

January 20, 2017

**MINERS' COLFAX MEDICAL CENTER
REGULAR MEETING OF THE BOARD OF TRUSTEES**

Call to Order

The meeting of the Miners' Colfax Medical Center Board of Trustees was called to order by Chair Kathy McQueary on January 20, 2017 at 1:00. The meeting was held in the Long Term Care Facility Conference Room located at 900 S. Sixth St. in Raton, New Mexico.

Board Members Present:

Chair Kathy McQueary

Cotton Jarrell

Scott Berry

Dr. Belknap

Board Member Absent:

Raymond Rodarte

Staff Present:

Marin Wamsley, Recorder

Dr. Caruana

Visitors Present:

(See attached list)

Pledge of Allegiance

Ms. McQueary led board members, staff, and visitors present in reciting the Pledge of Allegiance.

Correction/Approval of Agenda

Chair McQueary understood there were corrections to the agenda. Mr. Lerch requested adding Review of Medical Staff Bylaws below Policies under Old Business and adding Open Meetings Act and Validation Thereof under New Business.

After review of the corrections Mr. Berry made a motion to approve it. With a second to the motion by Dr. Belknap voice vote was taken and motion passes.

Correction/Approval of Minutes

After review of the November 18, 2016 regular board minutes a motion was made by Mr. Berry to accept the minutes as presented. With a second to the motion from Mr. Jarrell voice vote was taken and motion passes.

Recognition of Visitors & Visitors Forum

Recognition of Visitors-Please see list.

Executive Session

Chair McQueary announced that the Board of Trustees will go into Executive Session for the purpose of limited personnel matters pursuant to Section 10-15-1 (H) of the Open Meetings Act to discuss Medical Staff privileges and appointments prior to granting appointment.

Motion: At 1:06 Mr. Berry made a motion to go into Executive Session for the purpose of limited personnel matters pursuant to Section 10-15-1 (H) of the Open Meetings Act to discuss Medical Staff privileges and appointments prior to granting appointment.

January 20, 2017

Missed this part, didn't take Roll Call. With a second from, Roll call vote was taken and all members present voted in favor. Motion carried.

No Motion Made. *Motion:* A motion was made by to return to regular session. With a second from the Board of Trustees returned to regular session at 2:04 pm. Exit Audit for FY16 was also discussed. No action taken.

Medical Staff Privileges & Appointments

New Appointment: Dr. Belknap reviewed the Credential files with the Board of Trustees.

Motion: A motion was made by Mr. Berry to approve all credential recommendations for appointment to the medical staff. With a second from Mr. Mr. Jarrell a voice vote was taken and members present voted in favor. Motion carried.

NO Re-Appointment:

Medical Staff Report

Dr. Caruana discussed with the Board on the status of MCMC policies being caught up. The amendment for changing bylaws, if approved, Medical Staff will then set up a meeting for electing new officers.

He emphasized Joint Conference needs to take place soon, since we are behind on that. It was canceled, because there was no quorum with Mr. Rodarte and Dr. Moore unable to attend. He explained the Board can arrange to meet for Joint Conference with himself or the new officers.

Old Business

Dr. Caruana explained the executive committee has been modified by the number of members, 7 versus 9, in the Medical Staff Bylaws according to the recommendation of the Board. He also explained other changes include changes in number and syntax. These were not e-mailed before the meeting today. Mr. Lerch felt that if these bylaws are approved by next Friday that is fine. Chair McQueary asked if next Friday is acceptable to the Board and it is. Board Members will reply to everybody involved in the approval process through e-mail.

Chair McQueary explained the Board has been more aggressive addressing the policies. Seventy-six policies have been approved between the end of November and the end of December.

Visitors Forum

No comments.

New Business

Chair McQueary requested a motion to be made on the Open Meetings Act Resolution. This includes the Board's regular meeting time each month and allowing 10 days to notify the public of the Board Meeting. Motion to approve was made by Dr. Belknap. With a second from Mr. Jarrell, motion carried.

