

**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)*

Date	Time	Location
April 19, 2018	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 }  
THIS INSTRUMENT WAS FILED  
April 16th 2018  
AT 2:55 O'CLOCK P M  
BY Anna Richards COUNTY CLERK  
DEPUTY [Signature]

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

March 29, 2018

Pursuant to notice given, the Board of Trustees of Cimarron Memorial Hospital met on Wednesday, March 29, 2018 at 5:33 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 5:33 pm.  
The agenda was recorded and posted on March 27, 2018.

2. **Roll Call**

Board members in attendance:

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

Also in attendance: Tim Beard CEO, Armando Rivera CFO Assistant, and Kathy Roberts Reporter.  
Guest: Danna Smith

3. **Consider Approval of Agenda**

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

5. **CEO Report**

Mr. Beard reported we currently do not have any patients admitted to the hospital but the ER has been very busy for the last few weeks. Mr. Beard also informed the Board of Trustees that we have paid off the NewLight Healthcare Loan with interest. Of other interest Mr. Beard noted that improvements have been made in Dietary. These include new flooring in the back kitchen hallway, and new LED lighting in the kitchen area. He hopes to be able to put new flooring at the Nursing Station and new LED lighting in the ER soon. Lastly, the Courtyard was utilized for the Grade School Easter Egg Hunt today.

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

6. **CFO Report**

Mr. Rivera gave a detailed financial report pointing out although February was a short month, it was also a very good month for us. We had an increase in Swing beds, clinic visits, and reference Lab activity exceeding last year's stats.

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

7. **Election of Officers**

Mr. Toon turned the meeting over to CEO, Mr. Beard for Election of Officers. Mr. Beard opened the floor to entertain nominations. Ms. Wallace made a motion to keep all officers, committees, and appointments the same by acclamation. Ms. Schwindt seconded the motion. All members present voted AYE and Officers, Committees, and appointments remain the same. Mr. Beard then turned the meeting back over to Mr. Toon.

2018 Officers, Committees, and Appointments:

President Paul Toon  
Vice President Ranae Schwindt  
Secretary/Treasurer Cindy Apple  
Purchasing Agent Ranae Schwindt

Appointments:

Recording Secretary for Board Kathy Roberts

Executive Committee: Chairman: Paul Toon. All members were appointed to the committee  
Finance Committee: Treasurer is the Chairman; Ranae Schwindt. All Members were appointed to the committee  
Grounds Committee: Chairman: Joy Wallace. All members were appointed to the committee  
Professional Committee: Consisting of 3 members: Chairman: Paul Toon. All members were appointed to the committee

8. **Sales Tax Expenditure Report**

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

9. **Quarterly QA Report**

There was no Quarterly Report at this time.

10. **Medical Staff Report**

There was no Medical Staff Report at this time.

11. **Credentialing**

There was no Credentialing at this time.

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

The Swing bed policy and Procedure Manual was presented for annual approval. Also included are Heavy Nurses Notes pages that were modified to improve ease of documentation. Archival of paperwork that is now electronic or no longer in use was also presented.

13. **Comments from the Public**

Ms. Danna Smith, Laboratory Manager, addressed the Trustees letting them know they are working really hard, long hours but are having trouble getting in supplies. Mr. Beard stated he will check into the situation.

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

There was no need for executive Session at this time.

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

None

16. **Recess and Adjournment**

Ms. Schwindt made a motion to adjourn. Ms. Apple seconded the motion. All members voted AYE and the meeting adjourned at 5:53 p.m.

Approved as Written  Date 4/19/18  
Chairperson

OR

Approved as Amended \_\_\_\_\_ Date \_\_\_\_\_  
Chairperson