



# OSU Medical Trust Minutes

OSU Medical Authority and Trust

Thursday, June 20, 2024 at 1:30 PM CDT

@ OSU CHS, 1111 W. 17th St. Tulsa, North Hall Executive Boardroom

Notice of the meeting was given in writing to the Oklahoma Secretary of State more than forty-eight (48) hours prior to the meeting, and the agenda of this meeting was posted at all entrances of Oklahoma State University Center for Health Sciences, 1111 West 17th Street; twenty-four (24) hours prior to such meeting, excluding Saturdays, Sundays, and legal holidays, in compliance with the Oklahoma Open Meeting Act.

## Attendance

### Present:

Members: Ellen Buettner, Doug Evans, Jay Helm, Michael Herndon, Barry Steichen, Johnny Stephens, Billy Taylor

Guests: Eric Atkinson, Adam Bradley, Melissa Cox, Catherine Gann, Finny Mathew, Eric Polak, Michael Rogers, Bill Schloss, Terri Tinkler, Erica Woolf

Other guests: Mike Fields with Glenn Coffee

- I. Call to order and establishment of a quorum (Presenters: Jay Helm)

The meeting was called to order by Chairman Helm at 1:48 PM. After a roll call, Jay Helm declared that a quorum of the Trustees of the Oklahoma State University Medical Trust was present for the meeting.

- II. Discussion, consideration, and possible vote to approve the minutes from the April 25, 2024 meeting, and any amendments made thereto by Trustees - ACTION (Presenters: Jay Helm)

 [Draft-OSU Medical Trust Minutes 4.25.2024.pdf](#)

### Motion:

Motion to approve the minutes from the April 25, 2024 meeting, and any amendments made thereto by Trustees.

Motion moved by Ellen Buettner and motion seconded by Michael Herndon. Aye: Helm, Steichen, Buettner, Herndon, Evans, Stephens, Taylor Nay: None Abstain: None

- III. Report from Liaison Committee (Presenters: Mousumi Som)

Dr. Som reviewed the SWOT Analyses results from May 1, 2024-May 31, 2024 of all programs under OSUCHS/OMECO sponsorship. This includes interviews with Program Directors, Program Faculty and Residents/Fellows. Follow up items were sent to Saint Francis and OSUMC as they related to their respective Clinical Learning Environments. The Trust discussed opportunities for improvement at each location.

Objective data reviewed at these visits include:

- Resident and Faculty Survey
- Program Snapshot which looks at items such as ITE performance, Attrition, successful MATCH rate and placement in Oklahoma, First Time Certification Pass Rate.
- Scholarly Activity by both resident and faculty.
- Citations and Program Response
- Program generated SWOT analysis.

IV. Reserved Time for Comments from Elected Medical Staff Leadership (Presenters: Adam Bradley)

Dr. Bradley was unable to attend, but Dr. Baker shared on his behalf that there was nothing to report.

V. Recommendations of the Medical Executive Committee from its meeting on June 19, 2024 (Presenters: Adam Bradley)

- A. Discussion, consideration, and possible vote to approve the Organized Medical Staff Renewal Appoint. and Credentials, Additional Privilege Requests, Temporary Privilege Request, Staff Status Changes and Resignations - ACTION (Presenters: Adam Bradley)

 [2024.06.19 Credentials Report.pdf](#)

Dr. Damon Baker reported on behalf of Adam Bradley and said these were reviewed and approved at MEC.

**Motion:**

Motion to approve the Organized Medical Staff Renewal Appoint. and Credentials, Additional Privilege Requests, Temporary Privilege Request, Staff Status Changes and Resignations.

Motion moved by Johnny Stephens and motion seconded by Billy Taylor. Aye: Helm, Steichen, Buettner, Herndon, Evans, Stephens, Taylor Nay: None Abstain: None

VI. CONTRACTUAL AGREEMENTS and EMPLOYMENT ACTIONS

- A. Discussion, consideration, and possible vote to approve the Linen Services Contract with Saint Francis Health System (Presenters: Catherine Gann)

 [SBAR Linen Service 6.13.24.pdf](#)

 [Linen Service Presentation.pptx](#)

Catherine Gann shared challenges with our current linen vendor, Linen King, including late deliveries, deliveries below expected thresholds, cleanliness of linen, and overall cleanliness of the linen facility. Saint Francis Health System Laundry Services, Linen King, Ecotex, Superior Linen, and Image first were reviewed as possible vendors for linen services. Superior Linen and Image First could not commit to the service. Ecotex wanted too long of a commitment period.

