



# OSU Medical Trust Minutes

OSU Medical Authority and Trust

10/24/2024 1:30 PMCDT

@ OSU CHS, 1111 W. 17<sup>th</sup> St. Tulsa, North Hall Executive Boardroom

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 17<sup>th</sup> 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, Johnny Stephens, Billy Taylor

Guests: Eric Atkinson, Damon Baker, Adam Bradley, Melissa Cox, Mike Fields, Catherine Gann, Heidi Holmes, Finny Mathew, Eric Polak, Michael Rogers, Bill Schloss, Terri Tinkler, Erica Woolf

### Absent:

Members: Doug Evans, Barry Steichen

- I. Call to order and establishment of a quorum (Presenters: Jay Helm)

The meeting was called to order by Chairman Helm at 1:32 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 August 22, 2024 meeting, and any amendments made thereto by Trustees – ACTION (Presenters: Jay Helm)

 [Draft-OSU Medical Trust Minutes 8.22.2024 .pdf](#)



It was brought to the attention of the Board that item VI. C. had the wording "w"th Management returning to the October 24, 2024, meeting for final authorization to close on the property" "dded to the vote.

### Motion:

Motion to approve the minutes from the August 22, 2024 meeting, and any amendments made thereto by Trustees.

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

III. Recommendations of the Medical Executive Committee from its meeting on September 18, 2024 (Presenters: Adam Bradley)

- 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 (Presenters: Adam Bradley)

 [Credentialing Report 2024.09.pdf](#)

CREDENTIALING REPORT for 2024.10

The September slate of physicians was accidentally added to the Board packet instead of October. After Executive session, the October Medical Staff candidates were displayed and a vote was taken with the updated and correct slate. Dr. Bradley mentioned these were all approved at the Credential and MEC committees.

**Motion:**

Motion to approve the Organized Medical Staff Initial applications, Reappointments, Special Privilege Requests, and Resignations.

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

IV. EXECUTIVE SESSION – Jay Helm, Chairman

- A. Discussion and consideration, 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 (Presenters: Damon Baker, Adam Bradley)
- B. Discussion, consideration, and possible vote to convene Executive Session, as authorized by Title 25, Oklahoma Statutes, Section 307.B.4, for the purpose of discussing pending litigation, risk management and other proprietary information - ACTION (Presenters: Brandon Whitworth)

**Motion:**

Motion to convene Executive Session, as authorized by Title 25, Oklahoma Statutes, Section 307.B.4, for the purpose of discussing pending litigation, risk management and other proprietary information.

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

- C. 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 Johnny Stephens and motion seconded by Billy Taylor. Aye: Helm, Herndon, Buettner, Stephens, Taylor Nay: None Abstain: None

- V. Discussion and consideration and possible vote to implement requirements of a member of the credentialed medical staff (Presenters: Adam Bradley)

**Motion:**

Motion to accept the recommendations of the Medical Executive Committee and implement requirements of a member of the credentialed medical staff.

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


- VI. QUALITY COMMITTEE (Presenters: Michael Herndon)

- A. Discussion & Summary of Quality Committee Meeting (Presenters: Michael Herndon)

Dr. Herndon provided a summary of the October 16, 2024, Quality Committee of the Trust meeting. In that meeting the committee discussed and revised the Hazard Vulnerability Analysis (HVA) policy and Quality Assurance and Performance Improvement (QAPI) Plan. Additionally, Gray and Orange team process improvement metrics were reviewed with focused discussion on CT results. The Stress Lab and ECHO AIM statement, dietary screening and dietary consult PI's were updated. There was discussion about readmissions, noting that OSUMC's readmission rates are under the nationally observed rates. The overall pay for performance dashboard was reviewed and highlights include HAC data

for CLABSI, CAUTI, C-Diff, and MRSA are trending under threshold for the last quarter of FY24 and for FYQ1.


B. Quality Committee of the Trust Minutes - Information Only

 [Quality Committee of the Trust Minutes 2024.08.21.pdf](#)

C. 2023 QAPI Plan Evaluation - Information Only

 [2023 QAPI Evaluation 2024.10.15.pdf](#)

D. 2024 QAPI Plan Annual Review - Information Only

 [Quality Assurance and Performance Improvement -QAPI Plan \[2024 Annual Review\].pdf](#)


VI items B-D were reviewed by the Trust.


VII. CONTRACTUAL AGREEMENTS and EMPLOYMENT ACTIONS – Jay Helm, Chairman


A. Discussion, consideration, and possible vote to approve a VOIP Contract - ACTION (Presenters: Finny Mathew, Guests: Heidi Holmes)

State Contract Link:

<https://www.ok.gov/dcs/solicit/app/viewAttachment.php?attachmentID=74688>

 [SBAR VOIP 2024.10.24.docx](#)

 [Cox Service Agreement.docx](#)

 [Cox Business Associate Addendum.docx](#)


Finny Mathew reported on the phone system failing within the hospital. This is a contract with Cox communication to implement Cox services. There are other "add on" components that will come at later dates but not require trust approval due to the dollar amounts. The contract is based on the State of Oklahoma contract with Cox.

**Motion:**

Motion to approve a VOIP Contract.

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

B. Discussion, consideration, and possible vote to approve CMAR for c-section project - ACTION (Presenters: Catherine Gann)

 [SBAR CMAR Selection C-Section 2024.10.24.docx](#)

Catherine discussed how the Trust has already approved \$6 million for this project. She requested approval to enter into an agreement with Flintco as the CMAR. There are some slight economies of scale as Flintco is already on site for the parking garage construction project.

