



# OSU Medical Trust Minutes

OSU Medical Authority and Trust

Oct 26, 2023 at 1:30 PM CDT

@ OSU-CHS, North Hall 4th Floor Boardroom, 1111 West 17th Street, 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 (remote), Johnny Stephens

Guests: Eric Atkinson, Damon Baker, Melissa Cox, Finny Mathew, Lexie Norwood (remote), Eric Polak, Michael Rogers, Bill Schloss, Billy Taylor, Chris Thurman, Terri Tinkler, Erica Woolf

### Absent:

Members: Doug Evans

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

The meeting was called to order by Chairman Helm at 1:39 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 September 14, 2023 meeting, and any amendments made thereto by Trustees – Jay Helm, Chairman  
- ACTION

 [Draft-OSU Medical Trust Minutes 9.14.2023.pdf](#)

Michael Herndon mentioned he would like the word "was" changed to "were" on Damon Baker's report on item F, page 5.

### Motion:


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

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

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

None to report.

- IV. Discussion, consideration, and possible vote to designate the calendar year 2024 meeting dates - Eric Polak, Chief Executive Officer, OSUMA&T

 [OSUMA CY 2024 meetings.docx](#)

**Motion:**

Motion to designate the calendar year 2024 meeting dates.

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

- V. CONTRACTUAL AGREEMENTS and EMPLOYMENT ACTIONS – Jay Helm, Chairman
- A. Discussion, consideration, and possible vote to to approve an Endocrinologist contract with Dr. Hanna Crow - Melissa Cox - ACTION

 [Proforma - Endocrinology.pdf](#)

This was discussed in detail in the Finance Committee.

**Motion:**

Motion to to approve an Endocrinologist contract with Dr. Hanna Crow.

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

- B. Discussion, consideration, and possible vote to select a Construction Manager to assist the Trust with the construction of a parking facility and surface lot reconstruction - ACTION

The selection committee interviewed 3 qualified vendors for selection by the Trust. CMS Willowbrook, Flintco, and Crossland Construction. Estimated construction cost is \$29,876,381

Eric Polak informed the Board all three vendors were qualified but the team picked Flintco for recommendation due to the fact their intended Superintendent just finished 10 parking garages for Walmart.

**Motion:**

Motion to select Flintco to assist the Trust with the construction of a parking facility and surface lot reconstruction,

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

VI. FINANCE COMMITTEE – Doug Evans, Finance Committee Chairman

A. Review of Month to Date and Year to Date September 2023 Financials

 [September Trust Presentation.pdf](#)

Eric Atkinson discussed the month-to-date and year-to-date financials that were discussed in more detail in the Finance Committee Meeting.

B. Discussion, consideration, and possible vote to approve the patient monitoring system - ACTION

 [SBAR for Monitors .pdf](#)

Johnny Stephens reported this was discussed in the Finance Committee and they recommended the Trust approve option 1.


**Motion:**


Motion to approve option 1 of the patient monitoring system.

Motion moved by Johnny Stephens and motion seconded by Michael Herndon.

Aye: Stephens, Helm, Buettner, Herndon, Nay: None Abstain: None

C. Discussion, consideration, and possible vote to approve a 6th surgical site - ACTION

 [SBAR for 6th OR.pdf](#)

 [Proforma - 6th OR Site.pdf](#)

Johnny Stephens reported this was discussed in the Finance Committee and they recommended the Trust approve.

**Motion:**

Motion to approve a 6th surgical site,

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

- D. Discussion, consideration, and possible vote to approve the capital reallocation - ACTION

 [SBAR - Capital Reallocation.pdf](#)

Finny Mathew went over the basics of the request and Johnny Stephens reported this was discussed in the Finance Committee and they recommended the Trust approve.

**Motion:**

Motion to approve the capital reallocation.


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

- E. ERP Update - Informational Only

 [Oracle - ERP Update.pdf](#)

Eric Atkinson gave the basics of the ERP update. It was discussed in greater detail in Finance Committee.

