



OSU Medical Trust Minutes

OSU Medical Authority and Trust

Oct 27, 2022 at 1:30 PM CDT

@ OSU-CHS, 1111 W. 17th St., Tulsa; North Hall 4th Floor Administrative 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: Kevin Corbett, Doug Evans, Jay Helm, Barry Steichen, Johnny Stephens, Melinda Stinnett (remote)

Guests: Eric Atkinson, Deborah Dage, Rhonda Hanan, Jami Longacre (remote), Don Lowther (remote), Eric Polak, Michael Rogers (remote), Bill Schloss, Jacey Smith, Chase Snodgrass, Chris Thurman, Terri Tinkler

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

The meeting was called to order by Chairman Helm at 2:21 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 July 27, 2022 meeting, and any amendments made thereto by Trustees – Jay Helm, Chairman - ACTION

 DRAFT-OSU Medical Trust Minutes for 7.28.2022.pdf

Motion:

Moved to approve the minutes of the July 27, 2022, meeting.

Motion moved by Johnny Stephens and motion seconded by Kevin Corbett. Aye: Corbett, Steichen, Stephens, Helm, Evans Nay: None Abstain: None

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

No comments at this time.

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

- A. Discussion, consideration, and possible vote to authorize the Chairman to execute a lease agreement with the OSU Medical Authority for the OSU Medical Center - ACTION

 Brief Explainer- Lease Agreement Changes.docx

 Lease Agreement between Authority Trust 2022-2050 draft 10.11.22 (002).docx

Motion:

Motion to table this until a later time.

Motion moved by Johnny Stephens and motion seconded by Doug Evans. Aye: Corbett, Steichen, Stephens, Helm, Evans Nay: None Abstain: None

- B. Discussion, consideration, and possible vote to appoint Heather Kirby, MPH, BSN, RN, MT (ASCP), CIC as Infection Prevention Manager - ACTION

ACHC requires that the hospital Infection Prevention Manager be appointed by the Board. A contract is in place until a candidate is identified to fill the position permanently.

 HCT Candidate H.K. Interim Infection Prevention Oklahoma State University Medical Center.pdf


Finny informed the Board that Heather Kirby is an interim candidate while we search for a permanent Infection Prevention Manager. Rhonda Hanan highly recommended her to the Board.

Motion:

Motion to appoint Heather Kirby, MPH, BSN, RN, MT (ASCP), CIC as Interim Infection Prevention Manager.

Motion moved by Kevin Corbett and motion seconded by Barry Steichen. Aye: Corbett, Steichen, Stephens, Helm, Evans Nay: None Abstain: None

- C. Discussion, consideration, and possible vote to approve the scrub vending machine process for hospital supplied procedural area scrubs - ACTION

 SBAR Scrub Vending.pdf

Finny Mathew reported hospital physicians, employees, and vendors in some procedural areas are required to wear hospital provided scrubs. Due to supplies

continually dwindling, it is recommended to go this route. It also allows more control for infection prevention. It is an incremental cost of \$12,000 per year.

Motion:

Motion to approve the scrub vending machine process for hospital supplied procedural area scrubs.

Motion moved by Kevin Corbett and motion seconded by Barry Steichen. Aye: Corbett, Steichen, Stephens, Helm, Evans Nay: None Abstain: None

- D. Discussion, consideration and possible vote to authorize administration to execute an employment agreement with Perry Evans, DO - ACTION


Eric Polak reported that this was included in the budget. Perry Evans is a physician in Cleveland that will be brought on at an RVU productivity-based compensation program. It is a 3-year employment contract with a 90-day termination clause. There is also an asset purchase agreement for furniture and equipment in his current office. The effective date will be January 2023.

Motion:

Motion to authorize administration to execute an employment agreement with Perry Evans, DO.

Motion moved by Doug Evans and motion seconded by Kevin Corbett. Aye: Corbett, Steichen, Stephens, Helm, Evans Nay: None Abstain: None

- E. Discussion, consideration, and possible vote to authorize the CEO to execute a personnel lease agreement with the OSU Center for Health Sciences for orthopedic surgery - ACTION

 Ortho service line pro forma.pdf

 Orthopedic surgeon hire proforma 10.27.22.pdf

This is related to the University extending a fair market value based employment offer to a physician in the community. The University will then lease his time to OSU Professional Services, LLC. This was not included in the original budget for the LLC. The University would employ him 80% and the VA would employ him 20%. The University would then lease their 80% to Professional Services, LLC.

Motion:

Motion to authorize the CEO to execute a personnel lease agreement with the OSU Center for Health Sciences for orthopedic surgery.

