

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

Call to Order

Chair, Kathy McQueary called the regular meeting of the Miners' Colfax Medical Center Board of Trustees to order on November 15, 2017, at 1:00 pm. The meeting was held in the Long Term Care Conference Room at 900 South 6th Street in Raton, NM.

Members: Kathy McQueary, Chair
Raymond Rodarte, Secretary/Treasurer
William "Cotton" Jarrell-via phone
Scott Berry
Donald Belknap, MD

Absent: None

Staff: Bo Beames, CEO
Douglas Schmidt, MD., Medical Director
Peggy Martinez, CFO
Gail Stoecker, Recorder

Visitors: See Attached list (Attachment A)

Pledge of Allegiance

Chair McQueary led Board members, staff and visitors present in reciting the Pledge of Allegiance.

Correction/Approval of Agenda

Motion: After review of the November 15, 2017 Agenda, Mr. Berry made a motion to approve the agenda as presented. With a second from Dr. Belknap, a voice vote was taken and all Board Members present voted in favor: Motion carried.

Correction/Approval of Minutes

The Board members present reviewed the minutes of the October 20, 2017 Regular Board meeting.

Motion: Mr. Rodarte made a motion to approve the minutes as presented, with a second from Mr. Jarrell, a voice vote was taken and all Board Members present voted in favor: Motion carried.

Recognition of Visitors

Chair McQueary recognized visitors present-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)(2) of the Open Meetings Act.

Motion: At 1:02 pm., Mr. Berry made a motion to go into Executive Session for the purpose of limited personnel matters pursuant to Section 10-15-1 (H)(2) of the Open Meetings Act. With a second from Dr. Belknap, a roll call vote was taken.

Roll call vote:

William Jarrell-Yes

Raymond Rodarte-Yes

Chair McQueary-Yes

Scott Berry-Yes

Dr. Belknap-Yes

Motion Carried.

The Board of Trustees returned to regular session at 1:17 pm. No action was taken.

Medical Staff Privileges & Appointments (Attachment B)

Dr. Belknap went over the list of providers that have been recommended by the Credentials Committee and reviewed by the Board of Trustees.

Dr. Belknap reports to the Board that there was one (1) new appointment and three (3) reappointments in front of the Credentials Committee for November 2017.

Motion: Mr. Rodarte made a motion to accept the Credentials Committees recommendations as presented, with a second from Mr. Jarrell, a voice vote was taken and all Board Members present voted in favor: Motion carried.

Medical Staff Report

Medical Director, Douglas Schmidt, MD reports the following to the Board:

- In process of first reviews of Quality Assurance using Electronic Medical Record
- Moderately better staffed on the physician level
- Would like to have 2 more full time ER Physicians

Bo Beames, CEO reports the following to the Board:

- Conversations with a recruitment group Delta with a proposed agreement in order to recruit ER Physicians

Visitors Forum

Chair McQueary invited comments.

Visitors present announced the following comments and questions:

- Wellness Center doors are working
- Have a list of funds been requested for the 2018 Legislative Session-Ms. Martinez, CFO answers that on September 1, 2018 a budget through the State has been submitted. Did not ask for anything for the 2018 Capital Session as we are trying to exhaust what has already been allocated

Bo Beames, CEO announced the following:

- Mr. Beames and Ms. Martinez traveled to Santa Fe for the Legislative Finance Committee's Sub Committee hearings on budget

Ancillary Director, Eric Armstrong, DPT announced the following to Board Members and Visitors Present:

- Eligible qualifying persons may receive examination with DOL every two (2) years
- Encourages visitors to set a time to discuss questions in regards to Black Lung with Black Lung Coordinator, Megan Moreno and Ancillary Director, Eric Armstrong, DPT

Managers Presentation (Attachment C)

Ancillary Director, Eric Armstrong, DPT presents the following to the Board on Capital Projects:

- All new requests are due by September 1 for the fiscal year to the Infrastructure Capital Improvement Planning department (ICIP), once approved they will then go into the Capital Project Management System (CPMS) from where they can be budgeted out-monies will then become usable
- Included in the system are Emergency Department Renovation, LTC Emergency Power Systems, Solarium Renovation, Alzheimer's Unit Courtyard, Cardiac Monitoring System, LTC Electrical

