

**STILLWATER MEDICAL CENTER AUTHORITY  
BOARD OF TRUSTEES  
Regular Meeting, May 28, 2024  
Stillwater Medical Center, Honska Conference Center  
5:30 p.m.**

**Present:** Dan Duncan, Gary Clark, Lowell Barto, Dr. Todd Green, Mayor Will Joyce, Denise Weaver and Cheryl Wilkinson

**Absent:**

**Others:** Denise Webber, Dr. Mark Paden, Dr. Steven Cummings, Dr. Mark Damon, Alan Lovelace, Steven Taylor, Kayla Isaacs, Jovan Smith, Dawn Kregel, Tamie Young, Michal Shaw, Shyla Eggers, Necia Kimber, Joe Ogle, Andrew Castillo (D & Co.), Butch Koemel (attorney), Will Trachte (intern w/attorney) and Cheryl Marshall (minutes)

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**CALL TO ORDER**

Chairman, Dan Duncan, called the meeting to order at 5:33 p.m.

**APPROVAL OF MINUTES**

Clark made a motion to approve the April 23, 2024, Board of Trustees minutes; April 17, 2024, Finance Committee minutes; and April 15, 2024, Medical Staff Integration Committee minutes as presented. Wilkinson seconded the motion and Barto, Joyce, Duncan, Weaver, Green, Clark and Wilkinson voted in favor of the motion.

**APPROVAL OF 2023 AUDIT REPORT**

Andrew Castillo with Durban and Company, LLP, presented the 2023 Accountants' Report and Financial Statement (Audit Report). He shared the summarized financial results, as well as ratios and trends. Stillwater Medical compared favorably with hospitals in Oklahoma. He and his team assessed risk and praised the team for the welcoming environment. No material adjustments were made. The report in detail was included in the Board packet and reviewed by the members.

Barto moved the Board approve the 2023 Audit Report as presented. Clark seconded the motion and Weaver, Duncan, Wilkinson, Barto, Joyce, Green and Clark. voted in favor of the motion.

**2024 ORGANIZATIONAL SCORECARD REPORT**

CEO Webber shared the star rating in each category and the efforts underway. We received a 4-star quality rating from CMS and are 5-star in Outpatient Service and Growth. We received notification that we were

named in Modern Healthcare's Best Places to Work for the 13<sup>th</sup> year in a row!

#### **ANNUAL COMPLIANCE/ETHICS REPORT**

Necia Kimber shared the Compliance Activities and Evaluation 2023 Report with the members. She noted that the Committee continues to work to resolve compliance issues and realign processes, perform audits, validations and policies with current Office of Internal General (OIG) and compliance programs evidence based best practices. She shared the 2023 compliance program activities, current focus areas and resolutions.

#### **ACCEPTANCE OF REPORTS FROM OFFICERS**

##### **APPROVAL OF QUALITY ASSURANCE PERFORMANCE IMPROVEMENT (QAPI) REPORT**

Necia Kimber shared the Clinical Performance Scorecard with the members. These metrics are a guide to areas of focus to provide quality care to our patients.

#### **APRIL 2024 FINANCIAL REPORT/MAY FINANCE COMMITTEE REPORT**

Alan Lovelace provided a PowerPoint summary of operations for April 2024. Admissions, including rehab, were 415 below budget of 430, and above last year of 378. Average Daily Census, including rehab was 53, compared to a budget of 50 and last year of 51.

Surgeries were 482 for the month, above last year of 410. Surgeries at the Surgery Center West were 593 for the month, below last year of 659.

Emergency room visits were 2,673 above last year of 2,511. Outpatient visits, not including ER visits, were 14,641 above last year of 13,104. Clinic Visits were 24,990 for the month, in line with last year of 24,094. Births were 89 for the month, compared to a budget of 67 and last year at 36.

Financial assistance was \$851,000 for the month. Salaries and Wages were at \$12.15M, above budget of \$11.8M, and last year of \$10.6M. FTE's were 1,551 below budget of 1,592 and above last year of 1,522. Benefits were \$3.0M above budget of \$2.94M and last year of \$2.7M.

Operating Income Consolidated is \$1.6M, above last year of \$807,000. Operating Income for the Hospitals is \$2.0M above last year of \$1.5M. Operating Income for Stillwater Medical is \$1.7M, below last year of \$2.2M. Operating Income for SM Perry is \$11,000 compared to last year of (\$219,000). Operating Income for SM Blackwell is \$214,000, above last year of (\$470,000). Operating Income for the Clinics is (\$383,000) compared to a budget of (\$757,000) and last year of (\$785,000).