January 20, 2017

Chair McQueary explained the Secretary of State e-mails the Annual Financial Disclosure Statement. It is due by January 31st. She emphasized each Board Member needs to mail to the provided address to remain compliant. Mr. Jarrell thought he took care of his.

Mr. Berry explained the City has applied for grant funding for Hospital Dr. The City has been turned down the last two years by the Highway Commission. He asked for letters of support from board members and medical staff to be submitted by the end of March.

Administrator's report

Mr. Lerch showed the Board The Amercian Miner.org website on the projector screen for black lung participants. It offers education, a support system, connectivity, and information on where our Outreach unit is going. It promotes "your health, your voice." Dr. Sood is on the advisory council. Dave Shaver in our IT department helped create the website. Mr. Jarrell said a video from Peabody Energy will be included also.

Mr. Lerch then explained about recruitment retention. SPO (State Personnel Office) approved to have meetings every month for new strategies. He is excited about "rapid hire." This allows employers to offer a job on the spot when physicians bring in their credentials. The Albuquerque Journal is dedicating one section to healthcare due to the national shortage in nursing and clinical positions.

Terri Green, our compliance officer, redeveloped a Facebook page for what positions are available and how to apply. Other companies have been successful using Facebook.

Dave Shaver has been working on our web site page on the hiring section.

Mr. Lerch informed the Board about the National Conference in Salt Lake City taking place in September. Kandace Evans has been working with Black Lung coalition members Denver and Pittsburgh and writing additional grants.

Dr. Conder is now working full time at the hospital spending 1 to 2 weeks in our Rural Health Clinic and as hospitalist and in ER. Lisa Wentling is also working full time in our Rural Health Clinic.

Dr. Lotoc has a specialty in Family Medicine and signed an employment intent letter. He is good friends with Dr. Leonardo and Christine Lopez and attended school with them.

Our contract with Medicus provides additional practitioner recruiting.

Mr. Lerch explained about non-physician positions open at MCMC. Two to three candidates are on the list for quality director. Patricia Brubaker is doing great in case management. They pulled the Director of Nursing position due to no interest nationally. Interviews for Ancillary Services Director will take place next week. Mr. Lerch hopes to hear from his chosen candidate for Administrative Assistant position this week. Nine candidates had applied for this position.

Mr. Lerch notified the Board Alta Vista expanded its ortho and other specialties programs. He needs to find the new contact there, since the prior contact left.

He then explained the status on the Cardiology clinic. Cardiology clinic is doing well, so Dr. Khoo and Dr. Gurule want to expand to 2 to 3 clinics a month at MCMC. He emphasized the need to bring someone into cover echo ultrasounds. Joel works with cardiology doctors and wants to gain more general ultrasound experience. This would assist MJ Saunders, our ultrasound tech, and double MCMC's ultrasound services. Joel will be able to work independently by early spring.

Auxiliary is buying new ICU beds. ICU is using regular MedSurg beds now. The ICU beds are reconditioned after being used at other facilities, so will cost 30% of the regular cost.

Pain clinics are going well. Bruce Swanson will attend a class in Chicago in April for advancement in using ultrasound in pain clinics around spinal.

January 20, 2017

The Des Moines School Based-Center was not awarding new contracts, but Mr. Lerch received an email last Friday awarding us the contract. This contract is primary care based health only without dental and chiropractic services.

Senator Heinrich is the key person in expanding veteran services. He wants to return. He also wants to attend black lung conferences in March. Representatives from D.C. will also attend.

Centricity went live with module auto dictation. All is well for practitioners. T-sheets, as part of the Electronic Health Record, will be finished by February or March.

Mr. Lerch emphasized the need to coordinate better with Springer. They send tons of labs and we do not have enough staffing on the weekends.

Mr. Lerch will check on the date, but as of now the blood drive done by United Blood Services, is scheduled on Sunday, January 29th from 9:00 to 12:00 in our Rural Health Clinic lobby. It will be announced on the radio.

