

## MINUTES

The McCurtain Memorial Medical Management, Inc. Board of Trustees held their regularly scheduled meeting on July 28, 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:

Brian Whitfield, CEO  
Jan Ryals, Clinic Director

Kena Allen, CFO      Dustin Leonard, CNO  
Julie Matthews, Controller

#### Guests included:

Lane Manginell, Med Surg Director      Gretchen Adams, MD

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### CALL TO ORDER

Kendra Gross called the meeting of the Hospital Board of Trustees to order at 6:01 pm in the North Tower Conference Room of McCurtain Memorial Hospital.

### ROLL CALL DETERMINATION OF QUORUM

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

### CHIEF OF MEDICAL STAFF

Monty Grugan, DO – Absent

### ANNOUNCEMENTS AND INTRODUCTION OF GUESTS

None

### ROUTINE BUSINESS:

#### Consideration and vote to approve the minutes of the June 30, 2022 Board of Directors Meeting.

Johnnie Meredith moved and seconded by Henry Moy to approve the minutes as presented.

Members voting aye: Unanimous

Members opposed: None

#### Finance Report

Kena Allen presented the financial statements from June (page 7 to 25 of packet) and reported that both payroll taxes and Bio-med payments were now up to date. Kena also announced a change in billing company for ER & Hospitalist services.

#### Consideration and vote board acceptance of the June Operating Results and Financial Statements.

After discussion, Henry Moy moved and seconded by Johnnie Meredith 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 6/16/22 – 7/19/22.

After discussion, Johnnie Meredith moved and Henry Moy seconded to ratify checks written between 6/16/22 – 7/19/22 as presented.

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.**

Page 22 of the packet showed check requests totaling \$139,986.84 taken to the Authority Board this month to be paid from the HA-3 account.

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

Members voting aye: Unanimous

Members opposed: None

**Consideration and vote to adopt Community Healthcare Improvement Plan (CHIP)**

After review and discussion, the Henry Moy moved and seconded by Johnnie Meredith to adopt the CHIP as presented.

Members voting aye: Unanimous

Members opposed: None

**Consideration and vote to approve the fiscal year ending 6/30/23 budget**

Kena Allen, CFO presented the proposed budget for fiscal year ending 6/30/23 (page 15 of packet).

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

Members voting aye: Unanimous

Members opposed: None

**CNO Clinical Update**

Dustin Leonard reported in July we have had five Covid patients, but are down to only one at this time. ED has seen 1069 patients which averages 39 per day. We've had 57 admits from the ER, 81 transfers, and 20 AMAs. OB has delivered 15 babies this month with 7 C-Sections.

**Quality Council Minutes, Attachments & Report**

The Quality minutes (page 26-31) and Quality Management Reports were reviewed. Patient Days were up slightly from May. The adjusted patient days have been corrected from last month's report. An updated Swing Bed Policy 07-14 Leave of Absence Policy was also presented to the board for approval.

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

Members voting aye: Unanimous

Members opposed: None

**DNV Survey Update**

No Update

**Clinic Report**

Valliant saw 167 patients in June, Hochatown saw 422, Idabel 285, and Valliant 360. There were 234 Covid tests administered with 61 positives.

**Medical Staff Report**

The minutes from the July Medical Executive Committee meeting (page 32 -34) were reviewed and the credentialing appointments presented for approval. Dr. Adams reported that the full medical staff meeting had been cancelled due to lack of interest. We will try to reschedule for September.

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

**PROVISIONAL APPOINTMENTS:**

**Consulting Staff:**

- Chadwick Barrs, MD Telemed Radiology privileges 8/1/22-8/1/23
- Daniel Felter, MD Telemed Radiology privileges 8/1/22-8/1/23
- Jason Fox, MD Telemed Radiology privileges 8/1/22-8/1/23
- Anthony Leblanc, MD Telemed Radiology privileges 8/1/22-8/1/23
- Andrew Harrison, MD Telemed Radiology privileges 8/1/22-8/1/23
- Charles Huang, MD Telemed Radiology privileges 8/1/22-8/1/23
- Tony Maung, MD Telemed Radiology privileges 8/1/22-8/1/23
- Joel Alan Shockley MD Telemed Radiology privileges 8/1/22-8/1/23
- Byron Schoettle, DO Telemed Radiology privileges 8/1/22-8/1/23
- Shoaib Ahmad, MD Pulmonary and Critical Care Telemedicine 8/1/22-8/1/23

**REAPPOINTMENTS:**

**Active Staff:**

- William Herron, DO Family Medicine and Obstetrical privileges 7/31/22 – 7/31/24
- Monty Grugan, DO family medicine privileges 08/01/20—07/31/22

**Allied Health Professionals:**

- Kimberly Herron, PA-C family medicine privileges under the direction of William J. Herron 07/31/22—07/31/24
- Jason McHenry, PA family medicine privileges under the direction of Monty Grugan, DO 7/31/22-7/31/24