Ancillary Director, Eric Armstrong, DPT further presents to the Board the MCMC Capital Projects/Construction/Space Team Charter which includes the following (please see attachment):

- Purpose
- Membership
- Duties and Responsibilities
- Annual Planning Cycle
- Meeting Frequency
- Reporting
- Approval

Administrator's Report

Bo Beames, CEO reports the following highlights to the Board and visitors present:

- RN Compensation and Wage Solutions-thanks HR Director, Barbara Duran for her efforts
- Revenue Cycle Re-design-Mr. Beames and Ms. Martinez will provide an update as part of the January 2018 Board Meeting
- Long Term Care-Continued search for LTC Administrator, MCMC Leadership making more consistent effort to attend Resident's Council Meeting
- Human Resources-Looking to get HR Director support via posting
- Quality & Patient Safety-Proposal to give Board updates at the end of each quarter
- Leadership Development-Leadership Development Retreat held on November 9, 2017 and was successful
- Facilities & Construction-Contract in process to bid with Design Group
- Medical Staff-Thanks Dr. Schmidt for job with Peer review, in process of working with flow of OB Clinic
- Recent Events & Communications

Mr. Beames announced that he had attended a Behavioral Health Community Discussion in which all parties within the community were represented and well attended.

Chair McQueary thanks Ms. Bridge from the World Journal for organizing the Behavioral Health Community Discussion.

Financial Report (Attachment D)

Peggy Martinez CFO updated the Board on the Financial Report as the FY 17 audit is done and waiting to be released.

Included in the report:

- ✓ FY17 Audit/Cost Report
- ✓ Dashboard analysis for YTD compared to same time last year: Noted 18% increase in admissions average
- ✓ Revenue and expense reports 14% growth-revenue
- ✓ Land Grant Permanent Fund- Balance and Income Distribution Reports

Mr. Berry announced that the BOT would like Ms. Martinez to present more information to the Board so they may determine what may need to be addressed.

Motion: Dr. Belknap moved to approve the Financial Report as presented, with a second from Mr. Rodarte, a voice vote was taken and all Board Members present voted in favor: Motion carried.

Business

Policies:

No policies to present to the board.

MCMC Quality Charter (Attachment E):

Bo Beames, CEO presents the actual MCMC Quality Charter for approval as it is a requirement

Chair McQueary adds that the Joint Conference Committee will be reinstated and meeting Quarterly starting in January.

Motion: Mr. Berry moved to approve the MCMC Quality Charter as presented, with a second from Mr. Jarrell, a voice vote was taken and all Board Members present voted in favor: Motion carried.

Executive Session

Chair McQueary announced that the Board of Trustees will go into executive session for the purpose of strategic planning pursuant to Section 10-15-1 (H)(9) and for the purpose of the limited personnel matters pursuant to Section 10-15-1 (H)(2)of the Open Meetings Act.

Motion: At 2:05 pm., Mr. Rodarte made a motion to go into Executive Session for the purpose of strategic planning pursuant to Section 10-15-1 (H)(9) and for the purpose of limited personnel matters pursuant to Section 10-15-1 (H)(2)of the Open Meetings Act. With a second from Dr. Belknap, a roll call vote was taken.

Roll call vote:

William Jarrell -Yes

Raymond Rodarte-Yes

Chair McQueary-Yes

Scott Berry-Yes

Dr. Belknap-Yes

Motion Carried.

The Board of Trustees went into executive session at 2:05 pm.

Open Session/Announcements

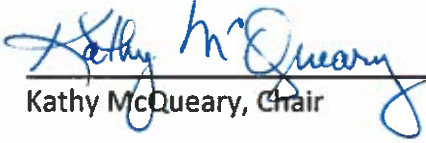
Motion: A motion was made by Mr. Berry to return to open session at 2:46 pm. With a second from Dr. Belknap, a voice vote was taken and all Board Members present voted in favor.

Motion Carried. No action taken and no announcements.

Adjournment

With no further business and no action taken, a motion was made by Mr. Berry, with a second from Dr. Belknap to adjourn the Board of Trustees meeting at 2:48 pm.

Attest:



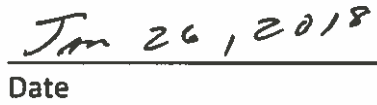
Kathy McQueary, Chair



Date



Raymond Rodarte, Secretary/Treasurer



Date