- F. Construction Updates -Information Only

 [Construction Updates.pdf](#)

Barry Steichen arrived in person at this point and became eligible to vote in remainder of meeting.

Eric Polak referred to page 28 of the packet going over the current projects of the parking garage, hospital expansion, and physician office building.

- VII. Discussion, consideration, and possible vote to approve the Quality Committee of the Trust Charter -Erica Woolf, CNO - ACTION

 [Trust Quality Committee Charter 10.5.23.pdf](#)

Erica Woolf discussed the charter that was drafted. This would be a recommending committee to the Trust.


**Motion:**

Motion to approve the Quality Committee of the Trust Charter.

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

VIII. Recommendations of the Medical Executive Committee from its meeting on October 18, 2023 – Chris Thurman, 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

 [October 2023 - Credentials.pdf](#)


Dr. Thurman reported these were approved at Quality Council and MEC.

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

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

 [Water Management Policy -Waterborne Pathogen Prevention-Changes.pdf](#)

Dr. Baker reported this was reviewed and approved at Quality Council and MEC.

**Motion:**

Motion to approve new policies, policy amendments and retirement of policies,

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

- C. Discussion, consideration, and possible vote to approve the Health Equity Plan - Erica Woolf, CNO - ACTION

 [Health Equity Plan .pdf](#)

Erica Woolf reviewed information regarding the new CMS requirement for hospitals to have a Health Equity Plan and the steps OSUMC will take to become compliant with the new requirement.

**Motion:**

Motion to approve the Health Equity Plan for CY24.

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

D. Information Only

1. September 2023 Performance Improvement Measures

 [2023 QAPI September Orange Team.pdf](#)

2. Safety Committee Meeting Minutes

 [SC Minutes 080223.pdf](#)

3. Quality Committee Meeting Minutes

 [2023 September QC Minutes.pdf](#)

4. ACHC Post Survey Compliance Monitoring

 [2023 September ACHC Dashboard.pdf](#)

Damon Baker went over each piece and the Board reviewed items D. 1-4.

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

 [Administrator Update Trust 2023.10.26.pdf](#)

 [Patient Compliment.pdf](#)

Finny Mathew went over a PowerPoint that gave an update on construction, major organizational initiatives, awards received for the hospital, and organizational chart changes.

X. Unfinished Business – Jay Helm, Chairman

None

XI. 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

Finny Mathew reported that a bulk buy for patient monitors might be available in conjunction with the SFHS expansion at South and Muskogee. This information became known during the meeting. Management will evaluate purchase options from Nihon Kodon before moving forward with a final purchase from Phillips. If a change is made, the contract will come back to the Trust and Finance Committee for review and approval

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

- A. Next regularly scheduled Trust meeting: Thursday, December 14, 2023, at OSUMC, 744 W. 9th St. Tulsa

XIII. EXECUTIVE SESSION – Jay Helm, Chairman

- A. Discussion, consideration, and possible action to resolve into executive session pursuant to 25 O.S. S. 307(B)(4) to discuss investigation and possible litigation regarding former employee
- B. Discussion, consideration, and possible action to resolve into executive session pursuant to 25 O.S. S. 307(B)(4) to discuss the forensic accounting report
- C. Discussion, consideration, and possible action to resolve into executive session pursuant to 25 O.S. S. 307(B)(1) to discuss discretionary bonuses to managers and above (excluding President, CFO, and CNO) based on FY23 performance

**Motion:**

Motion to resolve into executive session.

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

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

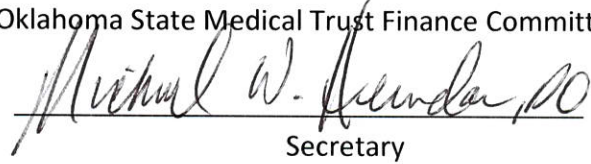
XIV. ADJOURNMENT – Jay Helm, Chairman

**Motion:**

Motion to adjourn the meeting at 4:06 PM.

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

Oklahoma State Medical Trust Finance Committee

  
Secretary