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


- F. Discussion, consideration, and possible vote to authorize the chair to enter into a coverage agreement for urology services subject to fair market value clearance. - ACTION

Finny Mathew reported that our current group, Utica Park (affiliated with Hillcrest), informed us as of November 14, 2022 they will cease providing consult and emergency department call coverage at OSU Medical Center. Urology is a key specialty need for the patient population served by the hospital. Because of the evolving nature of conversations with multiple groups, management asked for authorization for the Chair to enter into an agreement for urology coverage services. It was verified that all agreements would run through an external Fair Market Value analysis for compliance purposes.

Motion:

Motion to authorize the Chair to enter into a coverage agreement for urology services subject to fair market value clearance.

Motion moved by Kevin Corbett and motion seconded by Johnny Stephens. Aye: Corbett, Steichen, Stephens, Helm, Evans Nay: None Abstain: None

- V. FINANCE COMMITTEE – Doug Evans, Finance Committee Chairman
- A. Review of Month to Date and Year to Date September 2022 Financials
-  OSUMC Sep 2022 Presentation - Finance Committee & Trust.pptx

Doug Evans reported that the highlight of the meeting was the audit draft being presented Rebecca Robbins from FORVIS. There were very few past adjustments. There was also a rundown of a few capital project allocations during the meeting. Eric Atkinson reviewed the report that was given during the Finance Committee meeting yesterday. Highlights included:

- Admits are up over budget
- Patient days are down to budget and down to prior year
- Case mix is in line with budget
- ER visits are favorable for the month

- Days in AR will start improving as bills start going out in a more timely manner.
- Payor mix differences from last year: Medicare has decreased, Medicaid has increased, and self-pay has decreased.

B. Review and approve Cath Lab Number Two Remodel Project - ACTION

 OSU Cath Lab #2 Remodel SBAR .pdf

Finny Mathew brought forth a request for approval for funds for a remodel of the second Cath lab. Additionally, limiting procedures to one room would impact the ability to bring on another cardiologist and start a cardiac EP program. Bill Schloss is working on recruiting a new EP physician and informed the group having only one functioning cath lab is a barrier to recruitment. Rhonda Hanan reported it does not really affect cost of staff. This request does not include the additional equipment for EP services.

Motion:

Motion to approve Cath Lab Number Two Remodel Project.

Motion moved by Johnny Stephens and motion seconded by Kevin Corbett. Aye: Corbett, Steichen, Stephens, Helm, Evans Nay: None Abstain: None

VI. Recommendations of the Medical Executive Committee from its meeting on August 17, 2022 and September 21, 2022 – 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

 08-2022 CREDENTIALING REPORT .pdf

 10-2022 CREDENTIALING REPORT.pdf

Dr. Thurman reported the August report was reviewed and approved by the MEC. Finny Mathew reported they were only made aware of privileges expiring in August on the last day of the month, so he and Dr. Baker approved those in the interim. The October report was approved by the Executive Committee and is coming before the board as an awareness.

Motion:

Moved to approve the August 2022 Organized Medical Staff Renewal Appoint. and Credentials, Additional Privilege Requests, Temporary Privilege Request, Staff

Status Changes and Resignations. August temporary privileges were approved by Dr. Baker and Finny in the interim and are now being fully approved at this meeting.

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


B. Credentialing Update

Finny Mathew reported on the credentialing issues. There were findings during the ACHC survey which triggered a plan of correction to be developed. The Quality Contractor is going through all of the files and checking each file against a checklist. The goal is by November 20th to have made sure all files contain the elements required by ACHC.

C. Discussion, consideration, and possible vote to approve the updated Medical Staff bylaws - ACTION

 Bylaws revision page 6.pdf

 Bylaws prop revision page 60.pdf

 Bylaws page 61.pdf

Dr. Thurman informed the Board these were reviewed and approved at the MEC level.

Motion:

Moved to approve the updated Medical Staff bylaws.

Motion moved by Kevin Corbett and motion seconded by Barry Steichen. Aye: Corbett, Steichen, Stephens, Helm, Evans Nay: None Abstain: None

D. September 2022 Performance Improvement Measures

 Contract Mgt Slides_September.pdf

Dr. Thurman informed the Board these are strictly for review. Finny Mathew informed these are a timelier representation like the Board previously requested.

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

 PI Slides_August.pdf

 PI Slides_September.pdf

Rhonda Hanan reported the updated are ones in which departments are not meeting their goals. When that occurs, then the department leadership comes to the Quality Council to develop an action plan improve their performance.

Motion:

Moved to accept the QAPI Report and approve the added, updated and retired performance improvement measures.

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

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

 Employee Health Plan-Changes.pdf

 Hospital-Wide Infection Prevention and Control Plan-Changes.pdf

 Water Management Policy -Waterborne Pathogen Prevention-Changes.pdf

 Tuberculosis Control Plan-Changes.pdf

 Bloodborne Exposure Prevention Plan for OSUMC-Changes.pdf

Dr. Thurman reported that many only have a change of scope of language. All of these have been through Quality Council and have been approved by MEC.

