

The regular meeting of the McAlester Public Health Authority was held at 3:00 P.M., Wednesday, October 2, 2013 at McAlester Regional Health Center, Administrative Conference Room. Public notice, setting forth thereon the date, time, place and agenda for this meeting had been delivered to the office of the City Clerk and filed and posted at 09:44 A.M., on Tuesday, October 1, 2013.

PRESENT: MEMBERS

Cara Bland, Chairman
David Keith, President/CEO
Pete Stasiak, McAlester City Manager
Don Lewis

HOSPITAL STAFF

Helen Wheeler, VP/Strategy and Business Development
Darryl Linnington, Chief Financial Officer
Sonya Stone, Recording Secretary
Keith Mateychick, Director Environmental Services & Maintenance

Absent: Steve Harrison, Mayor

1. **CALL TO ORDER:** With a quorum present the meeting was called to order by Chairperson Bland.
2. **APPROVAL OF MINUTES:**
 - A. The August 5, 2013 minutes were distributed in the preliminary Public Health Authority (PHA) Meeting packet. **Motion** was made (Stasiak) and seconded (Lewis) to approve the August 5, 2013 minutes as presented. **Motion** carried unanimously.
3. **APPROVAL OF FINANCIAL STATEMENT:**
 - A. Ms. Wheeler presented the financial statements for July 31, 2013 and August 30, 2013, as presented in the preliminary PHA meeting packet. Ms. Wheeler stated the reports for the first month of the new budget are favorable with the biggest impact due to lease revenues. Utilities are slightly over budget but are expected to decrease over the next few months. The balance sheets are not reflecting much change from the previous month, and the total assets are a little under \$2M. Ms. Wheeler reported the pay off on the First National bank note is approximately \$94,000. Mr. Keith recommended Ms. Wheeler reconcile the records to confirm that amount. In addition, the August 2013 report did not reflect much change over June 2013. Mr. Stasiak commented the budgeted income statement over the past two years now reflects a profit which is indicative of the management oversight by Ms. Helen Wheeler. Mr. Keith added more changes can be expected in the future with the ongoing physician recruitment efforts. A **motion** was made (Keith) and seconded (Stasiak) to approve the financial statements for July 31, 2013 and August 30, 2013 as presented. **Motion** carried unanimously.
4. **Old Business:**
 - A. Mr. Keith gave a follow up report on a discussion with Mr. Joe Ervin, City of McAlester Attorney, Mr. Pete Stasiak, City Manager and Mr. Steve Harrison, Mayor regarding disbanding of the PHA Board. A decision was made based on the previous discussion to table any action at this time. Ms. Bland added the PHA Board needs to focus on the much needed improvements to the Doctor's building and address this issue in the future if the need arises.
5. **New Business:**
 - A. Mr. Keith Mateychick updated the Board regarding building improvements for the Doctor's Building. The major items include in order of necessity: Roof replacement; heat and chilled water pipe replacement; lighting fixtures (due to discontinued bulbs); elevator lighting, doors and frames replacement; paint and flooring replacement in lobby and first floor hallway; interior pipe insulation on the 3rd floor; and install way finding signage to match MRHC way finding signage. Ms. Bland recommended developing a policy that outlines the repair process for the future. She also recommended making a determination as to how much cash will be kept in reserve in the PHA account. Mr. Stasiak suggested with the upcoming winter weather the Board needs to take action to avoid problems associated with inclement weather. A **motion** was made (Keith) and seconded (Stasiak) to authorize resources in the amount of \$172,000 for the replacement of the roof, replacement of the heat and chilled water pipes, replacement of the lighting fixtures and allow the Chief Financial Officer to determine the mode of financing based on the best interest of the Public Health Authority. **Motion** carried unanimously.
 - B. Ms. Wheeler presented an update regarding the agreement between MRHC and PHA for plant operations and/or administrative functions. At the last scheduled meeting, Mayor Harrison requested the agreement be sent to Mr.

Joe Ervin, City Attorney to determine if the agreement can be terminated in the event PHA disbands. Ms. Wheeler reported Mr. Ervin provided the appropriate verbiage to incorporate into the agreement and it is now ready for signatures. In addition Ms. Wheeler reported the PHA lease agreement was sent to Karen Rieger Attorney with Crowe & Dunlevy to design a more simplified agreement. The new agreement will be submitted for review at the next scheduled meeting.

7. OTHER BUSINESS: NONE

8. ADJOURNMENT: With no further business to come before the Board the meeting was adjourned at 3:55 P.M.

/sds



Cara Bland, Chairperson