

**STILLWATER MEDICAL CENTER AUTHORITY**  
**BOARD OF TRUSTEES**  
**Regular Meeting, January 25, 2022**  
**Stillwater Medical Center Honska Conference Center**  
**5:30 p.m.**

**Present:** Calvin Anthony, Lowell Barto, Joe Haney, Dan Duncan, Beth Buchanan, Gary Clark and Mayor Will Joyce

**Absent:**

**Others:** CEO, Denise Webber, Dan Brown, DO, Malinda Webb, MD, Steven Cummings, MD, Alan Lovelace, Liz Michael, Nat Cooper, Cheryl Wilkinson, Michal Shaw, Steven Taylor, Kayla Isaacs, Shyla Eggers, Shelby Foster, Brian Grace and Cheryl Marshall (minutes)

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**CALL TO ORDER**

Chairman, Calvin Anthony, called the meeting to order at 5:30 p.m.

**APPROVAL OF MINUTES**

Haney moved the Board approve the minutes of the December 16, 2021 Board of Trustees meeting and the December 15, 2021 Finance Committee minutes as presented. Buchanan seconded the motion and Clark, Haney, Buchanan, Barto, Duncan, Joyce and Anthony voted in favor of the motion.

Chairman Anthony turned the meeting over to the new Chairman, Lowell Barto. Barto expressed the Board and Hospital's sincere appreciation of Anthony's many years of service. Barto read a Resolution recognizing Anthony's extraordinary leadership.

**BALANCED SCORECARD REPORT**

CEO, Denise Webber, shared that overall performance for the year was 4.5 stars.

**REPORTS FROM OFFICERS**

**NOVEMBER 2021 FINANCIAL REPORT/DECEMBER FINANCE COMMITTEE REPORT**

Lovelace gave a PowerPoint presentation of the summary of operations for December 2021. Admissions, including rehab, were 465 above budget of 410 and last year of 446. Average Daily Census, including rehab, was 62, above a budget of 42 and below last year of 68.

Surgeries were 492 for the month, above budget of 440 and last year of 445. Surgeries at the Surgery Center were 581 for the month, above a budget of 398 and last year of 464.

Emergency room visits were 2,842 above last year of 2,167. Outpatient visits, not including ER visits, were 14,070 above budget of 13,917 and last year of 13,833. Births were 75 for the month, above budget of 65 and last year at 64.

Financial assistance was \$1.7M for the month. Salaries and Wages were at \$11.6M, above budget of \$10.4M and last year of \$11.02M. FTE's were 1,590 above last year of 1,575. Benefits were \$2.1M below budget of \$2.41M and last year of \$2.9M.

Operating Income for the Hospitals is \$1.44M below a budget of \$1.46M and last year of \$301,000. Operating Income for the Clinics was \$147,000 compared to a budget of (\$175,000). Operating Income Consolidated is \$1.5M, above budget of \$1.3M and last year of (\$298,000).

Operating Income for Stillwater Medical in the month of December is \$1.4M below budget of \$1.7M and last year of \$542,000. Operating Income for Stillwater Medical Perry in December is (\$360,000) below last year of (\$6,000). Operating Income for Stillwater Medical Blackwell in December is \$105,000 above last year of (\$235,000).

YTD Operating Margin Consolidated is 5.3%, above budget of 4.6% and last year of 0.4%. YTD Non-Operating Revenue is \$19.8M, above budget of \$523,000 and below last year at \$24.8M. YTD Net Income is \$37.6M, above budget of \$15.5M and last year of \$25.9M.

The BancFirst investment account increased to \$72M. The Arvest investment account increased to \$9.7M. The Commerce investment account increased to \$15.7M.

Days in Accounts Receivable is 41 days. Days Cash on Hand is 195 days. Cash on hand is \$151.1M compared to \$140.7M at year end 2020.

Lovelace shared that the Finance Committee reviewed the financials and summary of clinic operations. Arvest presented an update on the investment portfolio. The Committee reviewed and recommended the Board approve the purchase of the surgical and robotic tables, electronic fetal monitors and cables stations. They also recommended approval of the digital radiology room renovation and requested loan.

#### **FACILITIES COMMITTEE REPORT**

Steven Taylor updated the members on the January Facilities Committee meeting. He noted that the Surgery Center project has slowed due to a delay in receiving the metal panels. He shared that the Surgery/MCHU expansion would include 14 additional ICU beds bringing the unit to 21 beds. He stated that a request to fund a part of this project would be discussed later in this meeting. He also shared that the MRI Linear Accelerator project is moving forward.

