

The regular meeting of the McAlester Regional Health Center Authority was held at 4:00 PM, on Wednesday March 5, 2014 at McAlester Regional Health Center in the Administration Conference Room. Public notice, setting forth thereon the day, time and place for this regular meeting had been delivered to the office of the City Clerk at 10:15 PM, on Monday March 03, 2014.

**TRUSTEES PRESENT:**

L.M. Milton, MD ~ Don Lewis, Secretary ~ Cara Bland, Chairperson ~ Susan Kanard ~ Evans McBride, Vice-Chairman ~ Brent Grilliot ~ Weldon Smith ~ Mark Sehgal, MD ~ Mary Shannon.

**TRUSTEES ABSENT:**

**HOSPITAL STAFF:**

David Keith, President/CEO ~ Sonya Stone, Executive Assistant ~ Kim Stout, CNO ~ Darryl Linnington, CFO ~ Helen Wheeler, Administrator Physician Services ~ Frank Hilbert, CIO ~ Caleb Woten, Marketing.

**OTHER ATTENDEES:**

Karen Rieger, Legal Counsel (via conference phone) ~ Stacy Hardy, MD, Chief of Staff, John Cotton, M.D ~ Steven Harrison, Mayor

**CALL TO ORDER:**

Chairperson Bland called the meeting to order at 4:00 PM.

**Public Comment:** None

**MRHC Website redesign plan:**

Mr. Caleb Woten provided the Board with an update on the new MRHC website redesign plan. He reported the website has had very little update and oversight over the past six years. RFP's (Request for Proposals) were obtained from three companies including the current host CSI Industries. A decision was made to continue the relationship with CSI Industries after being offered a complete website redesign to include MRHC oversight for no additional fee; a cost saving of approximately \$17,000. The new website will have more graphics and provide patients and employees with valuable services and accurate information about new events, service lines, payments, health information and access to a health library. The website will be managed and maintained in-house allowing for the most up-to-date information to be displayed. Mr. Woten reported the new design will have the capability to link social media to the website, ultimately increasing marketing opportunity. The new website design is targeted for completion in April 2014 and will assist the Hospital in meeting the requirements of Meaningful Use. Discussion followed. Dr. Milton recommended the new website provide a link for physicians to access the electronic health record. Mr. Smith recommended putting a process in place to monitor key users to make sure they are keeping their information up to date such as weekly reports. In additions he recommended testing the new website with patients, employees and the Board of Trustees before launching the site.

**Consent Agenda for approval:**

1. MRHCA Board of Trustees minutes for February 5, 2014.
2. Credentialing List as follows:

**Appointment of provisional privileges for one year:**

- a. Edwin Henslee, MD-Active Staff-OB/GYN
- b. Dennis Kolokolo, MD-Affiliate Staff-Internal Medicine/Hospitalist
- c. Frank Lee, MD-Affiliate Staff-Emergency Medicine
- d. Sharad Swami, MD-Affiliate Staff-Internal Medicine/Hospitalist
- e. Joy Auld, APRN-CNP-Affiliate Staff-Nurse Practitioner under the supervision of Kishore Kumar, MD
- f. Ashley Beasley, Dental Assistant-Affiliate Staff-Dental Assistant under the supervision of Twana Duncan, DDS
- g. Wanda Martin, APRN-CNP-Affiliate Staff-Nurses Practitioner under the supervision of Ulysses Bowler, MD.
- h. Amber Jo Pritchett, Dental Assistant-Affiliate Staff-Dental Assistant under the supervision of Twana Duncan, DDS.

Initials 



A **motion** was made (Lewis) and seconded (Shannon) to approve the Consent Agenda items 1 & 2 as presented. The vote was taken as follows: Aye: Mark Sehgal, MD, Evans McBride, Susan Kanard, Weldon Smith, Don Lewis, Mary Shannon L.M. Milton, MD, Brent Grilliot and Cara Bland. Nay: None. Absent: None. Abstained: None. Chairperson Bland declared the **motion** carried.

#### Finance Reports.

1. Mr. Linnington presented the January 31, 2014 MRHC financial reports. He reported the facility is doing well reflecting an increase in volume and cash position over this time last year. Mr. Linnington reported meeting with all department leaders to review responsibility summaries; he challenged them to find five (5) % savings in their department budgets. Mr. Linnington reported creating a process called 'pre funding' that requires the disbursement of funds to not exceed collections for the previous month. This process will put a focus on spending in an effort to reduce cost in preparation for upcoming expenditures. Mr. Linnington reported the operating expenses are on budget with some large capital expenditures coming up in the near future.