**Emergency Medicine Staff:**

- William Harrison, DO Emergency Medicine privileges from 7/31/22 – 7/31/24
- Conrad Caldwell, III MD Emergency Medicine privileges 8/31/2022 - 8/31/24
- Chester Carlson, DO Emergency Medicine privileges from 7/31/22 – 7/31/24

**RESIGNATIONS**

- Sean Klufa, CRNA, privileges expired 6/30/22. Sent packet twice and spoke to his supervisor Rob Clements twice – packet was not returned.
- Jessica Collins, PA requested to let her privileges expire as of 8/31/22
- Ashley Wakelee, NP sent reappointment packet twice without response, privileges expire 7/31/22

**TO NOT MOVE FROM PROVISIONAL APPOINTMENT:**

- Paula McKinney, NP ER privileges under the direction of Gretchen Adams, MD 8/31/22 – 8/31/23  
Paula has not worked in the ER during the provisional time period so there is no quality information to review. Leslie will contact Paula to see if she wants to retain privileges and if so will stay on provisional basis.

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

Members voting aye: Unanimous

Members opposed: None

**Administrator's Report**

- Covid cases have increased and our staff is working diligently to ensure the safety of our patients, visitors and staff.

- The Foundation Board has donated \$30,000 twice for upgrades and facelift to various areas of the hospital. The ER and Registration areas have been cleaned and painted, and new flooring placed in registration. Some of the 1<sup>st</sup> floor hallways and OB waiting area have been painted. The 2<sup>nd</sup> donation will enable us to give Med/Surg a much-needed facelift.
- We have no new contract nurses. We are working to recruit local nurses to fill our staffing needs.
- We've had five employees complete the CLEET training.
- We will have an active shooter drill in August
- We've conducted town hall meetings this week to discuss issues with staff members. The County Commissioners attended one of the meetings.

**Consideration and vote to approve the formation of an armed security team at McCurtain Memorial Hospital.**

After discussion, Johnnie Meredith moved and seconded by Henry Moy to approve the formation of an armed security team at McCurtain Memorial Hospital.

Members voting aye: Unanimous  
Members opposed: None

**Consideration and vote to approve HR & Clinic Policies updated to show PTO payout at 50% upon resignation, no more than 80 hours of PTO carry over to new physical year as of 7/1/23 and part time and PRN employees will no longer receive PTO or Sick leave benefits.**

- HR Policies :85-03 Bereavement Leave, 85-16 Holiday PTO, 85-24 PTO Benefits, 85-35 Sick Leave Benefits, 85-37 Termination or Resignation of Service –
- Clinic Policies 18-72 Bereavement Leave, 18-86 Holiday PTO, 18-91 Paid Time Off Benefits, 18-99 Sick Leave Benefits, 18-101 Termination or Resignation of Service

After discussion, Johnnie Meredith moved and seconded by Henry Moy to approve the policies as presented except HR 85-35 Sick Leave Benefits and Clinic 18-99 Sick Leave Benefits. These two policies need further revision and will be presented at the next McCurtain Memorial Medical Management, Inc. meeting.

Members voting aye: Unanimous  
Members opposed: None

**Consideration and possible vote to enter into Executive Session for discussion regarding confidential communications between McCurtain Memorial Medical Management, Inc. and its attorney regarding the Sublease with the Trustees of McCurtain County Hospital Authority, as provided by 25 Okla. Stat. § 307(B)(4).**

Johnnie Meredith moved and 2<sup>nd</sup> by Henry Moy to enter into Executive Session

Members voting aye: Unanimous  
Members opposed: None

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

Henry Moy moved and 2<sup>nd</sup> by Johnnie Meredith to return to open session.

Members voting aye: Unanimous

Members opposed: None

**Consideration and possible vote on actions to be taken if any on Sublease with the Trustees of McCurtain County Hospital Authority, as provided by 25 Okla. Stat. § 307(B)(4).**

Henry Moy moved and 2<sup>nd</sup> by Johnnie Meredith to authorize Kendra Gross to bind the McCurtain Memorial Medical Management, Inc. by executing the sublease discussed in executive session between the McCurtain County Hospital Authority Board and McCurtain Memorial Medical Management, Inc as long as there are no significant changes from the current version.

Members voting aye: Unanimous

Members opposed: None

**NEW BUSINESS:**

McCurtain Memorial Hospital administration asked for authorization to open an account for the new ER and Hospitalist billing company. Johnnie Meredith asked that it be added to the next meeting agenda. There can be a special board meeting if needed.

**PUBLIC COMMENTS:**

Dr. Adams said her contract will not be renewed as of 9/30/22. She is worried about her patient list being reduced in the interim. She is looking for a new job and will be leaving the area. She is concerned about her PTO payout and sick leave payout. She is concerned about patients who will be affected and if there will be coverage for the ones on controlled substances. She stated she is also the Medical Director of Cardiac Services and Pulmonary Function services and the OSU Rotation Preceptor. She stated we were not expecting a new OSU student until January of 2023.

Kendra Gross expressed her appreciation of all the services Dr. Adams had provided.

**Adjournment**

Meeting Adjourned at 8:12 pm.

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Interim Board Secretary