### **STILLWATER MEDICAL FOUNDATION ANNUAL REPORT**

Michal Shaw, Foundation Executive Director, presented the 2021 annual Foundation report. She shared that assets have increased to over \$9M since inception in 1985, with \$8.8M distributed to Stillwater Medical. In 2021, over \$60,000 was granted in scholarships to Stillwater Medical employees for continuing education. Women of Wellness reached 100 members in late 2021. Karman Korner grants continue to be a big help to many patients in need.

Anthony made a motion to accept the December Financial Report, January 2022 Finance Committee minutes, January 2022 Facilities Committee report and the Stillwater Medical Foundation annual report as presented. Clark seconded the motion, and Haney, Clark, Joyce, Anthony, Duncan, Buchanan and Barto voted in favor of the motion.

### **SEMI-ANNUAL CONFLICT OF INTEREST STATEMENT**

The Conflict of Interest statement is completed every six months and filed with the Secretary of State. Signatures were secured from the Board members present. No action was required.

### **APPROVAL OF RESOLUTION 2022-01**

Lovelace shared that the Resolution would authorize the officers of Stillwater Medical to execute the documents necessary to approve the new market tax credit transaction. The Resolution was prepared by the attorney.

Anthony made a motion to approve Resolution 2022-01 as presented. Haney seconded the motion, and Haney, Buchanan, Duncan, Joyce, Anthony, Clark and Barto voted in favor of the motion.

### **DISCUSSION AND POSSIBLE APPROVAL OF LOAN**

Lovelace shared a debt analysis with the members. \$26M is requested to cover the remaining portion of the ICU renovation of 14 additional beds. An additional \$14M is requested to cover the CMS advanced payments. The members discussed the amount to be loaned (\$26M or \$40M), and the risks and advantages of each.

After much discussion, Haney made a motion to approve the \$40M loan with a hurdle rate of 3%. Joyce seconded the motion, and Barto, Haney, Duncan, Joyce, Clark, Buchanan and Anthony voted in favor of the motion.

### **APPROVAL OF SURGICAL TABLES AND ROBOTIC TABLES**

Lovelace shared bid information for the purchase of surgical and robotic tables. Of the three bids received, Hillrom was the only one to include a robotic table. The members reviewed the analysis which included the non-robotic tables by Steris and Stryker.

Duncan made a motion to approve the purchase of the Hillrom surgical and robotic tables including 5-year warranty for a total of \$290,431.13 as presented. Clark seconded the motion, and Barto, Buchanan, Haney, Clark, Duncan, Joyce and Anthony voted in favor of the motion.

**APPROVAL OF ELECTRONIC FETAL MONITORS AND CABLELESS STATIONS FOR MCHU**

Shelby Foster shared that additional fetal monitors are necessary for the new Women's Health Center. One bid was received from Philips in the amount of \$197,216.30. This item was budgeted.

Anthony made a motion to approve the purchase of electronic fetal monitors and cablesless stations from Philips for a total cost of \$197,216.30 as presented. Haney seconded the motion, and Barto, Buchanan, Haney, Clark, Duncan, Joyce and Anthony voted in favor of the motion.

**APPROVAL OF PURCHASE OF MATERNAL AND NEONATAL SIMULATORS**

Foster shared that the simulators are necessary in providing nursing staff with the ability to maintain their skills and remain up to date on evidence-base practice. The current simulators have reached end of life. One bid was received from Gaumard in the amount of \$141,699.00. The Stillwater Medical Foundation has agreed to reimburse SMC \$55,240.00 once the purchase is complete.

Haney made a motion to approve maternal and neonatal stimulators as presented. Buchanan seconded the motion, and Buchanan, Clark, Barto, Joyce, Anthony, Haney and Duncan voted in favor of the motion.

**APPROVAL OF DIGITAL RADIOLOGY ROOM RENOVATION**

Steven Taylor shared that renovation is needed to replace equipment in radiology room 3. An ADA restroom is required. We received one bid from Lambert Construction. The project is on a timeline of 150 days which will include making the bathroom ADA compliant. The project cost is \$306,140.

Clark made a motion to approve the renovation of the digital radiology room by Lambert Construction for a total cost of \$306,140. Haney seconded the motion, and Buchanan, Clark, Barto, Joyce, Anthony, Haney and Duncan voted in favor of the motion.

**CONSENT AGENDA**

Dr. Brown updated the Board members on the Consent Agenda items for Stillwater Medical Health System and Stillwater Medical Center. All actions listed on the consent agenda were approved through our Medical Staff Committees.

Chairman Barto requested that the IC Infection Control policy include "and Prevention" Committee; IC Infection Control policy include "and Prevention" Policy Guidelines, IC Infection Control include "and Prevention" Program Surveillance Activities and TB Risk Assessment and Screening Risk Classifications excluded "Blackwell" making it consistent with the others.

Anthony moved the Board approve the Consent Agenda items with requested changes. Duncan seconded the motion and Joyce, Duncan, Haney, Anthony, Clark, Buchanan and Barto voted in favor of the motion.

