

# Pushmataha Hospital

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## MINUTES OF THE BOARD OF TRUSTEES

A **Regular** Meeting of the Board, of Trustees of Pushmataha County/Town of Antlers Hospital was held on Monday, August 30th, 2010 in the Conference Room of the Hospital pursuant to public notice. Chairman Bruce Lawless called the meeting to order at 1:00 P.M. The roll was called and the following were in attendance: Chairman, Bruce Lawless; Vice Chairman, James Branam; Trustee, John Cocke; Trustee, Robert Tucker; Trustee, Martin Tucker. Others present: Mark Rogers, CEO; Stephen Poe, CFO, Betty Brand-Bailey, RN; Jauquetta Trotter, RN, Q/A; Home Health Administrator, Mrs. Trish Ford, RN; Joyce Brooks, Auxiliary; Members Absent: None.

**Consideration of Consent Agenda** – Mr. Branam made a motion to approve all items on the Consent Agenda, Mr. M. Tucker seconded the motion.

Vote Was:     AYE: Lawless, M. Tucker, R. Tucker, Branam, Cocke.  
                  NAY: None.

Motion Carried.

**Financials – Stephen Poe, CFO** - Stephen Poe presented and discussed July's financials to the Board. Mr. R. Tucker made a motion to approve the financial reports, seconded by Mr. M. Tucker.

Vote Was:     AYE: Lawless, M. Tucker, R. Tucker, Branam, Cocke.  
                  NAY: None

Motion Carried.

**Clinical Services Report – Betty Bailey-Brand, RN** – Mrs. Brand-Bailey presented the monthly clinical services reports and updated the board on the current status of nursing, ER, and OR. She additionally presented the progress of the Stroke Center Certification and related training and efforts with the State to become certified as a Stroke Center. Mrs. Brand will be going to part-time and going full-time with Eagle Med in Hugo. She will remain onboard as interim DoN to assist with nursing operations and clinical support. Mr. R. Tucker made a motion to approve the clinical services reports, seconded by Mr. Cocke.

Vote Was:     AYE: Lawless, M. Tucker, R. Tucker, Branam, Cocke.  
                  NAY: None

Motion Carried.

**Home Health Report – Trish Ford** - Mrs. Trish Ford, Home Health Administrator discussed the July period of operations for the home health agency. Mr. Rogers illustrated the pay comparisons for the OHA Pay and Salary Guidelines that illustrated the aggregate was several dollars under the allocated market analysis for agency employees during the finance committee meeting held previously. For July 2010, there were 11 admissions, patient count of 83, and 720 visits performed. Total revenue: 86,050.00; Total expenses: 61,095; and Net Profit was \$24,955.00. Mrs. Ford explained

that the agency had received a small amount of payments that they were anticipating from the state for Medicaid payments. Calett Morris, RN, was nominated for Oklahoma Home Care Association Outstanding RN of the year. Mr. Branam made a motion to approve the home health report, seconded by Mr. R. Tucker.

Vote Was: AYE: Lawless, M. Tucker, R. Tucker, Branam, Cocke.  
NAY: None

Motion Carried.

**Medical Staff Report** – Dr Flatt discussed DRG management and need for more active support regarding utilization review. Mr. Rogers will have Mrs. Clifton work with the medical staff on this request. Mr. Rogers also stated that credentialing files are still being addressed and worked on and the CMH audit has been completed by their credentialing manager, who was still assisting the facility with our updating of files. He additionally updated that he had self-reported the facility as being out of compliance to the OSDH, Mr. Dean Bay, Medical Facilities Division, who has reviewed and accepted our “get well” plan of correction. Dr. Ellis, the credentials committee chairperson, is also aware of the “get well” plan and has approved administration’s actions to bring back into compliance. This was also reported in Med Staff last week. Mr. M. Tucker made a motion to approve the Med Staff report, seconded by Mr. Cocke.

Vote Was: AYE: Lawless, M. Tucker, R. Tucker, Branam, Cocke.  
NAY: None

Motion Carried.

**CEO Report – Mark Rogers** - Mr. Rogers turned the floor over to Mrs. Joyce Brooks. **Auxiliary President Report – Joyce Brooks** – reported they had a good month in July. The Auxiliary reported their monthly statistics and noted that Mrs. Linda St.Claire will officially rotate in as the new Auxiliary President in Sept 2010. The Auxiliary will host their Fall Luncheon at First Baptist Church and all are invited to attend where they install their new officers.

