

**Cimarron County
Health Services Authority
(Cimarron Memorial Hospital
and Rural Health Clinic)**

**Board of Trustees
Regular Meeting**

(Discussion and possible action may be taken on any agenda item)

| <u>Date</u> | <u>Time</u> | <u>Location</u> |
|-----------------|-------------|--------------------------------|
| August 17, 2017 | 5:30pm | Cimarron Memorial Meeting Room |

Agenda

1. Call the Meeting to Order
2. Roll Call
3. Consider Approval of Agenda
4. Consider Approval of Board Meeting Minutes
5. CEO Report
6. CFO Report
7. Sales Tax Expenditure Report
8. Credentialing
9. Approval of Policy and Procedures
10. Old Business
11. New Business
12. Comments from the Public (Comments to be limited to 2 minutes each or may be extended at the discretion of the Board.)
13. Proposal to Enter into Executive Session to Discuss Personnel Issues (Executive Session Title 25, Section 307 of Oklahoma Statutes, B.1 Discussing the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of any individual salaried public officer or employee.) (Executive Session Title 25, Section 307 of Oklahoma Statutes, B.4 Confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest.) (Executive Session Title 25, Section 307 of Oklahoma Statutes, B.7. Discussing any matter where disclosure of information would violate confidentiality requirements of state or federal law.)
14. Vote on Discussions in Executive Session
15. Recess and Adjournment

TO BE COMPLETED BY THE PERSON FILING NOTICE

Paul Toon, Board Chairman
Cimarron Memorial Hospital and Rural Health Clinic
PO Box 1059
Boise City, OK 73933
Phone: 580-544-2501
Fax: 580-544-2517



STATE OF OKLAHOMA }
COUNTY OF CIMARRON } 88

THIS INSTRUMENT WAS FILED
Aug 15th 20 17
AT 10:00 O'CLOCK A M

Mira Richman COUNTY CLERK
BY Zora Oltman DEPUTY

CIMARRON
MEMORIAL HOSPITAL

and Rural Health Clinic

100 South Ellis, Boise City, Oklahoma 73933

580-544-2501

Cimarron Memorial Hospital
Minutes of Regular Meeting of Board of Trustees

July 20, 2017

Pursuant to notice given, the Board of Trustees of Cimarron Memorial Hospital met on Thursday, July 20, 2017 at 5:30 p.m. at the Cimarron Memorial Meeting Room located at 100 S Ellis in Boise City, OK.

1. **Call the Meeting to Order**

Mr. Toon called the meeting to order at 5:30 pm
The agenda was recorded and posted on July 18, 2017.

2. **Roll Call**

Board members in attendance:

Mr. Paul Toon
Ms. Ranae Schwindt
Cindy Apple

Also in attendance: Tim Beard CEO, Jamie Jacoby CFO, Armando Rivera CFO assist, Kathy Roberts Reporter.

3. **Consider Approval of Agenda**

Ms. Schwindt made a motion to approve the agenda. Ms Apple seconded the motion. All members present voted AYE and the agenda was approved.

4. **Consider Approval of Board Meeting Minutes**

Ms Apple made a motion to approve the Minutes. Ms. Schwindt seconded the motion. All members present voted AYE and the Minutes were approved.

5. **CEO Report**

Mr. Beard began his report informing the Trustees our Reference Lab Services is doing well and insurances are paying well. We vary everyday how many samples we get to process but it ranges from 10-50. We would like to be able to average 60 samples per day.

We will be using RICO Services more now that they have a helicopter located Dalhart. Mr. Beard reminded the Trustees that Rico came to our hospital last month to let the community see the helicopter and ask questions. Mr. Beard did discuss he would like to do some work to our Heli-pad by painting landing markers and set up lighting for low visibility needs.

Dr Veal is going to be off for 3 weeks, and then Roger Hess NP will be off for 3 weeks. Inpatient Census is running around 2 or more and everything is running pretty smoothly.

As a follow up on last week's meeting, Mr. Beard informed the Trustees that we are caught up with TCEC (Tri County Electric Co-op) and still working on an old existing payment arrangement.

Hearing no objections, the CEO Report was presented to the Board for consideration.

6. **CFO Report**

Mr. Jacoby then gave a detailed financial report noting June cash is up due to the increase in Lab volume. As a reminder, in May we had an increase in Swing Bed admissions. With the increase in cash we are starting to pay more bills. Mr. Jacoby let the Trustees know we have a large payable to Medicare for the most recent Cost Report but should get some of that back on our Cost Report Adjustment.

Hearing no objections, the CEO Report was presented to the Board for consideration.

7. **Resolution and Renewal of Property Insurance**

The Trustees were presented a copy of the Property Insurance renewal with payment options for one or two payments and the Resolution.. After a brief discussion with Administration, the Trustees chose the two payment option. Ms. Apple made a motion to approve the payment plan and the Resolution. Ms Schwindt seconded the motion. All members present voted AYE and the Resolution and two payment plan was approved.

8. **Approval of NewLight Healthcare Contract Addendum**

Mr. Beard presented the NewLight Healthcare contract addendum to the Trustees. This addendum provides over-site on Reference Lab services ensuring compliance and communication between agencies.

After discussion between the Trustees and Administration, Ms. Schwindt made a motion to approve the addendum to the contract. Ms. Apple seconded the motion. All members present voted AYE and the addendum was approved.

9. **Sales Tax Expenditure Report**

The Board reviewed the Sales Tax Expenditure Report and approved how it was spent.

10. **Quarterly QA Report**

The Quarterly QA Report was presented to Trustees. Trustees inquired on reporting of changes in the clinic. Mr. Beard explained that one of the Nurse techs in the Rural Health Clinic had left our employment for another job in a town nearby. The Rural Health Clinic admission clerk applied for a transfer to the Nurse Tech position and was awarded that position. A Nurses Aid at the hospital had applied for a transfer to the open Rural Health Clinic Admission position and was awarded that position. All Rural Health Clinic positions are staffed at this time.

11. **Medical Staff Report**

There was no Medical Staff Report at this time.

12. **Credentialing**

Credentialing applications for nine Caregivers had been approved by the Medical Staff at their most recent meeting pending approval from the Trustees. The Cimarron Memorial Hospital Trustees reviewed the applications. Ms. Schwindt made a motion to accept the Medical Staffs recommendation.. Ms Apple seconded the motion. All members present voted AYE and Medical Staff recommendation to approve the nine applicants was approved.

13. **Approval of Policies or Policy Manuals**

Nursing presented five new or revised policies. These policies have already been presented and approved by the Medical Staff and Medical Staff is recommending approval of these policies. The Trustees reviewed the policies and Ms. Schwindt made a motion to approve the policies. Ms Apple seconded the motion. All members present voted AYE and the policies were approved.

14. **Old Business**

There was no old business at this time.

15. **New Business**

There was no new business at this time.

16. **Comments from the Public**

None at this time

17. **Motion to Enter into Executive Session to Discuss Personnel Issues**

There was no need for Executive Session at this time.

18. **Vote on Discussions in Executive Session**

None

19. **Recess and Adjournment**

Mr. Apple made a motion to adjourn. Ms. Schwindt seconded the motion. All members voted AYE and the meeting adjourned at 5:56 p.m.

Approved as Written  Date 8/17/17
Chairperson

OR

Approved as Amended _____ Date _____
Chairperson