



OSU Medical Trust Minutes

OSU Medical Authority and Trust
Jul 28, 2022 at 1:30 PM CDT
@ OSU Center for Health Sciences
Tandy Conference Center, 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.

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

Attendance

Members Present:

Kevin Corbett, Barry Steichen, Johnny Stephens, Melinda Stinnett

Members Absent:

Doug Evans, Jay Helm

Guests Present:

Eric Atkinson, Damon Baker, Dennis Blankenship, Ken Dicken, Rhonda Hanan, Jami Longacre, Don Lowther, Eric Polak, Jessica Russell, Jacey Smith, Chase Snodgrass, Chris Thurman, Terri Tinkler

Guests Present (Remote):

Finny Mathew, Bill Schloss

Melinda Stinnett chaired the meeting today in the absence of Jay Helm.

The meeting was called to order by Melinda Stinnett at 1:34 PM. After a roll call, Melinda Stinnett 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 23, 2022 meeting, and any amendments made thereto by Trustees – Jay Helm, Chairman - ACTION

Draft-OSU Medical Trust Minutes for 6.23.2022.pdf

Kevin Corbett made a clarification that on pg 10 of the minutes where it states "Now payment will be based on average commercial rate not on a Medicare rate", only applies to supplemental payment.

Barry Steichen asked to make a note coming out of Executive Session about the report that was accepted. It should state, "After discussion and consideration, the board accepted the report of corrective actions made by the administration towards the previously identified credentialing deficiencies. No action was taken." It needs to be cleared by quality and signed by Jay Helm.

Motion:

Moved to approve the minutes from the June 23, 2022, meeting pending the amended wording and approval by the Chairman. The motion was seconded.


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

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

Dr. Thurman reported the medical staff is in good cooperation with administration at the hospital. An email was recently sent out to staff addressing verbal orders, avoiding certain colors of scrubs, bylaws and revisions that are pending, and reminding that mask use inside the building is still in place. There have been no issues that require action.

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

- A. Management Agreement Entity Change

 Saint Francis _ OSUMT _ Related Health Services - Third Amendment to Hospital Management Services Agreement - Executable.pdf

Finny Mathew explained to the board the reasoning behind this and why it is needed. St. Francis changed the entity that will receive payments as part of the management agreement and revenue share. It is still the same legal entity and is a wholly owned entity of the Saint Francis Health System. The Trust approved the original agreement.

Motion:

Moved to approve the Management Agreement Entity change . The motion was seconded.

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

V. FINANCE COMMITTEE – Doug Evans, Finance Committee Chairman

- A. Introduction of New Chief Financial Officer - Eric Atkinson
- B. Discussion, consideration and possible vote to appoint Eric Atkinson as Chief Financial Officer of OSUMC, effective July 25, 2022 - ACTION

By appointing Eric Atkinson as Chief Financial Officer of the Oklahoma State University Medical Center ("OSUMC"), effective July 25, 2022, pursuant to Article IV; Section 9 of the Oklahoma State University Medical Trust (the "Trust") Bylaws, and Section 1.3.1 of the Management Agreement executed by the Trust with Saint Francis Health System for the Purposes of Purchasing Approvals, Committee Assignments, and Other Powers and Duties as Delineated in the Bylaws of the Trust and the OSUMC Medical Staff

- C. Discussion, consideration, and possible vote to authorize Eric Atkinson, CFO of OSUMC, to obtain check-signing authority on the bank accounts of the Trust - ACTION

To authorize check-signing authority on the bank accounts of the Trust, and to execute contractual agreements for the Trust and its component units, in accordance with the limits of authority established by the Bylaws of the Trust

 BOK Signature Card Change Request 07.28.2022.docx

Motion:

Moved to appoint Eric Atkinson as CFO and authorize Eric Atkinson, CFO of OSUMC, to obtain check-signing authority on the bank accounts of the Trust. The motion was seconded.

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

- D. Review of Month to Date and Year to Date June 2022 Financials

 OSUMC June 2022 Presentation - Finance Committee Trust.pdf

Ken Dicken provided a PowerPoint presentation on the month-to-date and year-to-date June 2022 financials. Key highlights included:

- Total admissions, observations, and births are above budget
- Trends are outpacing the prior year in total physician, outpatient, and ER visits.
- Key operating ratios are all trending in correct direction.
- Labor is under budget.

- Pharmacy and drug supplies positive inventory adjustment is due to taking year-end inventory.
- Case mix index is down due to average length of stay going down.
- Employed nurses went up 10 but that shows contract nurses went down 10. Stay bonuses are helping keep nurses here.
- This last fiscal year we had a net gain of 14 RN's and 9 nurse aides.
- The June 2022 \$2,916,079 in excess revenue over expenses includes the St. Francis donation.
- Repairs and maintenance was up due to preparing for HFAP survey.

Reminder that these are unaudited Financial Statements. The auditors will come in mid August. Kevin Corbett has requested a rolling forecast going forward.

VI. Recommendations of the Medical Executive Committee from its meeting of June 15, 2022 – Damon Baker, DO, OSU Medical Trust Chief Medical Officer

- 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

 07-2022 CREDENTIALING REPORTforBOT.pdf

All of these were approved at the Credentialing Committee and MEC earlier this month.