**Foundation/Public Relations - Mary Ellis, RN, Public Relations** – Mr. Ellis, RN, updated that the Foundation had a balance of \$16,977.33. The Annual Breast Cancer Tea will be held in October and we will have a booth and be supporting the Deer Festival this year. A new employee of the month program has been started with Mrs. Hedrick being named Employee of the Year for 2009 during hospital week in May. June and July Employee of the Month will be announced and presented shortly.

**General Update and USDA Renovation Status** – Mr. Rogers thanked all for attending the hospital’s groundbreaking ceremony and for all the support in getting the project off the ground for the past several years of work and effort. Mrs. Jackson was doing well after fainting at the event and Congressman Boren’s office called to check on her. He will be sending a letter to her thanking her for braving the heat for the community event. The agenda and board minutes are now posted on the website for the past several months. We will continue to do this until the full current FY is posted once technical issues are worked out. We are tracking the USDA Grants for the site development of the newly acquired lots SW of the hospital. They have been submitted to the State Office and are under review with the D.C. office. Construction has started and is now in full swing. We are awaiting the roofing and major concrete work to begin on helicopter pad shortly. The

auditors from BKD will be at the next board meeting to discuss the completion of the audit for this past FY. We were approved for the low-volume adjustment by CMS because of the loss of patient admissions attributed to Dr. Ellis reducing his full time presence at the facility and the loss of Dr. Herb Rowland last year. This combined phenomenon has had a huge impact upon admissions to our facility.

**EmCare/Swing Bed Status** – We continue to struggle to pay EmCare verses the cost of PA’s. BKD continues to note that we have not increased volume as a result. PA DelTorto remains out on an extended medical leave. PA Oldham from Hugo and Dr. Earls are continuing to fill in for him until his medical situation is resolved/addressed, which are driving our costs up even more; however, Dr. Earls is an aggressive admitter and we are hopeful increased inpatient numbers will help off set these costs, which we are evaluating. We need to add swing bed program back into facility for the positive revenue potential continuously emphasized by BKD on their reviews/discussions with the executive team after the recent audit again this FY as they have in years past.

Mr. M. Tucker made a motion to approve the CEO report, seconded by Mr. Branam.

Vote Was: AYE: Lawless, M. Tucker, R. Tucker, Branam, Cocke.  
NAY: None

Motion Carried.

Mr. R. Tucker made a motion to end regular session and go into executive session at 1:46 pm, seconded by Mr. M. Tucker.

Vote Was: AYE: Lawless, M. Tucker, R. Tucker, Branam, Cocke.  
NAY: None

Motion Carried.

Mr. Branam made a motion to end executive session and resume regular session at 3:03 pm, seconded by Mr. Lawless.

Vote Was: AYE: Lawless, M. Tucker, R. Tucker, Branam, Cocke.  
NAY: None

Motion Carried.

**Action taken in executive session.** – Mr. R. Tucker made a motion to approve the Q/A report, seconded by Mr. Lawless. No other action taken.

Vote Was: AYE: Lawless, M. Tucker, R. Tucker, Branam, Cocke.  
NAY: None

Motion Carried.

**Old Business** – Whispering Pines Hospice and the hospital were in discussions regarding potential arrangements for either a proposed management contract or a purchase of their agency. They were here today to discuss options regarding this, but due to other agenda items and logistics we were not able to address. This was part of the CMS presentation in 2007 at the RHAO Conference where CMS representatives stated that rural hospitals who were not CAH providers would need to have both Home Health and Hospice services to remain financially viable and competitive due to continued emphasis on reduced hospital

inpatient stays and other quality and cost cutting measures forthcoming. More discussion to come at a later date.

***New Business*** – Continue to work with Dr. Queja regarding prioritization, identification, and upgrading of surgical equipment and other identified needs for funding recommendations to the board.

***Adjourn*** – Mr. M. Tucker made a motion to adjourn at 3:05 P.M, Mr. Lawless seconded.

Vote Was:    AYE:  Lawless, M. Tucker, R. Tucker, Branam, Cocke.  
                  NAY:  None

Motion Carried.

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Chairman of the Board  
Bruce Lawless

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Date