

## MINUTES

The McCurtain Memorial Medical Management, Inc. Board of Trustees held their regularly scheduled meeting on January 27, 2022 in the North Tower conference room of McCurtain Memorial Hospital. Notice of the meeting was filed with the County Clerk's Office and agenda was posted in the window of the Cashier's office located in the front lobby of the hospital 24 hours prior to the meeting.

### ATTENDANCE:

#### Hospital and Management Staff Attendance:

Brad Morse, CEO	Sandy Leggett, CNO	Mike Orr, Interim CFO
Leslie McGovern, Sr. Administrative Assistant		

#### Guests included:

Kena Allen, Controller	John Clinton, Authority Board
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### CALL TO ORDER

Kendra Gross called the meeting of the Hospital Board of Trustees to order at 6:00 pm in the North Tower Conference Room of McCurtain Memorial Hospital.

### ROLL CALL DETERMINATION OF QUORUM

Kendra Gross – Present	Lindsey Campbell – Present	Johnnie Meredith- Present
Henry Moy – Present	Bruce Willingham - Absent	

### CHIEF OF MEDICAL STAFF

Monty Grugan – Present

Meeting was opened in prayer by Brad Morse, CEO

### PUBLIC COMMENTS:

None

### ROUTINE BUSINESS:

#### Consideration and vote to approve the minutes of the December 16, 2021 Board of Directors Meeting.

Lindsey Campbell moved and seconded by Henry Moy to approve the minutes as presented.  
Members voting aye: Unanimous  
Members opposed: None

#### Bylaws Committee Report

The Bylaws Committee met on 1/25/22 and discussed five bylaws items that we would like to update. The committee will be working on the wording for these changes and bringing a recommendation to the board at the next regularly scheduled meeting. One of the items involves clarifying who are the members of the Ethics Committee. Brad Morse stated that he has spoken with Chief Martin and he would be happy to serve on the Ethics committee if needed.

#### Discussion of the 2021 Audit and Cost Report for McCurtain Memorial Medical Management, Inc with BKD representatives Travis Skinner and Marie Castro.

Travis Skinner and Marie Castro joined the meeting via Zoom. After introductions, Travis and Marie informed the board that the audit and cost report should be complete within a few days and they would join us at the next regularly scheduled board meeting to present the audit and cost report to the board. Currently, both reports look to be positive and they look forward to presenting in February.

## **Finance Report**

Mike Orr reviewed the financial reports (pages 10-18 of packet and a separate handout listing all checks written from 12/13/21 – 1/19/22) and reported that both payroll taxes and biomed payments are up to date. Mike also pointed out several noteworthy observations (page 10 of the packet) which contributed to the financial loss we experienced in December. There were three payrolls in December, low census, OB and Surgery were closed for 2 weeks of the month, and all full-time employees received a \$1000 Hazard pay were of few of the items reviewed. It was noted that our average payment period for AP had been reduced from 94.0 in FY2020 to 45.3 as of 12/31/21.

## **Consideration and vote board acceptance of the December 2021 Operating Results and Financial Statements.**

After discussion, Johnnie Meredith moved and seconded by Lindsey Campbell to approve the Operating Results and Financial Statements as presented.

Members voting aye: Unanimous

Members opposed: None

## **Consideration and vote to ratify checks written between 12/13/21 – 1/19/22.**

After discussion, Johnnie Meredith and Lindsey Campbell seconded to ratify checks written between 12/13/21 – 1/19/22 as presented. The board agreed that they liked seeing the complete list of checks so that will be continued in the future.

Members voting aye: Unanimous

Members opposed: None

## **Consideration and vote to ratify/approve the request for expenses to be paid by McCurtain County Hospital Authority.**

We took expenses of \$149,753.97 to the Authority Board this month to be paid from the HA-3 account. (page 17 & 18 of packet). Brad informed the board that we had some difficulties this month when we took the checks to the County Commissioners (CC) for signature. One week, the CC stated that they were unsure if the Authority Board had approved the request so would not sign. Upon review it was agreed that the Authority Board had approved the request and we were told the CC would sign the next Monday. This delay caused some concern by the vendors who were waiting on their payments. The next Monday the CC refused to sign one check stating that the date on the invoice did not match the date on the request. On review there was a one-day difference between the check and the invoice. This has happened in the past and not been a concern, but we will strive to make sure that the dates always match in the future so as to not further delay the payments to our vendors.

After discussion, Johnnie Meredith moved and seconded by Henry Moy to approve the request as presented.

Members voting aye: Unanimous

Members opposed: None

## **CNO Report**

Sandy Leggett presented the Foley Catheter Care Policy, the CMS Star Ratings list, and an updated Infusion form to the board for approval. We are working to reduce Foley Catheter days and the policy gives updated criteria for when to use the catheter, when to remove the catheter and guidelines for care before, during and after use.

After discussion, Lindsey Campbell moved and seconded by Henry Moy to approve the policy as presented.

Members voting aye: Unanimous

Members opposed: None

Sandy Leggett presented the updated CMS Star Rating list (page 22 of the packet) for approval. This is a list of local Home Health Agencies, Hospices, Nursing Homes and Medical Equipment Suppliers that we give to patients as needed. The star ratings are assigned by CMS.

After discussion, Lindsey Campbell moved and seconded by Johnnie Meredith to approve the list as presented.