Micro Mop and cloth vendors were also reviewed.

Management recommends signing a two-year agreement with Saint Francis for linen service for \$696,199 and recommend signing a two-year agreement with Cintas for mop service for \$396,552. Total cost of the two-year commitment is \$1,092,751. The transition would not occur prior to Saint Francis' ability to provide non branded linen to OSU Medical Center.

**Motion:**

Motion to approve the Linen Services Contract with Saint Francis Health System.

Motion moved by Johnny Stephens and motion seconded by Billy Taylor. Aye: Helm, Buettner, Herndon, Evans, Stephens, Taylor Nay: None Abstain: Steichen

- B. Discussion, consideration and possible vote to approve the purchase of inpatient dialysis equipment (Presenters: Erica Woolf)

 [SBAR CRRT in ICU 6.17.24.pdf](#)

Erica Woolf went over the reason for needing new machines in our ICU and the long-term benefits. She went over which vendors were considered with the pros and cons of each. RECOMMENDATION: Purchase 5 Quanta machines for OSUMC's ICU to replace NxStage machines, working in conjunction with Saint

Francis Muskogee on contract pricing, with the capital project not to exceed the requested \$384,000.

**Motion:**

Motion to approve the purchase of inpatient dialysis equipment.

Motion moved by Michael Herndon and motion seconded by Barry Steichen. Aye: Helm, Steichen, Buettner, Herndon, Evans, Stephens, Taylor Nay: None Abstain: None

- C. Discussion regarding the implementation of a retail pharmacy program  
(Presenters: Catherine Gann)

 [SBAR - Retail Pharmacy.pdf](#)

 [Retail Pharmacy Trust Presentation.pptx](#)

A feasibility study was completed last year by McKessen to assess the viability of opening an OSUMC owned/operated retail pharmacy. There is a chance that this will only break even, or slightly negative. However, there are other areas of consideration:

- Quality of Care – Outcomes
- Patient Experience - Engagement
- Financial Impact – Efficiency
- 340B status
- Value Based Purchasing
- Benefits to Employees – Engagement
- Potential for Growth – Growth

Outstanding issues include:

- Need to determine cost of EPIC Ambulatory Pharmacy Module.
- Need to determine corporate structure and compliance related to Public Trust ownership.
- Determination of billing and administrative costs

Management requested feedback from the board about its interest in pursuing this project in greater detail. The board was supportive. Dr. Johnny Stephens also asked that it be brought back how that would activate across the entire medical campus.

VII. FINANCE COMMITTEE – Doug Evans, Finance Committee Chairman

- A. Review of Month to Date and Year to Date May 2024 Financials (Presenters: Eric Atkinson, Doug Evans)

 [May 2024 Financial Results - Trust.pdf](#)

This was discussed in detail during the Finance Committee meeting. No new comments or questions.

- B. Discussion, consideration, and possible vote to approve the Fiscal Year 2025 Operating and Capital Budget - ACTION (Presenters: Eric Atkinson, Doug Evans)

 [FY25 Budget - Finance Committee Presentation.pdf](#)

This was discussed in detail during the Finance Committee meeting and was recommended to the Trust for approval. No new comments or questions.

- C. Discussion, consideration, and possible vote to approve the Travel and Expense Policies - ACTION (Presenters: Eric Atkinson)

 [Travel and Business Expense Reimbursement.pdf](#)

 [Graduate Medical Education -GME- Financial Funding Guidelines.pdf](#)

This was discussed in detail during the Finance Committee meeting and was recommended to the Trust for approval. No new comments or questions.

**Motion:**

Motion to approve items VII. B and C. and to give the Chairman ability for final approval of the GME Financial Funding Guidelines since it needs to go to GME next week for their final approval.