Operating Income for the Hospitals year to date is \$3.8M compared to last year of \$3.2M. Operating Income for the Clinics year to date is (\$2.4M) compared to last year of (\$3.1M). Operating Margin for the Hospitals is

4.54% compared to last year of 4.38%. Operating Margin for the Clinics is - 6.7% compared to a budget of - 6.0% and last year -9.0%.

YTD Operating Margin Consolidated is 1.11%, compared to a budget of 2.19% and last year of 0.13%. YTD Non-Operating Revenue is (\$147,000), below budget of \$716,000 and last year at \$5.94M. YTD Net Income Consolidated is \$1.19M, below budget of \$3.2M and last year of \$4.7M.

The BancFirst investment account decreased to \$83.2M and year to date is .01%. \$11M was moved to operations in April. The Arvest investment account decreased to \$9.4M and year to date is 0.53%. The Commerce investment account decreased to \$15.6M and year to date is 2.12%. Consolidated Investments for April is \$108.3M.

Days in Accounts Receivable is 38 days. Cash Collections for April was \$26.1M compared to \$22.8M in the 1st quarter. Net AR Balance Consolidated in April was \$52.6M. Days Cash on Hand is 138 days. Cash on hand is \$122.3M compared to \$139M at year end 2023.

A YTD Operating Income Summary vs Budget and Investment Bank Performance was provided.

Lovelace shared that the Finance Committee reviewed the financials and summary of clinic operations. BancFirst presented SMC's investment portfolio update. The 2023 Audit Report was presented to the members in detail.

#### **FACILITIES COMMITTEE REPORT**

Steven Taylor shared the Facilities Committee report. He noted that phase II of the Surgery project is underway and expected to be complete this fall. We are expecting OSDH approval on the ICU project on July 11<sup>th</sup>. We will need to replace a chiller that is at end-of-life later this year. An air handling unit will also need to be replaced. Both projects will come back to the Committee and Board in the coming months.

#### **MEDICAL STAFF INTEGRATION COMMITTEE REPORT**

Joe Ogle shared the Medical Staff Integration Committee report. He noted that we are working to recruit several specialties. We have planned visits with anesthesiologists and cardiologists this month.

Weaver made a motion to accept the QAPI Report, Financial Report, May Finance Committee, Facilities Committee and Medical Staff Integration Committee Report. Green seconded the motion, and Green, Barto, Wilkinson, Duncan, Weaver, Clark and Joyce voted in favor of the motion.

#### **APPROVAL OF RATIFICATION 2024-03**

Steven Taylor shared details concerning the finalization of the property purchase located at 400-404 Fairview Ave, Ponca City, Oklahoma.

Barto made a motion to approve Ratification 2024-03 as presented. Joyce seconded the motion and Joyce, Barto, Wilkinson, Clark, Duncan, Weaver and Green voted in favor of the motion.

### **APPROVAL OF ADMINISTRATIVE POLICIES**

Denise Webber shared recommended changes to the following policies: Marketing and Public Relations Code of Ethics and Standards, Workers' Compensation/Restricted Duty and Drug and Alcohol Testing. Barto recommended minor changes to the Drug and Alcohol Testing policy.

Barto made a motion to approve the Administrative Policies with the recommended changes. Weaver seconded the motion, and Clark, Joyce, Weaver, Duncan, Wilkinson, Barto and Green voted in favor of the motion.

### **CONSENT AGENDA**

Dan Duncan updated the Board members on all Consent Agenda items for the Stillwater Medical Center Health System, Stillwater Medical Center and Rural Emergency Hospitals in Blackwell and Perry. All actions listed on the consent agenda were approved through our Medical Staff Committees.

Clark moved the Board approve the Consent Agenda including the credentialing actions. Barto seconded the motion and Wilkinson, Green, Weaver, Barto, Joyce, Duncan and Clark voted in favor of the motion.

### **CEO REPORT**

CEO, Denise Webber shared the following report with the members:

### **BEST PLACES TO WORK – 13 YEARS IN A ROW!**

We were excited to receive notification by Modern Healthcare that we were named in the Best Place to Work in Healthcare list for the 13<sup>th</sup> year in a row! We are planning a celebration of our entire team this Fall.

