



OSU Medical Trust Minutes

OSU Medical Authority and Trust

Apr 26, 2023 at 1:30 PM CDT

@ Oklahoma Healthcare Authority, 4345 N. Lincoln Blvd, OKC

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: Kevin Corbett, Jay Helm, Barry Steichen, Johnny Stephens

Guests: Eric Atkinson, Damon Baker (remote), Melissa Cox (remote), Deborah Dage (remote), Finny Mathew, Lexie Norwood, Eric Polak, Bill Schloss (remote), Jacey Smith, Terri Tinkler (remote), Erica Woolf, Martina Ordonez, Glenn Coffee, Adam Bradley (remote), Jami Longacre (remote)

Outside guests: Elke Meeus-Mcafee Taft, Michael Avery-Mcafee Taft

Absent:

Members: Doug Evans

- I. Call to order and establishment of a quorum – Jay Helm, Chairman

The meeting was called to order by Chairman Helm at 1:49 PM. After a roll call, Chairman 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 March 23, 2023 meeting, and any amendments made thereto by Trustees – Jay Helm, Chairman - ACTION

 [Draft-OSU Medical Trust Minutes March 23 2023.pdf](#)

Motion:

Motion to approve the minutes from the March 23, 2023 meeting, and any amendments made thereto by Trustees.

Motion moved by Kevin Corbett and motion seconded by Johnny Stephens.


Aye: Steichen, Stephens, Helm, Corbett Nay: None Abstain: None

III. Reserved Time for Comments from Elected Medical Staff Leadership (if requested) – Chris Thurman, DO, Chief of Medical Staff

Dr. Adam Bradley represented Dr. Thurman and there was nothing to report.

IV. CONTRACTUAL AGREEMENTS and EMPLOYMENT ACTIONS – Jay Helm, Chairman

- A. Discussion, consideration and possible vote to authorize OSUMCPS LLC management to execute an Agreement for Medical Directorship Stipend (Presenters: Bill Schloss)

 [PSLLC - Dr. Griffin - Employment Agreement \(Medical Director Services\) MT 3.10.23 \(003\).DOC](#)

 [Opinion Letter - Chelsey Griffin DO.medical director.pdf](#)


Bill Schloss reported this is for Dr. Chelsey Griffin. She has agreed to 20 hours a month to lead and mentor new doctors and providers.

Motion:

Motion to authorize OSUMCPS LLC management to execute an Agreement for Medical Directorship Stipend.

Motion moved by Johnny Stephens and motion seconded by Kevin Corbett.
Aye: Steichen, Stephens, Helm, Corbett Nay: None Abstain: None

- B. Discussion, consideration and possible vote to authorize OSUMCPS LLC management to execute Physician Employment Agreements (Presenters: Bill Schloss)

 [Physician Employment Agreement Summary 4.26.23.docx](#)


Bill Schloss reported the first one is for Dr. Haley Fredrickson and the second is for Brian Whitson. He broke down the salaries being recommended.

Motion:

Motion to authorize OSUMCPS LLC management to execute Physician Employment Agreements.

Motion moved by Johnny Stephens and motion seconded by Barry Steichen.
Aye: Steichen, Stephens, Helm, Corbett Nay: None Abstain: None

- C. Discussion, consideration and possible vote to authorize OSUMCPS LLC management to execute a Personnel Lease Agreement with the OSU Center for Health Sciences (Presenters: Bill Schloss)

 [Personnel Lease Agreement Summary.docx](#)

Bill Schloss reported this is for Dr. Rachel Ray who is from OSU-CHS and broke down her salary, RVU threshold, RVU bonus rate, and actual cost of malpractice insurance.


Motion:

Motion to authorize OSUMCPS LLC management to execute a Personnel Lease Agreement with the OSU Center for Health Sciences.

Motion moved by Kevin Corbett and motion seconded by Barry Steichen.

Aye: Steichen, Stephens, Helm, Corbett Nay: None Abstain: None

- D. Discussion, consideration and possible vote to approve the architect selection for the parking garage - ACTION

 [Architect Selection Memo for Trust.pdf](#)

Eric Polak reported that the selection committee interviewed three respondents to the RFP and recommended both GH2 and Dewberry as qualified and appropriate for the work with a committee recommendation of GH2.

Motion:


Motion to authorize the CEO to negotiate a fee agreement with GH2 for the architect services for the parking garage.