**Motion:**

Motion to approve CMAR for c-section project.

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

- C. Discussion, consideration, and possible vote to approve an increase in the stipend for UTB Anesthesia - ACTION (Presenters: Erica Woolf)

 [SBAR UTB Anesthesia 2024.10.24.docx](#)

The Trust discussed market factors impacting increases in anesthesiology salaries. Other hospitals in Tulsa have experienced significant disruption and are now attempting to recruit OSUMC based providers. Dr. Bradley, a surgeon and Chief of Staff, voiced support of the quality of care provided by the current anesthesia group.

**Motion:**

Motion to approve an increase in the stipend for UTB Anesthesia.

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


VIII. FINANCE COMMITTEE – Doug Evans, Finance Committee Chairman

- A. Review of Month to Date and Year to Date September 2024 Financials

 [OSUMC September 2024 Presentation Trust.pdf](#)

This was discussed in detail during the Finance Committee meeting. No new comments or questions.

- B. Discussion, consideration, and possible vote to approve a previously budgeted discretionary bonus for employees - ACTION (Presenters: Eric Atkinson)

 [SBAR Employee Bonuses 2024.pdf](#)

This was discussed in detail during the Finance Committee meeting. No new comments or questions.

**Motion:**

Motion to approve a previously budgeted discretionary bonus for employees.

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

- C. Discussion, consideration and possible vote to approve the Risk Management Plan - ACTION (Presenters: Eric Atkinson)

 [Risk Management Plan.pdf](#)

This was discussed in detail during the Finance Committee meeting. No new comments or questions.


**Motion:**


Motion to approve the Risk Management Plan.


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


- D. Discussion regarding the hospital expansion project (Presenters: Finny Mathew, Eric Atkinson, Catherine Gann, Eric Polak)


 [SBAR Hospital Expansion - -rust.docx](#)

 [Medical Center Expansion Rendering Presentation .pptx](#)

 [BCL Budget 2024.10.22.pdf](#)

 [Base Plus Alternates Cash Flow Projection 2024.10.21.pdf](#)

 [Base Cash Flow Projection 2024.10.21.pdf](#)

 [POB Assessment Executive Summary 2023.06.29.docx](#)


 [POB Assessment 2023.06.29.pdf](#)

 [Stonebridge Initial Estimate.pdf](#)

Management brought this item forward to obtain philosophical agreement regarding the direction of the expansion project before seeking a formal approval. The funding scenarios were discussed in detail during the Finance Committee meeting. Finny Mathew recapped the different scenarios. Catherine Gann then presented the most up to date renderings and mentioned the

different companies that are involved in the design process. There were no objections to the design philosophies represented in the renderings. Eric Polak discussed the budget check list, alternates, and gave background on the reasoning for each. The Trust provided general direction to plan for the \$197,000,000 option which includes the base plus all alternates. Consistent with discussion at the Finance Committee, Management is to seek out and work with local banks to look at private funding options. The Trust asked Regent Billy Taylor to work directly with management to assist in assessing and to advise on various debt structures. Management is to return to the Trust with additional information for a formal vote at the December 5, 2024 meeting.

E. HireCall Building Update (Presenters: Bill Schloss)

 [HireCall.update10.23.24.pptx](#)

This was discussed in detail during the Finance Committee meeting. No new comments or questions.

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


Finny Mathew and Eric Atkinson gave an update on major organizational initiatives, including Dialysis JV, ERP, Neurology Service and Residency, Neurosurgery Residency, and Oncology.

A. Construction Updates (Presenters: Catherine Gann)

Catherine Gann gave an update on the start of construction on the orthopedic clinic which is to relocate that from the Physician office building that is being torn down. The new clinic will be relocated to the 1st floor of the existing hospital. Three additional projects that were approved at the last Trust meeting are now underway: graduate medical education space, the nursing logistics space, and the women's imaging space.


B. Informational Thank You Notes

1. Hospitality Under the Stars 2024 Fiesta Thank You Note


 [Thank You Note.pdf](#)

 [Thank You Under the Stars.pdf](#)

2. Emergency Department Patient Family Thank You Note

 [Patient Thank You.pdf](#)

The Trust reviewed the notes.

- X. Professional Services, LLC Update -Melissa Cox  
 [OSU Medical Group Update October 2024.pdf](#)

Melissa Cox gave an update on Clinic Volume, RVU Comparison, MIPs Comparison, Patient Satisfaction, and Providers starting.

- XI. Reports from Subsidiary Entities – Eric Polak, Chief Executive Officer, OSUMA&T  
None
- XII. Unfinished Business (Presenters: Jay Helm)  
None
- XIII. NEW BUSINESS (Limited to Matters Not Known About and Which Could Not Have Been Reasonably Foreseen Prior to Posting of the Agenda) (Presenters: Jay Helm)  
None
- XIV. ANNOUNCEMENTS (if any) (Presenters: Jay Helm)  
A. Next regularly scheduled Trust meeting: Thursday, December 12, 2024, at OSU-CHS, 1111 W. 17th<sup>St</sup>. Tulsa  
This could be moved to December 5th An email will be sent it to see if we would have quorum.

- XV. ADJOURNMENT (Presenters: Jay Helm)

**Motion:**

Motion to adjourn the meeting at 3:14PM.

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

Oklahoma State University Medical Trust

  
Secretary