### **HOSPITAL WEEK CELEBRATION!**

This year we had "A Very 90's Hospital Week" that featured fun activities like a scavenger hunt, ice cream delivery, photo challenge and a family outing to Lost Creek Safari. Team members were also treated to delicious hamburgers and hotdogs at the annual picnic. It was a great week!

### **CELEBRATING OUR NURSES!**

It was a privilege to honor our incredible nurses during Nurses Week. We asked local businesses to help us "Light Up The Sky" to recognize the spirit of the nursing profession – and we are thankful so many of them did! Stillwater Medical has 482 nurses systemwide providing compassionate and safe care to our patients each and every day.

### **DAISY AWARD RECEPTION**

We celebrated our DAISY Award Winners and Nominees with a meet and greet session with the DAISY Foundation Regional Program Director, Rebecca Blay. It was wonderful to see all the faces of DAISY here at Stillwater Medical.

### **SPOTLIGHT ON STILLWATER MEDICAL**

Each week, in the weekend edition Health section, the NewsPress is spotlighting Stillwater Medical. The first three articles published featured the Drummond Eye Clinic, Joint Replacement, and the MR-Linac.

### **ARTICLE BY CIERA WHITMORE PUBLISHED IN AMERICAN PHYSICAL THERAPY ASSOCIATION HOME HEALTH QUARTERLY REPORT**

Stillwater Medical Center Home Health Services Occupational Therapist, Ciera Whitmore, authored a published article in the American Physical Therapy Association (APTA) Home Health Quarterly Report. We appreciate the great work by Ceira.

### **JEFFREY CORBETT PRESENTS TO STILLWATER NOON LIONS CLUB LIONS WELCOME VISITORS FROM SMC AND OSU**

Jeffrey Corbett presented at the Noon Lions the many areas of service enhanced by volunteers.

### **IMPLEMENTATION OF PHREESIA ONLINE REGISTRATION PROCESS AND APPOINTMENT REMINDERS**

Stillwater Medical will be launching a new streamlined process for clinic registration called Phreesia. This electronic process will allow our patients to complete pre-registration and send out appointment reminders.

### **MEDICAL STAFF UPDATE**

Stacy Ellis, PA-C, began seeing patients at Stillwater Medical Urgent Care & Occupational Medicine in February 2024. She is a versatile provider with expertise spanning primary care, rheumatology, psychiatry, and orthopedic surgery. Wendy Madison, APRN, began seeing patients in both Pawnee and Morrison in early April.

### **CLINICAL DOCUMENTATION AUDIT**

Administrative Consultant Service recently performed a prebill audit. Overall audit accuracy was 95%! This kind of accuracy rate on a "random" sample...would be great, but for the team to get this on a "targeted" audit is truly superior!

### **INDUSTRY UPDATE**

Webber shared an industry update, as well as patient compliments with the members.

### **NEW BUSINESS**

None

## **OTHER BUSINESS**

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

### *Stillwater Medical Center:*

<i>General Medical Staff</i>	<i>May 9, 2024</i>
<i>Emergency Section</i>	<i>May 9, 2024</i>
<i>Medical Executive Committee</i>	<i>May 8, 2024</i>
<i>Credentials Committee</i>	<i>May 7, 2024</i>
<i>Surgery/ Anesthesia Section</i>	<i>May 9, 2024</i>

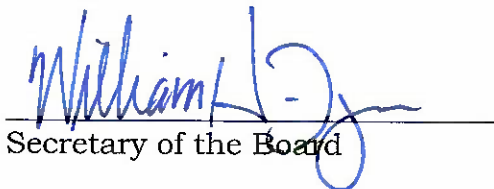
### *Stillwater Medical Blackwell:*

<i>Medical Executive Committee</i>	<i>April 17, 2024</i>
<i>IC/ Employee Health</i>	<i>May 7, 2024</i>
<i>Patient Safety Quality Meeting</i>	<i>May 8, 2024</i>
<i>Radiation Safety Committee</i>	<i>April 30, 2024</i>

## **ADJOURN**

There being no further business, Barto moved that the meeting be adjourned. Weaver seconded the motion, and Green, Duncan, Weaver, Barto, Joyce, Clark and Wilkinson voted in favor of the motion. The meeting was adjourned at 6:54 p.m.

  
Chairman of the Board

  
Secretary of the Board