Steven Taylor updated the Board members on the Consent Agenda items for Stillwater Medical Blackwell. All actions listed on the consent agenda were approved through our Medical Staff Committees.

Clark moved the Board approve the Consent Agenda items as presented. Haney seconded the motion and Haney, Anthony, Duncan, Joyce, Clark, Buchanan and Barto voted in favor of the motion.

### **CEO REPORT**

Webber shared the CEO Report, which included the following:

#### **2021 EMPLOYEE OF THE YEAR – JEREMY HUCKABAY**

Jeremy Huckabay was chosen by his peers as our 2021 Employee of the Year! He is known for always taking initiative and going above and beyond for those around him. We are fortunate to have Jeremy serving our team and our patients.

#### **DEBBIE SHELLY RETIRES AFTER 30 YEARS**

Debbie Shelley, LPN for Maternal Child Health Unit retired December 2021 after 30 years of service. She is truly an icon of SMC and will be greatly missed.

#### **SANDY LONGBRAKE – EMPLOYEE OF THE MONTH – JANUARY 2022**

Sandy Longbrake was nominated by her peers for Employee of the Month due to the excellent service she provides to our patients and staff.

#### **MIDNIGHT MEAL**

On December 20<sup>th</sup>, Administration served the annual Midnight Meal to approximately 85 evening/night employees.

#### **HOSPICE DIRECTOR SHARES MISSION WITH STILLWATER NOON LIONS**

Sherry Crockett, KLH Director, spoke to the Stillwater Noon Lions sharing the mission of Karmen Legacy Hospice to provide the best care possible in serving end of life needs of the patient, family, caregivers, and loved ones.

#### **NEW YEAR'S BABY**

Our 2022 New Year's baby is Rage Havoc Holler, born to Brooke Trober on January 2<sup>nd</sup>. Each year Stillwater Medical recognizes the first baby of the year with the presentation of a basket of baby essentials.

#### **COVID UPDATE**

Webber shared a report and latest statistics on COVID-19 for our health system. We currently have 26 COVID-19 inpatients and one patient in ED hold. We have been testing 600+ patients daily with an approximate 50% positivity rate. Staffing has been one our biggest challenges. We work each day to provide each area with the staff needed.

We were able to open a dedicated COVID-19 testing site, which has helped stabilize the volume of patients being seen in the ER and Urgent Cares. Testing is being offering M-F from 8-5 by appointment at the 12<sup>th</sup> Street Plaza.

We are aware of the deadlines and are working towards 100% compliance with the Vaccine Mandate. We are currently meeting the first deadline of February 14<sup>th</sup>.

Webber shared that she has been visiting with the physicians concerning vaccination recommendations.

### **STROKE SURVEY**

DNV conducted its recertification survey for our stroke program on January 6-7 through a remote survey process due to the current level of COVID. The surveyor was very complimentary of the program.

### **MEDICAL STAFF RECRUITMENT UPDATE**

Schyler Alley, PA joined our team and plans to be a part of Stillwater Medical Physicians Clinic seeing mainly Medicaid patients. However, since her arrival, she has been much needed help in our urgent cares. We continue to have contract discussions with the pulmonologist. We also had a visit from a Hospitalist candidate.

### **CONSTRUCTION UPDATE**

An update of the ongoing construction projects was shared with the members.

Patient compliments and area announcements were shared with the members.

### **NEW BUSINESS**

None.

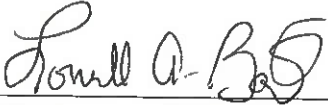
### **OTHER BUSINESS**

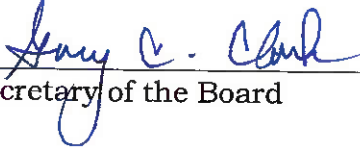
Prior to the meeting, Board members reviewed the following Medical Staff meeting minutes:

<i>Stillwater Medical Center:</i>	<i>Medical Executive Committee</i>	<i>12/8/2021</i>
	<i>Utilization Review Committee</i>	<i>12/14/2021</i>
	<i>Peer Review Committee</i>	<i>01/04/2022</i>
	<i>OB Section</i>	<i>1/6/2022</i>
<i>Stillwater Medical Blackwell:</i>	<i>Medical Executive Committee</i>	<i>12/15/2021</i>
	<i>Patient Safety Quality Meeting</i>	<i>1/12/2022</i>

**ADJOURN**

There being no further business, Clark moved that the meeting be adjourned. Anthony seconded the motion, and Haney, Duncan, Anthony, Barto, Joyce, Clark and Buchanan voted in favor of the motion. The meeting was adjourned at 7:16 p.m.

  
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Chairman of the Board

  
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Secretary of the Board