



OSU Medical Trust Minutes

OSU Medical Authority and Trust
Jan 18, 2024 at 1:30 PM CST
@ OSU-CHS, 1111 W. 17th St., Tulsa

Notice of the meeting was given in writing to the Oklahoma Secretary of State more than forty-eight (48) hours prior to the meeting, and the agenda of this meeting was posted at all entrances of Oklahoma State University Center for Health Sciences, 1111 West 17th Street; twenty-four (24) hours prior to such meeting, excluding Saturdays, Sundays, and legal holidays, in compliance with the Oklahoma Open Meeting Act.

Attendance

Present:

Members: Ellen Buettner, Jay Helm, Michael Herndon, Barry Steichen, Johnny Stephens
Guests: Eric Atkinson, Dennis Blankenship, Adam Bradley, Glenn Coffee, Melissa Cox, Karlee Gholson, Finny Mathew, Eric Polak, Michael Rogers, Jessica Russell, Bill Schloss, Terri Tinkler, Erica Woolf

Absent:

Members: Doug Evans, Billy Taylor

- I. Call to order and establishment of a quorum – Jay Helm, Chairman

The meeting was called to order by Chairman Jay Helm at 1:42 PM. After a roll call, Chairman Helm declared that a quorum of the Trustees of the Oklahoma State University Medical Trust was present for the meeting.

- II. Discussion, consideration, and possible vote to approve the minutes from the December 14, 2023 meeting, and any amendments made thereto by Trustees – Jay Helm, Chairman
- ACTION

 [Draft-OSU Medical Trust Minutes 12.14.2023.pdf](#)

Motion:

Motion to approve the minutes from the December 14, 2023, meeting, and any amendments made thereto by Trustees.

Motion moved by Barry Steichen and motion seconded by Johnny Stephens. Aye: Steichen, Buettner, Herndon, Helm, Stephens Nay: None Abstain: None

- III. Reserved Time for Comments from Elected Medical Staff Leadership (if requested) – Adam Bradley, DO, Chief of Medical Staff

Dr. Bradley introduced himself as the new Chief of Staff.

- IV. Recommendations of the Medical Executive Committee from its meeting on January 17, 2024 – Adam Bradley, DO, Chief of Staff

- A. Discussion, consideration, and possible vote to approve the Organized Medical Staff Renewal Appoint. and Credentials, Additional Privilege Requests, Temporary Privilege Request, Staff Status Changes and Resignations - ACTION

 [01-2024 CREDENTIALING REPORT for BOT.pdf](#)

Dr. Bradley went over the reports and stated they were approved at the MEC and Credential Committee and were recommended to be approved by the Trust.

Motion:

Motion to approve the Organized Medical Staff Renewal Appoint. and Credentials, Additional Privilege Requests, Temporary Privilege Request, Staff Status Changes and Resignations.

Motion moved by Johnny Stephens and motion seconded by Ellen Buettner. Aye: Steichen, Buettner, Herndon, Helm, Stephens Nay: None Abstain: None

- B. Discussion, consideration, and possible vote to approve the Medical Staff privilege form - ACTION

 [OSUMC Ophthalmology priv form.pdf](#)

Damon Baker reported this was approved at MEC and recommended to be approved by the Trust.

Motion:

Motion to approve the Medical Staff privilege form.


Motion moved by Michael Herndon and motion seconded by Ellen Buettner. Aye: Steichen, Buettner, Herndon, Helm, Stephens Nay: None Abstain: None

- C. Discussion, consideration, and possible vote to approve new policies, policy amendments and retirement of policies - ACTION

 [Bloodborne Exposure Prevention Plan for OSUMC-Changes.pdf](#)

 [Physical Environment Management Plan-Changes.pdf](#)

 [Dialysis Emergency and Disaster Communication.pdf](#)

 [Dialysis Fire and Disaster Drill.pdf](#)

 [Guidelines for Emergency Preparedness in Outpatient Dialysis Facility-Changes.pdf](#)

Finny Mathew reported these were reviewed and approved at Quality Committee Meeting and recommended to be approved by the Trust.

- D. Discussion, consideration, and possible approval of added, updated and retired performance improvement measures - ACTION

 [Orange Team New Retire Revise Jan 24 Proposed.pdf](#)

Finny Mathew reported these were reviewed and approved at Quality Committee Meeting and recommended to be approved by the Trust..

- E. Information Only

1. November - December 2023 Performance Improvement Measures

 [Gray and Orange PI Reports for MEC January 2024.pdf](#)

2. Quality Committee Meeting Minutes

 [November 2023 QC Meeting Minutes.pdf](#)

3. ACHC Post Survey Compliance Monitoring

 [ACHC Post Survey Tracker DECEMBER 2023.pdf](#)

Finny Mathew reported items E.1-3 were reviewed and approved at Quality Committee and the Board reviewed and accepted them.

- V. CONTRACTUAL AGREEMENTS and EMPLOYMENT ACTIONS – Jay Helm, Chairman

- A. Discussion, consideration, and possible vote to approve amendments to the Management Services Agreement for OSUMCPS, LLC- ACTION

 [Amendment OSUMCPS and OSUCHS management agreement updated 1.10.24 4881-5636-4699 v.1.docx](#)

This item is being tabled until the March Trust meeting.

- B. Discussion, consideration, and possible vote to authorize OSUMCPS, LLC to enter into a consulting agreement with J. Russell Consulting, LLC in the amount not to exceed \$200,00.00. - ACTION

Motion:

Motion to authorize OSUMCPS, LLC to enter into a consulting agreement with J. Russell Consulting, LLC in the amount not to exceed \$200,00.00.