Motion:

Moved to approve the Organized Medical Staff Renewal Appoint. and Credentials, Additional Privilege Requests, Temporary Privilege Request, Staff Status Changes and Resignations. The motion was seconded.

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

- B. Credentialing Update

Dr. Baker reported that we have now completely corrected all issues except for two which are being worked on.

- C. July 2022 Performance Improvement Measures

 July 22, 2022 Performance Improvement Measures Report.docx

This was informational only. The Trust reviewed and accepted this document

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

 Proposed PI Change.docx

Motion:

Motion for approval of added, updated and retired performance improvement measures. The motion was seconded.

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

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

 EMTALA.pdf

 Hazard Vulnerability Analysis (HVA) Policy.pdf

 Sentinel Events.pdf

Dr. Baker reported these were reviewed extensively and approved at Quality Council and MEC.

Motion:

Motion to approve new policies, policy amendments and retirement of policies. The motion was seconded.

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

- F. June 2022 Safety Committee Meeting Minutes

 Safety Meeting Minutes 060122.doc

The Board reviewed and accepted these minutes.

- G. July 13th Quality Committee Meeting Minutes

 07.13.2022 Quality Meeting Minutes.docx

The Board reviewed and accepted these minutes.

- H. Discussion, consideration, and possible vote to approve the leader of the Antimicrobial Stewardship Program - ACTION

 Antimicrobial Stewardship Program Leader.pdf

Dr. Baker reported this has been reviewed and accepted by MEC.


Motion:

Moved to approve the leader of the Antimicrobial Stewardship Program. The motion was seconded.

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

Acknowledgment by Johnny Stephens about Dr. Barnes contribution to OSUMC before his and his wife Susan's death on Monday. He was still very active with hospital rounds in the OMM department.

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

 Administrator Update Trust 2022.07.26.pptx

Finny Mathew provided a PowerPoint presentation on the OSUMC updates. Key highlights included:

- Notice was provided to cancel the LOI to purchase the warehouse facility.
- C-section renovation project is progressing with no issues and are currently seeking bids for demolition of current C-section space.
- Continue to work on modernization project and want to recognize Dewberry and Casey their architect for moving quickly to provide plans for remodeling 5 east and ICU.
- Performing Emergency department refresh
- Working on aligning GME, ACGME, and hospital policies
 - There will be some different policies for Residents and Fellows to stay in line with ACGME.
- Working with SFHS to align policies for verbally disruptive patients and physically disruptive patients including a contract for immediate discharge.
- Director of Regulatory Compliance will start August 1st.
- Hulu documentary called "Aftershock" focused on OB mortality rate of African American women. It focused on Tulsa due to it's higher than average rate. There is extensive internal video of OSUMC.
- There was a kitchen fire recently and through research by Catherine Gann it was discovered the regulator to the gas line failed. The root cause has been fixed.

- Administration piloted a work from home program for certain departments, partially to decrease the load on the building during the extreme heat.

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

 OSU Medical Group Dashboard.pdf

 cleveland summary (July Board) .docx

Bill Schloss gave an update on the OSU Medical Group Dashboard. Key highlights included:

- Dashboard tracking clinical outcomes, patient satisfaction and patient engagement.
- Scorecard was presented to and endorsed by the Governance Committee.
- Request to augment regional presentation to include a couple of focused areas in clinical quality. Consulting with Dr. Baker resulted in picking colorectal cancer screening and breast cancer screening. Currently we are performing in the 3rd and 4th decile but have targeted the 6th decile for FY23.
- Growth is focused on total patient visits and the number of new patient visits.
- Kevin Corbett suggested on clinical outcomes looking at mental health screenings.
- Bill Schloss and Marty Smith have been talking to Dr. Evans about his plan towards his retirement. Evaluating purchase of his hard assets and proposing an RVU based compensation. This proposed purchase was included in the approved budget.

IX. Unfinished Business – Jay Helm, Chairman

None

X. 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

Motion:

Eric Polak proposed an action to formally express appreciation to Saint Francis for the voluntary change in the structure of the revenue share agreement.

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

- XI. ANNOUNCEMENTS (if any) Next regularly scheduled Trust meeting: Thursday, September 15, 2022, at the OSU Medical Center, 744 West 9th Street, Tulsa– Jay Helm, Chairman

None

- XII. EXECUTIVE SESSION – Jay Helm, Chairman (Report by Finny Mathew, President)
- A. Discussion, consideration, and possible vote to authorize and convene an Executive Session, as authorized by Title 25, Oklahoma Statutes, Section 307.B.4, for the purpose of discussing pending litigation and risk management items including survey readines

Motion:

Motion to authorize and convene an Executive Session. The motion was seconded.

Motion moved by Barry Steichen and motion seconded by Johnny Stephens. Aye: Corbett, Steichen, Stephens, Stinnett 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. The motion was seconded.

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

Melinda Stinnett invited the public to return to the open Trust meeting and reported that there were no action items resulting from the Executive Session.

- XIII. ADJOURNMENT – Jay Helm, Chairman

Motion:

Moved to adjourn the meeting at 3:02 pm and the motion was seconded.

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

Oklahoma State University Medical Trust

Melinda J. Stinnett

Melinda Stinnett, Secretary