

**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>
December 14, 2017	5:30 p.m.	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. QA Report
9. Medical Staff Report
10. Credentialing
11. Approval of Policies and/or Policy Manuals
12. Old Business
13. New Business
14. Comments from the Public (Comments to be limited to 2 minutes each or may be extended at the discretion of the Board.)
15. 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.)
16. Vote on Discussions in Executive Session
17. Recess and Adjournment

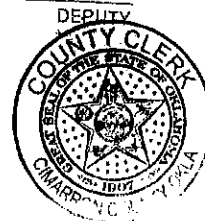
TO BE COMPLETED BY THE PERSON FILING NOTICE
Paul Toon, Board Chairman
Cimarron Memorial Hospital and Rural Health Clinic
PO Box 1059
Boise City, OK 73933
Phone: 580-544-2501
Fax: 580-544-2517

STATE OF OKLAHOMA }
COUNTY OF CIMARRON } ss

THIS INSTRUMENT WAS FILED

12-11 20 17
AT 2:45 O'CLOCK P M

Quinn Richardson
COUNTY CLERK




**CIMARRON
MEMORIAL HOSPITAL**
Cimarron Memorial Hospital
Minutes of Regular Meeting of Board of Trustees

November 16, 2017

Pursuant to notice given, the Board of Trustees of Cimarron Memorial Hospital met on Thursday, November 16, 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 November 14, 2017.

2. Roll Call

Board members in attendance:

Mr. Paul Toon
Ms. Ranae Schwindt
Ms. Cindy Apple
Ms Wallace

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

3. Consider Approval of Agenda

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

4. Consider Approval of Board Meeting Minutes

The meeting for October 19th was rescheduled to October 12th due to several conflicts for some Trustees. We did not have a quorum on October 12th. Having no minutes for October, only the September meeting minutes were presented and Ms Schwindt made a motion to approve them. Ms. Apple seconded the motion. All members present voted AYA and the minutes were approved

5. CEO Report

Mr. Beard began his report informing the Trustees that we have been busy. Our census has been running around 4 to 5 Inpatients for the last month. Our Reference Lab program is doing well. The Mass Spectrometer Unit is installed and be utilized. We have a new Respiratory Pathogen testing unit that has been installed and in use. Mr. Beard reported that the day previous to the meeting, we received 100 samples to process.

Mr. Beard invited the Trustee to the Holiday Meal scheduled for November 29th at 6:30 p.m.. We will be serving a carry in meal located in the Meeting room.

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

6. CFO Report

Mr. Jacoby gave a detailed financial report for September and October. Mr. Jacoby noted that in October our Swing Bed and ER days had increased. October Lab visits reflected a decrease from the September figures. Our net income has increased compared to figures for October 2016. Cash should continue to get better as the Reference Lab program progresses.

The board members engaged in discussion with Mr. Jacoby regarding different areas of the financial report.

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

7. **Approval of 2018 Operating Budget**

Mr. Jacoby presented an in depth report of the projected budget and reporting on details. Mr. Jacoby projects we will be excepting a Profit nest year due to Reference Lab program if things continue as they are now.

Trustees discussed the budget and ask how some items would be classified on the budget. Mr. Jacoby went over several examples to help clarify the budget.

Ms. Wallace made a motion to approve the Budget. Ms. Schwindt seconded the motion. All members present voted AYE and the budget was approved.

8. **Approval of 2018 Meeting Dates**

Trustees were presented the proposed 2018 Meeting Schedule.

Ms. Schwindt made a motion to approve the Meeting Dates. Ms. Wallace seconded the motion. All members present voted AYE and the 2018 Meeting Dates were approved.

9. **Sales Tax Expenditure Report**

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

10. **Medical Staff Report**

There was no Medical Staff Report at this time.

11. **Credentialing**

The Medical Staff met November 15th, 2017 and are recommending the Board of Trustees approve the appointment of 2 Physicians who will do Tele-radiology reads for us. Both Physicians are employed by Plains Radiology and will be classified as consulting staff. Medical Staff also recommended we accept the voluntary resignation of all Vrad-Radiology Physicians as we have terminated our association with that company.

Ms Schwindt made a motion to accept Medical Staffs recommendation. Ms Wallace seconded the motion. All members present voted AYA and the credentialing recommendations were approved.

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

Several Nursing Policies were presented for approval. Most were updating language to be compatible with electronic documentation and some changes were made for clarification and clarity. The Rural Health Clinic also presented a couple of policies as a result of their annual policy review and under the recommendation of the review committee.

One policy was presented for the facility manual that would allow family members to be in the same department as well as guidelines on supervising family members. Trustees engaged on discussion expressing concerns on potential for Nepotism and favoritism issues. After a lively debate, the language of the policy will be modified for clarification.

Ms. Schwindt made a motion to approve the Nursing and Rural Health Clinic policies as well as the Facility Policy with the modifications in place. Ms Wallace seconded the motion. Ms. Schwindt and Ms. Wallace voted AYE, and Ms. Appple voted NAY. The policies were approved.

13. **Old Business**

Mr. Beard let Trustees know we had approximately 100 visit the Hospitals haunted Hospital Hall.

14. **New Business**

Mr. Beard discussed with the Trustees we would be doing a Community Medical Needs Assessment. This will be funded and conducted by OSU thru a grant.

15. **Comments from the Public**

None at this time

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

Ms Apple made a motion to adjourn to Executive Session. Ms Wallace seconded the motion. All members present voted AYE and Trustees entered Executive Session. Those in Executive Session at 5:50 p.m. were as follows:

Trustees: Mr. Paul Toon, Ms. Ranae Schwindt, Ms. Cindy Apple, and Ms. Joy Wallace.
CEO and NewLight Employees: Mr. Tim Beard, Mr. Jamie Jacoby, and Armando Rivera.

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

Trustees exited Executive Session at 6:20 p.m.

Ms Schwindt made a motion to approve the attorney's recommendation. Ms Apple seconded the motion. All members present voted AYE and the motion passed.

18. **Recess and Adjournment**

Ms. Wallace made a motion to adjourn. Ms. Schwindt seconded the motion. All members voted AYE and the meeting adjourned at 6:20 p.m. p.m.

Approved as Written  Date 12/14/17
Chairperson

OR

Approved as Amended _____ Date _____
Chairperson