***Cimarron County Health Services Authority***

***(Cimarron Memorial Hospital and Rural Health Clinic)***

**Board of Trustees**

**Regular Meeting Minutes**

**Date Time Location**

12/16/2021 7:04pm Cimarron Memorial Meeting Room

Pursuant to notice given to the public, the Trustees of Cimarron Memorial Hospital met 12/16/2021 at 7:04 pm at Cimarron Memorial Hospital located at 100 S Ellis Street in Boise City Oklahoma.

1. **Call the Meeting to Order**

Kevin McIntire called the meeting to order at 7:04pm.

The agenda for this meeting was recorded and posted on December 14, 2021

1. **Roll Call**

Board members in attendance:

Mr. Kevin McIntire

Mrs. Tifany Adams

Mr. Clay Crabtree

Others in attendance:

Mr. Jonathan Gleason

Mrs. Kathy Roberts

Mrs. Julie Cook

Mrs. Donna Cain

Mr. Kenny Bob Tapp

1. **Consider Verification and Approval of Agenda**

Kevin McIntire made a motion to approve the agenda. Tifany Adams seconded the motion. All members present voted AYE and the agenda was approved.

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

Clay Crabtree made a motion to approve the minutes of the previous Board meeting. Tifany Adams seconded the motion. All members present voted AYE and the minutes of the previous meeting were approved.

1. **Public Comments**

Mr. Kenny Bob Tapp stood and shared a message from his brother Joshua that he thanked the board members for tabling the policy on the covid vaccine requirement, and stated that the Federal court stay was temporary and he appreciated the courage of those who refused to vote for that policy. He encouraged the board to be proactive with resisting the mandate and other like it in the future.

1. **CEO Report**

IT update is progressing. We have discovered that we had around 12 static IP’s with how things were set up. We are decreasing the service to one, which is all we need. We now have 2 onsite firewalls instead of untangle which is a remote system. We will be updating not only the clinic but all the wifi in the facility as well.

Is working on an agreement with Lindsey Butt. She is a local nurse who will graduate with her NP in May. As a local we need to keep her here as she will likely be a great long-term resource for the community. When she starts she will work with another provider for the first while to make sure she is oriented well to both the clinic, ER, and hospital. She will work 5 days per week in the clinic and be part of the ER call rotation.

Starting January, I will be putting a new manager in the clinic that is a nurse. Having a nurse in the clinic will help to improve the clinical care we provide there.

I have been in contact with NHSC and HPSA regarding our score and student loan repayment, our certification with NHSC expired several years ago, but we do still qualify and I will be submitting for a new certification in April of 2022. This will allow our providers to qualify for several student loan repayment programs and will aid in recruiting providers. I have already sent out one program to our nursing staff that they currently do qualify for through the Nursing Corp for student loan repayment.

Kenan Dentan is still working to purchase Boise City Family Pharmacy. Last he and I talked they are looking mid January to close. That may be optimistic and it may not be until March that it is all completed. We will be contracting with him as our consulting pharmacist and for 340b.

I have implemented a Swingbed Coordinator program. The individual will be responsible for increasing our swingbed patient census as well as following patients we refer out that could be swingbeds after surgery or other treatments to bring them back to our facility for our program.

We have had our RT come and do one on one training for our high flow oxygen system as well as bipap.

Our infection control nurse has resigned the position and she will be focusing on swingbed. Our DON and pharmacy nurse will be taking over IC responsibilities for the time being.

We have one bid to replace the water heater in the basement. It is looking to be around 10k. I have asked him to come and give us a cost for a water softener for that system as well. A water softener will help preserve the heater much longer than it would normally last. We are also looking for two additional bids.

Our first reporting of covid funds is complete and I am happy to report that we do not have to return any of the funds we have received.

We received a surprise bill from Elite Therapy to the tune of almost $36k for hourly charges that they had failed to bill us for since August of 2020. I have reviewed our payment history and invoice history regarding them, and it does appear that we owe them this according to our agreement. Our attorney agrees that their case for the funds is solid. Our attorney stated that we hold as much culpability for not catching the incorrect billing as they do for not billing it. We will be paying this and our termination of the agreement with them will continue forward.

1. **CFO Report**

This week was an Accounts Payable week and we did a check run of 44,906.17 leaving a balance in AP of -0- (zero)

Cash available in operating account after AP check run is $12,733.04

Savings account 9333 (COVID Funds) 102,941.52

Checking account 9333 - $7,029.01

Grant Account - $583,670.78

(We received Cost Report Settlement and I moved it to this account 580,000)

Savings account 0642 (Payroll Protection funds and collection amounts moved from Operating Account) $423,298.20. I moved $85,000 out of Operating to this savings account in November.

Total cash position is $1,129,672.55

I completed the Provider Relief Report on the usage of COVID Funds from 2020 on 11/30 (with the help of Kathy and Sarah sending me data) and we owe zero back.

We did the down payment for the roof of $240,000 to Get Roofed in November (which was part of the COVID Funds that we needed to use up before 12/31 leaving us with $60,000 that we need to spend. We allocated the $60,000 last week and used it for COVID items listed below

Amerisource for drugs - $41,080.48

2 IV Pumps and IV Tubing - $4,212.54

Lab COVID Testing Supplies - $$2,509.25

Medline for Med Surg Supplies $1,441.75

DGT Medical Electronics - $2,630.00 New Vital Sign Machine, Rolling Stand, SPO2 Sensor, 2 Adult Ear Respironics - $960.00. Items for the THEBI-PAP 2 small headgear and 2 medium headear

Total COVID SUPPLY order - $52,834.02

November has been a very, very busy month with a lot of reporting and spending requirements.

1. **Sales Tax Expenditure Report**

Presented. Kevin McIntire made a motion to approve, and Tifany Adams seconded. All trustees present voted AYE.

1. **QA Report**

Donna Cain presented the 3rd Quarterly report for quality and Kevin McIntire made a motion to approve, Clay Crabtree seconded and all trustees present voted AYE.

1. **New Business**

We are evaluating a new radiology group out of Denver.

1. **Recess and Adjournment**

Clay Crabree made a motion to adjourn the meeting, Tifany Adams seconded, all members present voted AYE and the meeting adjourned at 8:16pm.