

**HOSPITAL ADVISORY COUNCIL  
Special Meeting  
Thursday, January 26, 2017 at 2:30 p.m.**

Location: Oklahoma State Department of Health building  
1000 NE 10<sup>th</sup> Street, Room 307  
Oklahoma City, OK 73117  
Telephone: 405-271-6576

**Meeting Minutes  
Approved 08.17.2017**

The Hospital Advisory Council Meeting Notice for the January 26, 2017 Special meeting was filed with the Oklahoma Secretary of State (SOS) at [www.sos.state.ok.us/meetings.htm](http://www.sos.state.ok.us/meetings.htm) and the Oklahoma State Department of Health (OSDH) at [www.mfs.health.ok.gov](http://www.mfs.health.ok.gov) on December 28, 2016.

The agenda for this special meeting was distributed and posted on the OSDH basement entrance on Friday, January 20, 2017. The agenda was published on the OSDH website at [www.mfs.health.ok.gov](http://www.mfs.health.ok.gov) on Monday, January 23, 2017.

**I. Call to Order**

Dr. Bell, Chair called the meeting to order at 2:31 p.m.

**II. Roll Call**

Devyn Tillman called roll. The following members were present when roll was called: Stanley Alexander, Dr. Heather Bell, Tricia Horn, David Keith, Dr. Jay Gregory, and Dave Wallace. A quorum was present.

The following members were absent: Dr. Dale Bratzler and Darin Smith.

Identified OSDH staff members present were: Henry F. Hartsell, Jr., Deputy Commissioner of Protective Health Services; Lee Martin, Service Director of Medical Facilities Service; Brandon Bowen, Assistant Service Director of Medical Facilities Service; Terri Cook, Administrative Programs Manager, Facility Services Division; Dr. Timothy Cathey, Medical Director for Protective Health Services; Devyn Tillman, Administrative Assistant II, Medical Facilities Service.

Identified guests present were: LaWanna Halstead, Oklahoma Hospital Association; David Wright, Oklahoma Hospital Association; Kenneth Duncan, Dewberry Architects; and Jonathon Rule, Integris Health.

**III. Approval of the November 17, 2016 Special Meeting Minutes**

*A motion was made by David Keith to approve the November 17, 2016 special meeting minutes. The motion was seconded by Tricia Horn. Motion carried.*

<i>Ayes: 6</i>	<i>Nays: 0</i>	<i>Abstain: 0</i>	<i>Absent: 2</i>	<i>Motion Carried: Yes</i>
Stanley Alexander	Aye	Tricia Horn	Aye	
Heather Bell, DO	Aye	David Keith	Aye	
Dale Bratzler, DO	Absent	Darin Smith	Absent	
Jay Gregory, DO	Aye	Dave Wallace	Aye	

**IV. Review and Possible Action to Approve, in the Council's Advisory Capacity, Proposed Oklahoma Administrative Code Title 310: Chapter 667 Amendments:**

**a. SUBCHAPTER 41. GENERAL CONSTRUCTION PROVISIONS**

**OAC 310:667-41-1. General [AMENDED]**

**b. SUBCHAPTER 47. SUBMITTAL REQUIREMENTS**

**OAC 310:667-47-1 Submission of plans and specifications and related requests for services [AMENDED]**

**OAC 310:667-47-2. Preparation of plans and specifications [AMENDED]**

**OAC 310:667-47-10. Self-certification of plans [NEW]**

Lee Martin, Service Director of Medical Facilities Service outlined the Rule Impact Statement, Rule Amendments as well as the Rule Comment Summary documents included in the council member meeting packets as outlined below:

- The construction and plan submittal requirements were updated with the Facility Guidelines Institute (FGI): *Guidelines for Design and Construction of Hospitals and Outpatient Facilities, 2014 Edition*.
- The Life Safety Code (LSC) will be updated to match those adopted by the Centers for Medicare & Medicaid Services on July 5, 2016.
- The Department has developed an exception and waiver process has been consolidated and enhanced to ensure that until the FGI Guidelines are adopted into rule and fully implemented by the Department Hospitals can adopt and use the 2014 FGI Guidelines. This will be looked at in detail over the next year as these rules are being adopted.
- Self-certification of plans has been added.
- There were no changes in the fees for design and construction plan reviews.
- New fees were added based upon the one year of data that we had, for optional plan review and related services as follows:
  - \$2,500 in exception or temporary waiver fees, assuming five requests at \$500
  - \$15,000 in self certification fees, assuming 15 certifications at \$1,000 each
  - \$40,000 in courtesy inspection fees, assuming 80 inspections at \$500 each
  - \$5,000 in professional consultation fees, assuming ten major projects at \$500 each
  - \$62,500 total reduction in state appropriations required to subsidize the plan review process
- The public comment summary is included in the packet and noted as a result of comments received. The change to 310:667-41-1(e) will add a new paragraph (7) to read as follows: *"(7) The Department shall publish decisions on requests for exceptions and waivers and make them available to facilities and the public. The Department shall remove facility identifying information to maintain confidentiality pursuant to 63 O.S. Section 1-709."*
- Additional change recommended by OSDH to ensure new rule language complies with Title 63 of the Oklahoma Statutes, Section 1-709.

Council members had a brief discussion regarding 310:667-47-2(a). The Council recommended edits to the verbiage, by the Hospital Advisory Council members to include: *"this does not apply if fast track of stage two is planned."* and at 310:667-547-2(c)(1) include: *"is a stage two phased approval process"*.

A motion was made by Dr. Gregory to approve the rule revision as amended at 310:667-47-2 (a) and (c). The motion was seconded by Dave Wallace. Motion carried.

Ayes: 6	Nays: 0	Abstain: 0	Absent: 2	Motion Carried: Yes
Stanley Alexander	Aye	Tricia Horn	Aye	
Heather Bell, DO	Aye	David Keith	Aye	
Dale Bratzler, DO	Absent	Darin Smith	Absent	
Jay Gregory, DO	Aye	Dave Wallace	Aye	

A motion was made by Dr. Gregory to approve, in the Council's Advisory Capacity, proposed Oklahoma Administrative Code Title 310: Chapter 667 Amendments, with the Council's edits. The motion was seconded by Tricia Horn. Motion carried.

Ayes: 6	Nays: 0	Abstain: 0	Absent: 2	Motion Carried: Yes
Stanley Alexander	Aye	Tricia Horn	Aye	
Heather Bell, DO	Aye	David Keith	Aye	
Dale Bratzler, DO	Absent	Darin Smith	Absent	
Jay Gregory, DO	Aye	Dave Wallace	Aye	

Dr. Hartsell commented these rules will be presented at the February 14, 2017 Board of Health meeting.

**V. Future CY 2017 Meeting Dates**

- Thursday, May 18, 2017 at 2:30 p.m. in Room 1102
- Thursday, August 17, 2017 at 2:30 p.m. in Room 1102
- Thursday, November 16, 2017 at 2:30 p.m. in Room 1102

Dr. Bell reminded the Council members this meeting supplants the February meeting. The next meeting of this council will be on May 18, 2017.

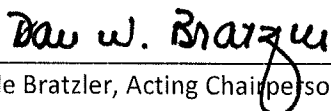
**VI. Public Comment**

Comment from the public was made that the rule making is done in a fair and appropriate manor.

**VII. Adjourn**

Meeting adjourned at 3:39 p.m.

Approved on Thursday, August 17, 2017 by:



Dr. Dale Bratzler, Acting Chairperson