

Cimarron County Health Services Authority
(Cimarron Memorial Hospital and Rural Health Clinic)

Board of Trustees

Regular Meeting Minutes

Date	Time	Location
01/27/2022	7:03 am	Cimarron Memorial Meeting Room

Pursuant to notice given to the public, the Trustees of Cimarron Memorial Hospital met January 27, 2022 at 7:03 am at Cimarron Memorial Hospital located at 100 S Ellis Street in Boise City Oklahoma.

Call the Meeting to Order

Kevin McIntire called the meeting to order at 7:03 am.

The agenda for this meeting was recorded and posted on January 24, 2021

1. **Roll Call**

Board members in attendance:

Mr. Kevin McIntire

Ms. Tiffany Adams

Ms. Judy Broaddus

Others in attendance:

Mr. Jonathan Gleason

Mrs. Julie Cook

Mrs. Donna Cain

Ms. Sarah Odell

Mrs. Tina Newton

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

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

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

Kevin McIntire made a motion to approve the minutes of the previous Board meeting with a modification in the roll call section from Mrs. Tiffany Adams to Ms. Tiffany Adams. Judy Broaddus seconded the motion. All members present voted AYE and the minutes of the previous meeting were approved.

4. **Public Comments**

There were no public comments presented.

5. **Committee Assignment Review**

Kevin McIntire made a motion to table the Committee Assignment Review. Judy Broaddus seconded the motion. All members present voted AYE and the review was tabled.

6. **Appoint Board Liason**

Kevin McIntire made a motion to appoint Jonathan Gleason as the Board Liason to represent and provide updates to the County Comissioners. Tiffany Adams seconded the motion. All members present voted AYE and Jonathan Gleason was appointed the Board Liason.

7. **Administrative Report**
CEO Report

IT update is progressing. We continue to discover issues from how IT had been set up previously. We encountered a problem when CPSI was working with Kyle to create a new VPN tunnel to our network to test. CPSI decided to delete the old one before verifying completeness of the new one and it caused CPSI to be down for us for several days. Kyle and I worked to get it back up in conjunction with CPSI and we were able to restore it. We are still experiencing some issues due to this and other CPSI updates that seem to be associated with printing.

I have completed the agreement with Lindsey Butt. She will start as soon as she is able in the clinic and is graduated and has her graduate license in place. She will only be working in the clinic but will be there 5 days a week seeing patients. I have invited her to start attending our medical staff meetings and she was present for January's meeting.

Stephanie Cochran has taken over as manager in the clinic and has jumped in with both feet and addressing issues as they arise. Her clinical expertise is very appreciated there.

Kenan Dentan is still working to purchase Boise City Family Pharmacy. His closing date has not been pushed back to February 28th. He told me that it should not be pushed back any further. He came and visited earlier this month and I introduced him to the providers. As a reminder once he takes over the pharmacy, we will begin the 340b program with him which we are anticipating bringing in some additional revenue.

I am continually evaluating the need for respiratory therapy. We currently have one on a PRN basis but are looking at what it could mean for us if we have one full time in house and how that would affect our ability to provide patient care and what potential revenue it may generate. Our PRN RT is willing to come full time if we decide it is a beneficial program for us. She will take over infection control if we do this.

Elite Therapy has become somewhat hostile regarding the termination of our agreement. We have a 90 day buy out as part of the agreement and our attorney and I have been in discussions to determine this amount, and it is looking like it will be around \$12,850.00. However, Breck Burkhart has started seeing physical therapy patients here and seems to be busy already.

We seem to have navigated through needing to repay around \$30,000.00 due to the previous lab issues the hospital was involved in as we were unable to produce documentation demonstrating that the labs were completed. However, we have received a second claim very similar to the first with additional detail required for evidence of provided care. It totals \$32,089.87 in claims that they say we need to pay them back. I am working with our attorney and our medial records and lab to submit the required documentation to hopefully get this dismissed.

We are interviewing four Nurse Practitioners today. One from Tennessee, one from Florida, one from Texas, and one here in Oklahoma. They are all interested in the position here but would like to still live in their respective states and travel in. I am also going to consider some J1 Visa physical candidates. These physicians graduated in a different country and need a sponsor in the US to come practice here. They must sign a 3-year commitment. This requires some additional work with a special attorney to get the necessary documentation completed but may be a solution for us to get a physical living here.

I have made an agreement with Lindsey Cortese a Licensed Massage Therapist to provide massage therapy services for us. She will do her own billing and will use a room in the clinic and in return will offer hospital employees a discounted rate of a 20-minute massage for \$20. She specialized in medical

Massage Therapy, which is a deeper tissue type of massage. She will provide patients that are referred to her a receipt so that if they choose, they can try to file with their insurance for repayment. We are not billing for this because most insurances, including Medicare and Medicaid do not pay for this service. This provides an additional avenue to bring patients into the facility and deepens the breadth of care we provide to the community, as well as a great benefit to our employees.

**Judy Broaddus brought a question of liability. Jonathan Gleason stated that Lindsey has her own insurance and that he has a copy of the policy.

8. **CFO Report**

Last week was an AP Week and we paid the total of 39,772.32 leaving a zero balance in accounts payable

Cash available in Operating Account today 01/25 is 52,330.41

This is a payroll week and I am anticipating a cash need of 80-85k for payroll and all liabilities associated with payroll.

Savings account 9333 (COVID Funds) 83,684.96

Checking account 9333 6,724.85

Grant Account 577,759.56

This is where the Medicare Cost Report settlement is

Savings account 0642 (Payroll Protection funds and collection amounts moved from Operating Account) 563,298.20

TOTAL CASH POSITION IS 1,283,797.98

On the financials you will see that we had "Other Revenue" (lower part of report) of 810,498 there is an explanation of where the funds came from below

Medicare Cost Report Settlement

63,661

216,689

300,015

Medicare Interim Payments

114,733

28,995

86,079

Pharmacy returns 24.00

Pharmacy Returns 302.86

We have ended the year of 2021 on a very good financial note

We have not received any notification on the next round of COVID payments we are due to receive.

9. **Medical Staff Report**

Julie Cook reported that they have been very busy and that we have accepted patients from Guymon.

10. **Water heater/softener quote**

The trustees reviewed and discussed the proposal submitted by MGM Mechanical, LLC. Kevin McIntire made a motion to approve the proposal. Tiffany Adams seconded. All members present voted AYE and the proposal was approved to take action.

11. **New business**

Jonathan Gleason presented a proposal and all members present discussed and acknowledged the use of Health Trust Purchasing.

12. Motion to enter into Executive Session was made by Tiffany Adams. Judy Broaddus seconded.

13. Acknowledgment of return to Regular Session was made by Kevin McIntire at 8:16 am.

14. **Discussion and possible action on items discussed in Executive Session**

The trustees discussed the current employment contract of Jonathan Gleason. Kevin McIntire made a motion to approve action items discussed and Tiffany Adams seconded. All members present voted AYE and action items were approved.

15. **Adjournment**

Tiffany Adams made a motion to adjourn the meeting. Judy Broaddus seconded. All members present voted AYE and the meeting was adjourned at 8:32 am.