

OSU Medical Trust Minutes

OSU Medical Trust

8/28/2025 1:30 PMCDT

@ OSUMC - 744 W. 9th St. Tulsa, OK - 2nd Floor 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 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, Brett Lessley, Tracy Poole

Guests: Eric Atkinson, Damon Baker, Dennis Blankenship, Adam Bradley, Melissa Cox, Mike Fields, Catherine Gann, Amanda Hardt, Jami Longacre (remote), Finny Mathew, Eric Polak, Jessica Russell, Bill Schloss, Terri Tinkler, Erica Woolf

Absent:

Members: Barry Steichen, Johnny Stephens

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

The meeting was called to order by Chairman Helm at 1:30 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 June 26, 2025 and July 29, 2025, meetings and any amendments made thereto by Trustees (Presenters: Jay Helm)

 [Draft-OSU Medical Trust Minutes 6.26.2025.pdf](#)

 [Draft-OSU Medical Trust Minutes 7.29.2025.pdf](#)

Motion:

Motion to approve the minutes of the June 26, 2025, and July 29, 2025, meetings and any amendments made thereto by Trustees

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

III. QUALITY COMMITTEE (Presenters: Michael Herndon)

Michael Herndon explained all of the policies they reviewed this past time. They are continuing to work through each policy.

A. ACHC Survey Results (Presenters: Erica Woolf)

 [ACHC Survey Summary 2025.08.pdf](#)

Dr. Mike Herndon shared we completed the ACHC survey and received minimal findings. The surveyors had a lot of positive things to say, especially about how engaged our medical staff were. Erica Woolf added a few of the specific comments the surveyors made during their visit.

B. Quality Committee Meeting Minutes - Informational Only

 [DRAFT Quality Committee of the Trust Meeting Minutes 2025.06.24.pdf](#)

IV. Reserved Time for Comments from Elected Medical Staff Leadership (Presenters: Adam Bradley)

Dr. Bradley has no comments at this time.

V. Recommendations of the Medical Executive Committee from its meeting on August 20, 2025 (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 2025.08.pdf](#)

Dr. Bradley informed the Board all went through MEC without concern. He recommends approval.

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 Michael Herndon and motion seconded by Ellen Buettner. Aye: Helm, Poole, Lessley, Buettner, Herndon Nay: None Abstain: None

B. Discussion, consideration, and possible vote to approve the Medical Staff Bylaws
- ACTION (Presenters: Adam Bradley, Damon Baker)

The bylaws have been reviewed by a sub-group of Medical Staff Leadership, Legal Counsel, and the Medical Executive Committee. Most of the changes were clerical to address titles and organizational structures.

 [2025 Bylaws Redlined.pdf](#)

Dr. Bradley provided an overview of the comprehensive review process undertaken for the medical staff bylaws. The committees had significant discussion about age-related requirements and restrictions and decided to keep the requirements as is. The group discussed community standards as well as changes in the legislative landscape. The proposed revisions were presented to the Professional Staff during their July meeting and received approval.

Motion:

Motion to approve the Medical Staff Bylaws.

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

C. Completion of additional monitoring as recommended by the MEC and approved by the Trust for credentialed medical staff member CS#88884135 (Presenters: Adam Bradley)

As voted on by the trust June 26, 2025. The Credentialed Medical Staff member completed all requirements.

Dr. Bradley gave an update of the medical staff monitoring and informed it had been completed.

VI. Discussion, consideration and possible vote to elect officers for the Trust - Jay Helm, Chairman (Presenters: Jay Helm)

Chair - Jay Helm

Vice Chair/Secretary - Mike Herndon

Treasurer - Brett Lessley

Motion:

Motion to approve the officers of the Trust.

Motion moved by Ellen Buettner and motion seconded by Tracy Poole. Aye: Helm, Poole, Lessley, Buettner, Herndon Nay: None Abstain: None

VII. FINANCE COMMITTEE (Presenters: Brett Lessley)

A. Review of Year to Date June 2025 and July 2025 Financials (Presenters: Eric Atkinson)

 [OSUMT June 2025 YTD and July 2025 Financial Presentation - Trust.pdf](#)

Eric Atkinson gave a brief overview of what was discussed in detail at the Finance Committee meeting. No new questions.

VIII. Oklahoma State University Medical Center President's Update (Presenters: Finny Mathew)

Due to time constraints, the only presentation will be related to the pending electrical downtime. The administrative team is prepared to answer any questions the Trust has from the submitted documents.

 [President's Update - Informational Only.pdf](#)

 [Oklahoma Health Care Providers Responsibilities and Rights Under Certain Medical Treatment Laws.pdf](#)

 [Thank You Note 2025.07.11.pdf](#)

 [Thank You Note 2025.06.29.pdf](#)

 [Awards and Recognitions 8.2025.pdf](#)

Finny Mathew gave an update on the following:

OB3 impact

McAlester Regional Health Center

New Human Resource Director

Planned internet downtime

Summer's off for nurses

VA relationship

He thanked the Trust for all of the work they have put into improving OSUMC.

A. Update on planned Electrical Downtime (Presenters: Catherine Gann)

Catherine provided an update on the expansion project, specifically regarding anticipated downtime. She informed the Board that PSO will be rerouting an electrical line, and during the cutover process, a power interruption lasting approximately 4 to 10 hours is expected. During this period, the facility will operate on generator power and will initiate a full hospital diversion. Ms. Catherine noted that this downtime is expected to have a financial impact due to

divert status, and the final date for the cutover is pending confirmation from PSO.

B. Construction Update - Informational Only

 [Trust Construction Update .pdf](#)

IX. PSLLC Update- Melissa Cox

 [OSU PSLLC Update August 2025.pdf](#)

Melissa Cox gave an update on the clinic volumes, RVU's, patient satisfaction, wound service line, orthopedics service line, gastroenterology service line, and new doctors starting dates.

X. Information Only

A. Safety Committee Meeting Minutes

 [DRAFT Safety Committee Minutes 2025.08.06.pdf](#)

B. Executive Committee Meeting Minutes

July 18, 2025 Meeting

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

XI. Unfinished Business (Presenters: Jay Helm)

None

XII. 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

XIII. ANNOUNCEMENTS (if any) (Presenters: Jay Helm)

A. Next regularly scheduled Trust meeting: Thursday, October 23, 2025, at OSU-CHS 1111 W. 17th St. Tulsa

We will be moving the October and December meetings to OSUMC.

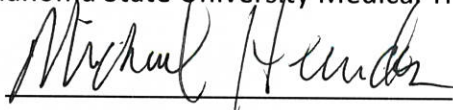
XIV. ADJOURNMENT (Presenters: Jay Helm)

Motion:

Motion to adjourn the meeting at 2:09 P.M.

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

Oklahoma State University Medical Trust

A handwritten signature in black ink, appearing to read "Michael Hender", written over a horizontal line.

Secretary