Motion moved by Barry Steichen and motion seconded by Kevin Corbett.

Aye: Steichen, Stephens, Helm, Corbett Nay: None Abstain: None

- E. Discussion, consideration and possible vote to appoint Erica Woolf as Chief Nursing Officer of OSUMC, effective March 27, 2023 - ACTION

By appointing Erica Woolf as Chief Nursing Officer of the Oklahoma State University Medical Center ("OSUMC"), effective March 27, 2023, pursuant to Section 1.3.1 of the Management Agreement executed by the Trust with Saint Francis Health System.

 [Erica Woolf - Resume.pdf](#)


Finny Mathew reported the Trust must approve the appointment of Executives per the St. Francis management agreement.

Motion:

Motion to appoint Erica Woolf as Chief Nursing Officer of OSUMC, effective March 27, 2023.


Motion moved by Barry Steichen and motion seconded by Johnny Stephens.
Aye: Steichen, Stephens, Helm, Corbett Nay: None Abstain: None

F. Nursing Vision Overview - Erica Woolf, Chief Nursing Officer

 [Nursing vision overview 2023.pptx](#)


Erica Woolf went over a power point that shows how the nursing vision will align with the hospital vision.

G. Patient Safety Organization Overview - Erica Woolf, Chief Nursing Officer

 [PSO Overview - April Trust.pptx](#)


V. Erica Woolf reported on the PSO of a high reliability organization and the benefits of PSO participation. FINANCE COMMITTEE – Eric Atkinson

A. Review of Month to Date and Year to Date March 2023 Financials

 [OSUMC Mar 2023 Presentation - Trust.pdf](#)

Eric Atkinson went over the the financials power point.

B. Review of the May 2023 Insurance Policy changes and Renewal

 [Insurance Renewal 23-24.pdf](#)

Finny Mathew and Eric Atkinson gave an update on the changes from FY23. Finny informed the Board that the Chairman will need to give interim approval due to the fact the final numbers are not in but the renewal is before the next Board meeting.

Motion:

Motion for the Chairman to give interim approval of the May 2023 insurance policy changes and renewal to be ratified by the full board in the June meeting.

Motion moved by Johnny Stephens and motion seconded by Kevin Corbett.

Aye: Steichen, Stephens, Helm, Corbett Nay: None Abstain: None

VI. Compensation Committee Charter

- A. Discussion, consideration, and possible vote for the Trust to appoint a Compensation Committee of the Trust for the exclusive purpose of orderly review of the compensation of OSU Trust employees - ACTION

 [OSU Medical Center Compensation Committee Charter.pdf](#)

 [Compensation Committee Charter SBAR.pdf](#)

Motion:

Motion for the Trust to appoint a Compensation Committee of the Trust for the exclusive purpose of orderly review of the compensation of OSU Trust employees.

Motion moved by Kevin Corbett and motion seconded by Johnny Stephens.

Aye: Steichen, Stephens, Helm, Corbett Nay: None Abstain: None


- VII. Recommendations of the Medical Executive Committee from its meeting on April 19, 2023 – Chris Thurman, DO, Chief of Staff

- 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

 [April - CREDENTIALS REPORT.pdf](#)


Dr. Baker stated there were no disciplinary actions to review. All of these actions were approved by Medical Executive Committee.

- B. Discussion, consideration, and possible approval of added, updated and retired performance improvement measures - ACTION

 [Orange Team Presentation April 2023.pdf](#)

These were approved at Medical Executive Committee and Quality Council.

- C. Discussion, consideration, and possible vote to approve new policies, policy amendments and retirement of policies - ACTION

 [Quality Assurance and Performance Improvement -QAPI- Plan-Changes.pdf](#)

 [Hospital-Wide Infection Prevention and Control Plan-Changes.pdf](#)

Dr. Thurman reported the changes were to align ACHC and CMS.

- D. Discussion, consideration, and possible vote to approve the Infection Prevention Annual Report - ACTION

 [Infection Control Annual Report 2022.pdf](#)

These were approved at Medical Executive Committee and Quality Council.

- E. Discussion, consideration, and possible vote to approve the Quality Assurance and Performance Improvement (QAPI) End-of-Year Report - ACTION


 [QAPI 2022 Report.pdf](#)

These were approved at Medical Executive Committee and Quality Council.