Motion moved by Barry Steichen and motion seconded by Johnny Stephens. Aye: Helm, Steichen, Buettner, Herndon, Evans, Stephens, Taylor Nay: None Abstain: None

- VIII. Oklahoma State University Medical Center President's Update (Presenters: Finny Mathew)

 [Administrator Update Trust 2024.06.20.pptx](#)

Finny Mathew gave an update on construction, major organizational initiatives, and organizational chart changes.

- A. Breast Program Update (Presenters: Erica Woolf)

 [Breast Program Trust Update - June 2024.pdf](#)

Catherine Gann gave an update on the breast program. Highlights included:

- Mammography volumes by year
- Breast procedures in radiology
- Imaging produced surgery volumes
- Imaging produced surgery volumes by physician
- Breast surgeries by physician
- Mammography scheduling by screenings and diagnostics
- Navigator volumes
- Navigator captured opportunities
- Navigator success
- Navigator opportunity for expansion
- Physician order and TAT
- Scheduling
- Patient experience

IX. Physician Services, LLC Manager Update (Presenters: Bill Schloss, Melissa Cox)

 [OSU Medical Group Update 6.17.24.pptx](#)

Melissa Cox went over OSU Medical Group Clinic Volume, Referral Integrity, Referral Trend, MIPs Comparison, and Group Patient Satisfaction. She also presented to the Board awards and comments that have recently been received.

A. Recruiting Committee Report (Presenters: Bill Schloss)

 [Physician recruitment update.06.20.24.final.pptx](#)

Bill Schloss reported on physician recruiting through new physician starts, new approved agreements, pending approved agreements, and physician departures.

X. Reports from Subsidiary Entities (Presenters: Eric Polak)

Eric Polak gave an update on RBI and Virtual partnership and the possibility of dissolving the relationship.

XI. Unfinished Business (Presenters: Jay Helm)

XII. NEW BUSINESS (Limited to Matters Not Known About and Which Could Not Have Been Reasonably Foreseen Prior to Posting of the Agenda) (Presenters: Jay Helm)

XIII. ANNOUNCEMENTS (Presenters: Jay Helm)

A. Next regularly scheduled Trust meeting: Thursday, August 22, 2024, at OSU-CHS, 1111 W. 17th St. Tulsa

XIV. EXECUTIVE SESSION (Presenters: Jay Helm)

A. Discussion, consideration and possible action, pursuant to 25 O.S. S. 307(B)(4) to discuss potential claim(s) or action against a vendor regarding contractual dispute related to services - ACTION (Presenters: Eric Atkinson)

**Motion:**

Motion to resolve into Executive Session pursuant to 25 O.S. S. 307(B)(4) to discuss potential claim(s) or action against a vendor regarding contractual dispute related to services

Motion moved by Johnny Stephens and motion seconded by Billy Taylor. Aye: Helm, Steichen, Buettner, Herndon, Evans, Stephens, Taylor Nay: None Abstain: None

B. Discussion, consideration, and possible vote to adjourn the Executive Session and reconvene to the Trust Meeting - ACTION

**Motion:**

Motion to adjourn the Executive Session and reconvene to the Trust Meeting.

Motion moved by Michael Herndon and motion seconded by Doug Evans. Aye: Helm, Steichen, Buettner, Herndon, Evans, Stephens, Taylor Nay: None Abstain: None

XV. Open Session Reconvenes

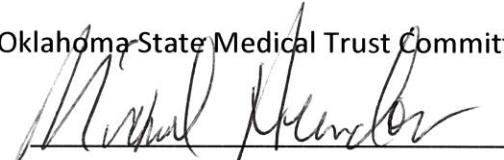
XVI. ADJOURNMENT (Presenters: Jay Helm)

**Motion:**

Motion to adjourn the meeting at 3:26 PM.

Motion moved by Michael Herndon and motion seconded by Billy Taylor. Aye: Helm, Steichen, Buettner, Herndon, Evans, Stephens, Taylor Nay: None Abstain: None

Oklahoma State Medical Trust Committee



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Secretary