A **motion** was made (Sehgal) and seconded (McBride) to approve the financial reports as presented by Mr. Linnington. The vote was taken as follows: Aye: Mark Sehgal, MD, Evans McBride, Susan Kanard, Weldon Smith, Don Lewis, Mary Shannon L.M. Milton, MD, Brent Grilliot and Cara Bland. Nay: None. Absent: None. Abstained: None. Chairperson Bland declared the **motion** carried.

2. After seeking bids Mr. Linnington presented for approval a fully integrated Human Resource Information system (HRIS) provided by Automatic Data Processing (ADP) including a scheduling time clock and payroll component. He reported ADP is one of the largest buyers of Kronos services and systems. He reported ADP offered excellent pricing in which the hospital will benefit from their buying power when purchasing all components together. The system will provide labor management for the hospital and ADP has committed to provide training as needed and unlimited support. Mr. Linnington also reported there will be no startup fees for implementing the system.

A **motion** was made (Milton) and seconded (Sehgal) to approve a three year contract with ADP for a system that includes a Human Resources management scheduling time clock and payroll components at an annual cost of \$116,157 as presented by Mr. Linnington. The vote was taken as follows: Aye: Mark Sehgal, MD, Evans McBride, Susan Kanard, Weldon Smith, Don Lewis, Mary Shannon L.M. Milton, MD, Brent Grilliot and Cara Bland. Nay: None. Absent: None. Abstained: None. Chairperson Bland declared the **motion** carried.


3. Mr. Linnington presented a Capital Expenditure Request (CER) for the replacement of Air Handling Unit (AHU)# 201 (Coverage area: ICU and ED) and AHU # 302 (Coverage area: Three North and South-East sides; Three West-North side, Two West-North side; Two South-East side; One West-North side; and One South-East side) at a cost of \$564,920. The new AHU's will replace the original 30+ year old units that are failing. Mr. Linnington reported the AHU # 302 was not included in this year's capital budget; however additional funding was made available by postponing capital items including a back-up generator, fire pumps and the Rehab renovation. A **motion** was made by (McBride) and seconded (Smith) to accept the CER for AHU's # 201 and 302 as presented by Mr. Linnington and to allow Mr. Linnington to seek bids from financial institutions and to help term a lease not to exceed \$499,000 at market rate for a term not to exceed the depreciative life of the asset. The vote was taken as follows: Aye: Mark Sehgal, MD, Evans McBride, Susan Kanard, Weldon Smith, Don Lewis, Mary Shannon L.M. Milton, MD, Brent Grilliot and Cara Bland. Nay: None. Absent: None. Abstained: None. Chairperson Bland declared the **motion** carried.

#### Board QI Report:

Dr. Milton provided an overview of HCHAPS and Core Measure reports that were presented at the last scheduled Board QI meeting. He reported a few low scores which the committee also determined were attributable to inadequate documentation. Dr. Milton reported he had the opportunity to work with the Electronic Health Record (EHR) and stated the system works well, is fast and the output is very good.

#### Chief of Staff Report:

Dr. Hardy reported the MRHC Electronic Health Record (EHR) is encompassing all physicians requiring training and proving to be time consuming. In addition she reported Warren Clinic will go live with EHR May 1<sup>st</sup>. She predicted 2014 will be very frustrating for physicians and patients due to delays; stating the public should be made aware of requirements associated with healthcare and to expect these delays. Dr. Hardy reported the medical staff recently attended a Continuing Education class regarding antibiotic stewardship. She added the speaker and discussion was excellent and a follow up presentation is scheduled in an upcoming Medical Staff Committee. Dr. Hardy also reported

Initials 



physicians are working very hard to make the patient discharge process smooth and effortless in an attempt to reduce the number of re-admissions