Motion moved by Johnny Stephens and motion seconded by Barry Steichen. Aye: Steichen, Buettner, Herndon, Helm, Stephens Nay: None Abstain: None


VI. FINANCE COMMITTEE – Doug Evans, Finance Committee Chairman

- A. Review of Month to Date and Year to Date November 2023 Financials

 [OSUMT Financial Statements November Trust.pdf](#)


Eric Atkinson went over this in detail in the Finance Committee meeting. There were no further comments or questions at this meeting.

- B. Discussion, consideration and possible vote to approve the Contracting Services Management Policy for OSUMCPS, LLC- ACTION

 [Contracting Services Management Eff 01182024.wls.docx](#)

This is being tabled until the March meeting.

- C. Discussion, consideration and possible vote to approve the Community Care insurance renewal rates - ACTION

 [C07120 OSU Medical Center 2024 PPO Renewal Rates.pdf](#)

 [C07120 OSU Medical Center 2024 HMO Renewal Rates.pdf](#)


Eric Atkinson went over the renewal rates and stated it was recommended for approval by the Trust at the Finance Committee meeting.

Motion:

Motion to approve the Community Care insurance renewal rates for both the PPO and HMO.

Motion moved by Johnny Stephens and motion seconded by Michael Herndon. Aye: Steichen, Buettner, Herndon, Helm, Stephens Nay: None Abstain: None

- D. Parking Garage Update

 [Parking Garage Update .pdf](#)

This was discussed at the Finance Committee meeting. The Board had no other comments or questions at this meeting.

VII. ERP Update - Eric Atkinson, Chief Financial Officer

 [ERP - Trust Update.pdf](#)


Eric Atkinson went over the report that starts on page 185 of the packet. Resources and staffing is in yellow due to the fact the HCM analyst and training manager have yet to be hired. No were no further questions from the Board.


VIII. Annual Board Self-Assessment 2024

 [OSUMC BOD Annual Self-Assessment 2024.pdf](#)

These need to be filled out and returned in the self-addressed envelopes.


IX. Oklahoma State University Medical Center President's Update – Finny Mathew, MHA, President

 [Administrator Update Trust 2024.01.18.pdf](#)

 [Lean Health Care Internships - A Novel Systems-Based Practice Education Program for Undergraduate Medical Students.pdf](#)

Finny Mathew brought to the Board's attention the write up about OSU on lean health care curriculum and modality applications and internships published in the Journal of Academic Medicine on page 197. He gave updates on construction, major organizational initiatives, organizational chart changes and discussed the upcoming February director retreat.

X. PSLLC Update - Melissa Cox, Executive Director - OSU Medicine

 [PSLLC Update January 2024.pdf](#)

Melissa Cox went over the Medical Group referral integrity, patient satisfaction, and provider updates. She also discussed the reinvesting in the Group with near term recruitment, longer term recruitment and the development priorities for each.

XI. Unfinished Business – Jay Helm, Chairman

None

XII. NEW BUSINESS (Limited to Matters Not Known About and Which Could Not Have Been Reasonably Foreseen Prior to Posting of the Agenda) – Jay Helm, Chairman

None

XIII. ANNOUNCEMENTS (if any) – Jay Helm, Chairman

- A. Next regularly scheduled Trust meeting: Thursday, March 28, 2024, at OSU-CHS, 1111 W. 17th St. Tulsa

XIV. EXECUTIVE SESSION – Jay Helm, Chairman

- A. Discussion, consideration, and possible vote to convene Executive Session, as authorized by Title 25, Oklahoma Statutes, Section 307.B.1, to discuss in further review the implementation requirements of a member of the credentialed medical staff - ACTION

Motion:

Motion to resolve into Executive Session.

Motion moved by Barry Steichen and motion seconded by Michael Herndon. Aye: Steichen, Buettner, Herndon, Helm Nay: None Abstain: None

- B. Discussion, consideration, and possible vote to adjourn the Executive Session and reconvene to the Trust Meeting - ACTION

Motion:

Motion to adjourn the executive session and reconvene to the Trust meeting.

Motion moved by Ellen Buettner and motion seconded by Barry Steichen. Aye: Steichen, Buettner, Herndon, Helm Nay: None Abstain: None

XV. Credentialed Medical Staff Review

- A. Discussion, consideration, and possible vote to approve and authorize the implementation requirements of a member of the credentialed medical staff as recommended by the Medical Executive Committee - ACTION

Motion:

Motion to approve and authorize the implementation requirements of a member of the credentialed medical staff as recommended by the Medical Executive Committee.

Motion moved by Barry Steichen and motion seconded by Ellen Buettner. Aye: Steichen, Buettner, Herndon, Helm Nay: None Abstain: None

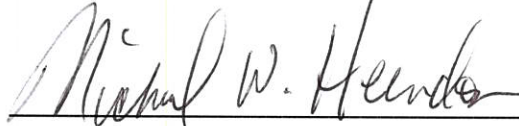
XVI. ADJOURNMENT – Jay Helm, Chairman

Motion:

Motion to adjourn the meeting at 2:38 PM.

Motion moved by Barry Steichen and motion seconded by Michael Herndon. Aye: Steichen, Buettner, Herndon, Helm Nay: None Abstain: None

Oklahoma State Medical Trust Committee

A handwritten signature in black ink, reading "Michael W. Herndon", written over a horizontal line.

Secretary