Motion:

Moved to accept new policies, policy amendments and retirement of policies.

Motion moved by Johnny Stephens and motion seconded by Doug Evans. Aye: Corbett, Steichen, Stephens, Helm, Evans Nay: None Abstain: None

- G. Safety Committee Meeting Minutes

 Safety Meeting Minutes 070622.pdf

 Safety Meeting Minutes 080322.pdf

 Safety Meeting Minutes 090722.pdf

These are strictly for review.

- H. Quality Committee Meeting Minutes

 Quality 08.10.2022 Minutes.pdf

The missing minutes will be brought back at the next meeting.

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

 Administrator Update Trust 2022.10.27.pptx

- Finny Mathew gave an update on OSUMC construction. OSUMA received \$50M ARPA funding for a drug development lab. Working to see if that can be on campus and if so how it fits into overall master plan. Eric Polak informed that the University has brought on Dewberry Architects to help set a scope to realistically look at investments and options going forward. The anticipation is some choices, and a recommendation will be brought back at the December Trust meeting.
- The ACHC survey has been completed and overall had a very good result. Finny went over each piece of the survey results with the Board. The general estimate of cost to fix items found during survey is \$1.5 million.
- Finny went over a heat map that shows where admissions came from May 2021 to April 2022. The intention is to show the geographical widespread impact academic institutions have.
- Finny went over all of the positions that have been filled and internal position moves that have taken place.
- Market adjustments were conducted for staff. Nurses were brought up to a minimum of \$32.50/hour which is the market rate.
- January 1st we will be moving administrative employees to a parking garage near the civic center and shuttling them to the hospital each day.
- Barry Steichen asked for in the future to have a report of transfer denials.


VIII. Reports from Subsidiary Entities – Eric Polak, Chief Executive Officer, OSUMA&T

OSUMG Trust presentation - Oct2022

Marty Smith presented the OSU Medical Group Scorecard. Everyone is meeting their productivity numbers according to the MGMA Median. Days in AR is 37 which is up from previous months. Eric Polak made a comment about numbers potentially increasing for referring out pain management due to loss of a provider.

Bill Schloss updated the Trust on Physician Recruitment activities. Areas of focus currently being recruited include pulmonary medicine, family medicine, and internal medicine.

- IX. Discussion, consideration, and possible vote to designate the calendar year 2023 meeting dates - Eric Polak, Chief Executive Officer, OSUMA&T

 OSUMA CY 2023 meetings.docx

Motion:

Moved to designate the calendar year 2023 meeting dates.

Motion moved by Kevin Corbett and motion seconded by Barry Steichen. Aye: Corbett, Steichen, Stephens, Helm, Evans Nay: None Abstain: None

- 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

None


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

- A. Next regularly scheduled Trust meeting: Thursday, December 15, 2022, at OSU-CHS, 744 W. 9th St. Tulsa

Modify this to OSUMC.

- XIII. 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.4, for the purpose of discussing pending litigation, risk management and other proprietary information - ACTION

 CommunityCare - Letter of Agreement 10242022.docx

Motion:

Motion to authorize and convene an Executive Session.

Motion moved by Kevin Corbett and motion seconded by Johnny Stephens. Aye: Corbett, Steichen, Stephens, Helm, Evans 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 at 5:03 PM.

Motion moved by Doug Evans and motion seconded by Kevin Corbett. Aye: Corbett, Steichen, Stephens, Helm, Evans Nay: None Abstain: None

- XIV. Discussion, consideration, and possible vote to approve and authorize hospital administration to implement disciplinary actions on a member of the credentialed medical staff as recommended by the Medical Executive Committee - ACTION

Motion:

Motion to approve and authorize the implementation of disciplinary actions on a member of the credentialed medical staff as recommended by the Medical Executive Committee with the addition of the Chief Medical Officer in the role of overseeing the implementation of the disciplinary actions by the department chair.

Motion moved by Johnny Stephens and motion seconded by Kevin Corbett. Aye: Corbett, Steichen, Stephens, Helm, Evans Nay: None Abstain: None

- XV. Discussion, consideration, and possible vote to authorize the Chairman to execute a Letter of Agreement with Oklahoma CommunityPartners Health Plan, Inc - ACTION

This is tabled and will be discussed at a later date.

Motion:

Motion to table.

Motion moved by Barry Steichen and motion seconded by Kevin Corbett. Aye: Corbett, Steichen, Stephens, Helm, Evans Nay: None Abstain: None

- XVI. ADJOURNMENT – Jay Helm, Chairman

Motion:

Moved to adjourn the meeting at 5:06 PM.

Motion moved by Barry Steichen and motion seconded by Kevin Corbett. Aye: Corbett, Steichen, Stephens, Helm, Evans Nay: None Abstain: None

Okalahoma State University Medical Trust

Melinda F. Steinnett
Secretary