Financial Report (SEE ATTACHED)

Mr. Lerch presented the financial report, because Peggy Martinez, our CFO, was on a last minute conference call.

The State Auditor approved the FY15 Audit. Two DFA adjustments need to be made on the FY16 Audit and will then be released soon by the State Auditor's Office.

The Cost Report is finalized. MCMC payed 1.5 million to Medicare as part of the FY16 cost report settlement. Our financial consultant, Brett Goeble, made the adjustment.

Admissions is up in all areas by 13% overall.

Outpatient services including Oncology is slightly lower, but Mr. Lerch is confident Cardiology will overtake the gap.

The Rural Health Clinic is up by 30% showing 1700 visits for the past 6 months.

ER is up by 20% showing 500 plus visits for the year.

Patient days are up 400 for year.

Observation hours are steady.

Revenues compared to last year are up in all areas showing 19% overall.

Inpatient billings show a 1.6 million increase, outpatient billings show a 559,000 increase, and all revenue show a 1.4 million increase. UB commercial claims have been brought back in house after the typhoon hit India in early December where our outsourcing was located.

We are working with Acuris based out of the United States so we do not go down over two weeks again.

The Budget is at \$17 million 6.

Surplus personnel shows \$2.1 million.

Staff agency shows \$2 million in contractual, encumbered \$1.5 million, showing a shortfall of \$1.2 million.

Other utilities including medical supplies, shows a projection of \$1.2 million with a shortfall of \$1 million.

There is a \$191,000 shortfall in budget.

Mr. Lerch took a break to introduce Ferman Uliarri to the Board. He has been working as our social services/activities director since October. He has 25 years of experience caring for families. He loves working at MCMC.

Mr. Lerch resumed the Financial Report. Gross revenue for Black Lung and Outreach has good progress. Our manager, Roger Karr, has been out for several months. Rhonda Moniot, our Rural Health Clinic manager has stepped up in the interim.

Cardiology Clinic shows a 9,000% increase compared to nothing in the prior year.

January 20, 2017

CT shows over 24% growth. Endowed chair and CT up about \$150,000, up a million in revenues.

Swing Bed shows over 100% in the year.

Surgery shows 50% in revenue.

The income statement for specific departments should be \$2.1 million in November. Year to date shows \$11.4 million compared to \$10.3 million.

Overall comparison during the 6 month outlook show receivable up almost 10%, overall adjustment almost 20% continued growth.

Overall Miners' Trust report shows \$132 million, \$191 million by the beginning of December. This shows a 32.1% increase from previous November.

The final report share expenses including payment for CT, payment for Centricity in November, and T-sheet system in January we are far ahead on expenses with an overall operating cost of \$340,000.

T-sheet system costs \$48,000 a year.

Motion by Dr. Belknap to accept the financial report as presented to the BOT with a second by Mr. Berry. Voice vote was taken and motion passes.

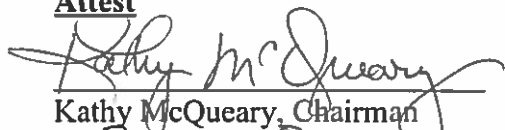

Executive Session

Motion: At 2:57 Mr. Jarrell made a motion to go into Executive Session for the purpose of limited personnel matters pursuant to section 10-15-(H)(2) and for the purpose of strategic planning pursuant to section 10-15-(H)(9) of the Open Meetings Act. With a second Mr. Berry from Mr. Roll call vote was taken and all members present voted in favor. Motion carried.

Adjournment

With no further business to discuss, a motion was made by Dr. Belknap second Mr. Berry to adjourn the Board of Trustees meeting. The meeting adjourned at 3:50 pm.

Attest


Kathy McQueary, Chairman

Raymond Rodarte, Secretary Treasurer

2/17/2017
Date
2/17/2017
Date