

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

Board of Trustees

Regular Meeting Minutes

| Date | Time | Location |
|-------------|-------------|--------------------------------|
| 03/25/2202 | 7:00 am | Cimarron Memorial Meeting Room |

Pursuant to notice given to the public, the Trustees of Cimarron Memorial Hospital met March 25, 2022 at 7:00 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 7:00 am.

The agenda for this meeting was recorded and posted on March 23, 2022.

1. **Roll Call**

Board members in attendance:

Kevin McIntire

Clay Crabtree

Judy Broaddus

Cissy Harris

Others in attendance:

Donna Cain

Tina Newton

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

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

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

Clay Crabtree made a motion to approve the minutes of the previous Board meeting with a correction to the date of the meeting to February 24, 2022. Kevin McIntire 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. **Administrative Report**

CEO Report

We are waiting for Kenan to get his new DEA #, which will happen after a state inspection at the pharmacy in the next week or so. Once that is completed and Kenan signs the participation agreement for 340b I can register him in our OPAS website for our 304b program and then the company we contract with to administer the 340b program will work to get all their items in place which will take around 6 weeks. We will capture all 340b revenue from the registration date, but it will be delayed while our group gets their items in place.

Cordelia, an NP from Florida has been here on a trial shift. She is very smart and motivated to get all our providers utilizing CPSI more effectively, which we need to do. If we offer her the position she will be commuting from Florida for her shifts each time, which has some potential issues such as inclement weather. However; we have interviewed a Tammy Germany, who is a nurse practitioner who is getting her Oklahoma license for a trial shift as well and she is willing to move here. Additionally, I have been approached by another student who will be graduating with Lindsey Butt who is interested in the 7 on 7 off rotation and wants to work ER, IP, and clinic. She currently lives in Clayton and is willing to move here as well. We will be meeting with her next Thursday.

Dr. Bolton from FHCS came and we had an NP with his group come this last weekend. I anticipate them being a long-term resource for when a provider needs time off.

Dr. Muwanse is no longer coming for a site visit as her husband is looking for a biomed job and there is nothing in this area.

HearthTrust Purchasing Group go live date is June 1st. We have gathered lots of information and submitted to them with regards to purchase histories from vendors.

We are waiting for an installation date for the new TV system for the hospital. It is through Retirement Home TV which is a DirectTV product.

We will be looking at the oldest computers now to start replacing them a couple at a time.

CT continues to be an issue as it went down again last week and is now back up. Radiology is working with TripleX Ray on the recurring issues with this system. I have also begun the process of requesting a complete CT replacement from Triple X Ray due to it being down so much. I have included documentation of our agreement and service reports to our attorneys. We will be having a meeting with Rick soon regarding this and the issues we have had. The warranty on the CT expires the end of April and we will need something in place when this happens. It is too big of an investment to not have a service plan for it. (John has discussed with Rick at TripleX Ray cost of Warranty, Service Agreement and it is 4000 – 5000 per month)

I am working with the Leavitt group, who has been helping evaluate our insurance policies, to evaluate a retirement plan for the hospital employees. This is an area I hear repeatedly that the staff would like. These plans generally are very affordable.

Mediation for the roof with the commissioner association insurance group is scheduled for April 19th in Oklahoma City. I will have a mediation prep meeting with the attorney before to go over our gameplan. Ideally, we can reach an agreement during mediation and settle the case and move forward with replacing the roof. If we settle in mediation the contingency fee for the attorney will be 10% of the settlement. If we do not and it proceeds to court, at the conclusion of the case the fee would be 30% of the settlement amount.

The power outage last week also caused the heating unit by dietary to have some problems, so we will be looking into that as well. (Cissy Harris asked about a whole building surge protector. Jonathan will check into this.)

6. **CFO Report**

This week is a Payroll week and we paid 45 employees for a total of 75,798.46 (this is net payroll and tax liability total)

Cash available in Operating Account today 03/23 after payroll is 135,233.27 which will roll forward to the AP check run next week

Savings account 9333 (COVID Funds) 197,734.28

This balance included COVID funds received on Tues of this week of 114,049.32

Checking Account 9333 6,664.95

Grant Account 6875 555,759.56

This is where the Medicare Cost Report settlement is

Savings Account 0642 663,298.20 (Interim Cost Report pmt of 160,000 and also collection amounts Transferred from Operating for savings)

TOTAL CASH POSITION IS 1,558,780.11

On the Financials you will see that we had "Other Revenue" (lower part of report beneath Sales Tax) of 9,039.90. There's an explanation of where the funds came from below

OTHER REVENUE

| | |
|------------------------------|----------|
| Cafeteria Sales (Jail meals) | 1,590.00 |
| Interest | 42.24 |
| Misc. | 7,101.95 |
| Contributions | 305.00 |
| Total | 9,039.19 |

Audit is underway, and going well. I set a goal with DZA to have an adjusted trial balance by 05/06/22 so that we can move on to Medicare Cost Report preparation with Brent Wing and have that submitted prior to it's due date of 05/31/22. After that we will move to the single audit on the PRF Reporting which is due 09/30/2022.

7. **Medical Staff Report**

No report at this time.

8. **QA Report**

The trustees received and reviewed the QA reports. Judy Broaddus made a motion to approve. Kevin McIntire seconded the motion. All members present voted AYE. The QA reports were approved.

9. **Clinic Heater Quote**

The trustees reviewed and discussed the Guymon Heating and Air L.L.C. quote. Kevin McIntire made a motion to approve. Clay Crabtree seconded the motion. All members present voted AYE. The Guymon Heating and Air L.L.C. quote was approved.

10. **New Business**

There was no new business.

11. **Adjournment**

Kevin McIntire made a motion to adjourn the meeting. Clay Crabtree seconded the motion. All members present voted AYE and the meeting was adjourned at 7:45 am.

Approved as written.

04-27-22
Date


Chairperson

Approved as amended.

Date

Chairperson