- F. Safety Committee Meeting Minutes - Information Only


 [Safety Committee Minutes 030123.pdf](#)


- G. Quality Committee Meeting Minutes - Information Only

 [QC Minutes 03.08.2023.pdf](#)

- H. ACHC Post Survey Compliance Monitoring - Information Only

 [ACHC Main Dashboard March 2023.pdf](#)

 [10.01.16 & 30.00.11 Consents- Compliance Fallout.pdf](#)

 [07.02.01 C.2 Med Gas Tanks- Compliance Fallout.pdf](#)


Motion:

Motion to approve items VII A-E and accept items VII F-H.


Motion moved by Johnny Stephens and motion seconded by Kevin Corbett.

Aye: Steichen, Stephens, Helm, Corbett Nay: None Abstain: None

- VIII. Oklahoma Health Care Providers' Responsibilities and Rights Under Certain Medical Treatment Laws - Information Only

 [HEALTH+CARE+PROVIDERS+BROCHURE+NOV+2014+FINAL508.pdf](#)

- IX. Oklahoma State University Medical Center President's Update – Finny Mathew, MHA, President

 [Administrator Update Trust 2023.04.26.pdf](#)

 [Customer Service Praise.pdf](#)

 [SFHS 25 Hospitals Where Charity Care Exceeds Tax Breaks.pdf](#)

Finny Mathew gave an update on the hospital. Key highlights included:

- Architect and general contractor selected for OR, demolition of phase two in c-section, both cooling towers in place and operational, hot water evaluation is still ongoing with vendor.
- All departments are working through plans of correction with the survey update.
- Nine architects submitted parking lot proposals.
- There was a safety incident at the civic center parking garage with an employee. Worked with civic center security to increase security.
- Human resources director and quality director have both submitted their resignations.
- We have an offer from Community Care for an offer for us to join their network.
- Started service line meetings with department chairs at the school.

X. Reports from Subsidiary Entities – Eric Polak, Chief Executive Officer, OSUMA&T

Eric Polak reported the Guidehouse project is ongoing.

XI. Unfinished Business – Jay Helm, Chairman

None

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

None

XIII. ANNOUNCEMENTS (if any) – Jay Helm, Chairman

- A. Next regularly scheduled Trust meeting: Thursday, June 22, 2023, at OSU Medical Center, 744 W. 9th St. Tulsa.

XIV. EXECUTIVE SESSION – Jay Helm, Chairman

- A. Discussion, consideration, and possible action to resolve into executive session pursuant to 25 O.S. S. 307(B)(4) to discuss investigation into and possible litigation regarding a former employee
- B. Discussion, consideration, and possible action to resolve into executive session pursuant to 25 O.S. S. 307(B)(4) to discuss pending malpractice litigation

- C. Discussion and possible action to resolve into Executive Session pursuant to 25 O.S. S. 307(B)(4) to discuss claim regarding workers' compensation

Motion:

Motion to move into Executive Session.

Motion moved by Kevin Corbett and motion seconded by Johnny Stephens.

Aye: Steichen, Stephens, Helm, Corbett Nay: None Abstain: None

- D. 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 Kevin Corbett and motion seconded by Barry Steichen.

Aye: Steichen, Stephens, Helm, Corbett Nay: None Abstain: None

XV. Workers' Compensation Claim

- A. Discussion, consideration, and possible vote to approve the workers' compensation claim - ACTION

Motion:

Move to ratify interim approval of the Chairman to authorize administration to settle workers' compensation claim not to exceed the amount of \$32,400.

Motion moved by Kevin Corbett and motion seconded by Johnny Stephens .

Aye: Steichen, Stephens, Helm, Corbett Nay: None Abstain: None

XVI. ADJOURNMENT – Jay Helm, Chairman

Motion:

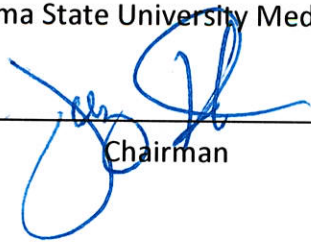
Move to adjourn the meeting.

Motion moved by Johnny Stephens and motion seconded by Kevin Corbett.

Aye: Steichen, Stephens, Helm, Corbett Nay: None Abstain: None

Meeting was adjourned at 4:46 PM.

Oklahoma State University Medical Trust



Chairman