Members voting aye: Unanimous

Members opposed: None

Sandy Leggett presented the updated Infusion Order Form. This form has been updated multiple times to stay in compliance with guidelines. Currently we are not to use Bamlanivimab or Regeneron for Covid patients. We are to keep our stock of these two medicines because they might be allowed again in the future. We are now using Sotrovimab, so the form had to be updated.

After discussion, Johnnie Meredith moved and seconded by Henry Moy to approve the infusion order form as presented.

Members voting aye: Unanimous

Members opposed: None

Our census has increased dramatically in the past 2 weeks. We currently have 10 covid patients in the Covid hall which is staffed with two RNs and an Aide. It is getting difficult to find an opening to transfer patients when needed.

We still have 2 FT agency nurse. We are contracted directly with 3 nurses which costs \$85/hour. The agency nurses (1 in ER and 1 in MS) cost \$130/hour. All are working night shifts.

We had 36 Covid patients in December. As of yesterday, we have had 87 so far this month. We have 3 nurses leaving our employment and 3 more reducing their hours so they can return to school. Currently our staff is 75% vaccinated against Covid.

Sandy worked a 13 hour shift last week in OB and was concerned about the condition of some of the rooms which need major improvements to make them attractive and comfortable for the patients and their visitors.

Various strategies for recruiting nursing staff were discussed. Sandy and Brad will be going to a local school tomorrow to encourage the students to join our team when they graduate. Kendra and Lindsey spoke of a student loan forgiveness program the McCurtain Memorial Hospital might qualify for. Kendra will send Brad information concerning this program.

### **Consideration and vote to approve Quality Council Minutes**

Cindy Hite is now working remotely from her home. The January Quality Council minutes and attachments. (page 24-28 of the packet plus the Quality Management Report handout). The packet included department reports from Anesthesia, Cardiac Rehab, Surgical Services, Sterile Processing, Med/Surg/ICU, ER, and OB, minutes from the Safety Committee and Annual review of the CMS Star Rating report. DNV should return in April for their yearly inspection.

After discussion, Henry Moy moved and Johnnie Meredith seconded approve the minutes, reports, and attachments as presented.

Members voting aye: Unanimous

Members opposed: None

### **Consideration and vote to approve updated Grievance Policy (page 28 – 33 of packet)**

After discussion, Johnnie Meredith moved and Lindsey Campbell seconded approve the updated Grievance Policy as presented.

Members voting aye: Unanimous

Members opposed: None

### **Medical Staff Report**

Monty Grugan reviewed the minutes from the January Medical Executive Committee meeting.

### **Consideration and vote to approve Medical Staff minutes and recommendations of the Medical Staff.**

After review of the supporting documentation and discussion, the following recommendations were approved.

#### **PROVISIONAL APPOINTMENTS:**

##### **Active Staff:**

- Olufolke Olufowote, MD hospitalist privileges 1/31/22 to 1/31/23
- Jack Test, MD hospitalist privileges 1/31/22 to 1/31/23

##### **Consulting Staff:**

- Stephen Mikus, DO Neurology Telestroke privileges 1/27/22 to 1/31/23

#### **REAPPOINTMENTS**

##### **Active Staff:**

- Scott Grigory, MD, Pediatric Privileges 1/31/22-1/31/24

##### **Consulting Staff:**

- Bryan Griffin, MD pathology privileges 1/31/22 to 1/31/24

#### **RESIGNATIONS**

- Megan Black, NP appointment has expired, reappointment packet not returned.

#### **TERMINATIONS**

- Sara Collier, MD as of 1/4/22 pursuant to Section 6.4-8 of the Medical Staff Bylaws exclusion from participating in the Medicare program is considered an automatic termination of medical staff privileges at McCurtain Memorial Hospital, which will become effective immediately. As a result of this automatic termination of medical staff privileges, she will not be entitled to a right to a hearing.

After discussion, Johnnie Meredith moved and seconded by Henry Moy to approve the recommended privileges as presented.

Members voting aye: Unanimous

Members opposed: None

### **Administrator's Report**

- CMS has sent out the updated requirements for Covid vaccination. They are also changing the terminology from Vaccinated to 'up to date'. We have discussed the

requirement with EMS and medical staff also. We will be losing our new CRNA due to this requirement.

- Our radiology group (DIA) has given us a 90-day notification that they are terminating our contract. It was nothing to do with our services, they are dropping all ‘small’ hospitals. We are looking for a replacement company at this time. One reason we went with DIA was because they provided an onsite radiologist one day each week, so we are looking for a company who can do the same.
- We have interviewed a new ER physician, Dr. Sloan who may be moving here. He currently lives in Edmond, but would like to move this direction.
- We have an interim Surgeon on site, Dr. Yatawatta.
- We are still working with OU to supply surgeons who will be here as OU employees.

**NEW BUSINESS:**

None

**Consideration and vote to enter Executive Session to confer on communication from hospital attorney as authorized by 25 O.S. § 307(B)(4)**

At 7:30 Henry Moy moved and seconded by Lindsey Campbell to enter in Executive Session.

Members voting aye: Unanimous

Members opposed: None

**Consideration and vote to return to open session.**

At 8:08 Henry Moy moved and seconded by Lindsey Campbell to return to open session.

Members voting aye: Unanimous

Members opposed: None

**Consideration and possible vote on actions to be taken if any on matters pertaining to communications from hospital attorney as authorized by 25 O.S. § 307(B)(4)**

None

**Adjournment**

Meeting Adjourned at 8:09 pm.

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Board Secretary