i>	2/4/2020

ADJOURN

There being no further business, Couch moved that the meeting be adjourned. Joyce seconded the motion, and Joyce, Barto, Haney, Couch, Duncan, Buchanan and Anthony voted in favor of the motion. The meeting was adjourned at 6:54 p.m.



Chairman of the Board



Secretary of the Board