**CEO Report:**

Mr. Keith referenced an article included in the board packet that may be of interest in the upcoming Board of Trustee Strategic Planning Update meeting scheduled for the 27<sup>th</sup> of March. Mr. Keith reported the Latimer County Hospital recently put their two clinics up for bid/sale recently, and MRHC submitted reasonable offers for both. However the expectation is not favorable for attracting the bid considering the Latimer County Hospital Board is already in discussions with hiring a management firm and meeting with a Federally Qualified Health Clinic (FQHC). He added he has engaged Ms. Kim Stout, CNO and Ms. Kelly Squyers, Home Health Director to search for a suitable location to house an MRHC Home Health branch in Wilburton, OK. Mr. Keith reported Mr. Chris Whybrew accepted the position of Chief Operating Officer with an expected start day of March 31, 2014. He stated he will be a valuable asset to this facility with knowledge and experience in cost reduction and revenue enhancement. Mr. Keith reported Ms. Cindy Barlow submitted her resignation as Health Information Systems Director; recruitment for that position is underway. In addition recruitment efforts are also underway for a Human Resource Director. Mr. Keith also reported Doug Huber, PA recently retired from Longtown Clinic after many years of service. Amanda Reece, Nurse Practitioner has been placed at Longtown Clinic and is rapidly building her practice. Mr. Keith added improvements are being made to the Longtown Clinic including new signage for the facility. He reported Don Riley, DO will be returning to MRHC as a full time Emergency Room physician. Surgical Management Professionals (SMP) has been onsite providing an evaluation of the surgical service line in both MRHC and the ASC. Dr. Hensley, a new OB/GYN physician joined Warren Clinic on March 1, 2014. Mr. Keith reported that with the growing number of compliance issues affecting hospitals today, he will be actively recruiting for an experienced Compliance Officer. Mr. Keith requested Mr. Linnington describe the new relationship between MRHC and American Express. The relationship will allow the Hospital to pay expenses through American Express, and garner points that can be used for travel and other discounts. Mr. Keith reported the Family Residency Program completed the match for residents, and the Hospital will see an additional three new residents in June. Mr. Keith reported Team Health will be visiting MRHC to assess the Emergency and Hospitalist Departments in an effort to patient throughput, communication, and quality. Dr. Shrivastava and Dr. Rajaram will arrive later this month to begin the Interventional Cardiology program; marketing and other information will be available for distribution in the near future. Mr. Keith encouraged the board to visit the new Wound Care Center. He also noted that the financials are being reviewed closely and the response from the community has been very positive. In closing, Mr. Keith shared a handout from the Oklahoma Hospital Association (OHA) regarding House Bill 2788 and Senate Bill 1495 regarding the outsourcing of Medicare and Medicaid programs and the impact it will have on hospitals. He added our hospital's portfolio is at risk and we could lose our SHOPP reimbursement.

**New Business:** None

**Executive Session:**


A **motion** was made (Milton) and seconded (Sehgal) to enter into Executive Session at 6:00 PM. The vote was taken as follows: Aye: Mark Sehgal, MD, Evans McBride, Susan Kanard, Weldon Smith, Don Lewis, Mary Shannon, Brent Grilliot, LM Milton, MD and Cara Bland. Nay: None. Absent: None. Abstained: None. Chairperson Bland declared the **motion** carried.

**Executive Session (25 O.S. § 307 (B))** – Discussion and Action – Cara Bland, Chairperson

(25 O.S. § 307 (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."

- A. Consultation with attorney regarding contract compliance of anesthesia services agreement.

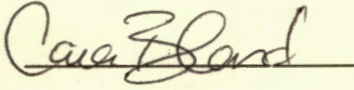
No action was taken during the Executive Session. A **motion** was made (Milton) and seconded (Sehgal) to end the Executive Session at 6:50 PM. The vote was taken as follows: The vote was taken as follows: Aye: Mark Sehgal, MD, Evans McBride, Susan Kanard, Weldon Smith, Don Lewis, Mary Shannon, Brent Grilliot, LM Milton, MD and Cara Bland. Nay: None. Absent: None. Abstained: None. Chairperson Bland declared the **motion** carried.

Initials 

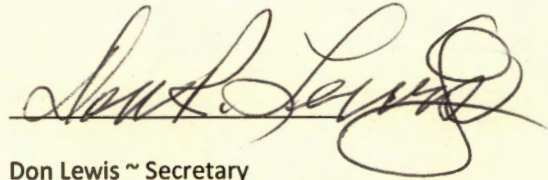


Adjournment:

With no further questions or business to come before the Board the meeting was adjourned at 6:55PM.



Cara Bland ~ Chairperson  
/sds



Don Lewis ~ Secretary