

August 17, 2018 Board of Trustees

**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 August 17, 2018 at 1:01 pm. The meeting was held in the Long Term Care Conference Room at 900 South 6th Street in Raton, NM.

Members: Kathy McQueary, Chair
Scott Berry, Vice Chair
Raymond Rodarte, Secretary/Treasurer
William Jarrell

Absent: Dr. Donald Belknap

Staff: Bo Beames, CEO
Lonny Medina, CFO
Dr. Schmidt, Medical Director
Dr. Leo Lopez, Chief of Staff
Eric Armstrong, Director of Operations
Charles Pollard, Black Lung Coordinator
Henrietta Romero, 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 August 17, 2018 Agenda, Mr. Berry made a motion to approve the agenda as presented. With a second from Mr. Rodarte, the motion carried.

Correction/Approval of Minutes

The Board members present reviewed the minutes of the July 20, 2018 Board meeting.

Motion: Mr. Berry made a motion to approve the minutes. With a second from Mr. Jarrell, the motion carried.

Recognition of Visitors & Visitors Forum

Chair McQueary recognized visitors present.

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.

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Motion: At 1: 04 Mr. Rodarte 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. With a second from Mr. Jarrell, a roll call vote was taken.

Roll call vote:

Raymond Rodarte-Yes

William Jarrell-Yes

Scott Berry- Yes

Kathy McQueary-Yes

Dr. Donald Belknap- Absent

Motion Carried.

The Board of Trustees returned to regular session at 1:08

Medical Staff Privileges & Appointments (Attachment B)

Dr. Schmidt informed the Board that four (4) providers were recommended by the Credentials Committee, one new appointment and three reappointments: The new appointment is Dr. Renee King, who is the new Emergency Medicine provider and the 3 reappointments are Dr. Loretta Conder, Internal Medicine, Dr. Heather Cook, General Surgery and Dr. Akshay Sood, Pulmonary Medicine.

Motion: Mr. Rodarte made a motion to approve the recommendations made by the Credentials for new appointment and re- appointments. With a second from Mr. Berry, a voice vote was taken.

Motion carried.

Medical Staff Report

Dr. L. Lopez provided the following Medical Staff Report:

- Dr. Kazmi has announced his resignation and will be leaving MCMC in November. Administration is actively working to fill this gap.
- Dr. L. Lopez returned to school to study acupuncture for pain management and is working with the hospital to integrate acupuncture into the clinic for pain management.

Dr. L. Lopez informed the Board that there is an epidemic of pain medication abuse and he is hoping that acupuncture will allow an alternative for pain management. He is working to increase his privileges to include acupuncture for pain management.

Visitors Forum

Mike Colangelo informed the Board that he has heard a rumor that the Board is considering opening a Long Term Care in Roswell, NM. Mr. Colangelo was assured that this rumor is not true.

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Mr. Armstrong introduced Charles Pollard to the Board and informed them that Mr. Pollard has been hired as the new Black Lung Coordinator.

Carol Bridge expressed her concerns with Tri-County closing.

Election of Officers

The floor was open for election of officers. Ms. McQueary informed the Board that the current officers are:

Chair- Kathy McQueary

Vice Chair- Scott Berry

Sec/Treas- Raymond Rodarte.

The floor was open to nominations for Chair:

Mr. Berry nominated Kathy McQueary. Mr. Jarrell made a motion to close nominations.

A voice vote was taken and three of the four members present voted to close the nominations.

With no further nominations, Ms. Kathy McQueary remains Chair of the Board of Trustees.

Kathy McQueary made a motion that the current officers remain in position. With a second from Mr. Jarrell, a voice vote was taken and all members present voted to keep the present Board of Trustees officers in place. The motion carried.

Scott Berry will remain Vice Chair and Mr. Rodarte will remain Secretary/Treasurer by acclamation.

Managers' Report (Attachment C)

Mr. Beames informed the Board that he will provide the Quality report for the Quality manager, who is unable to attend the meeting.

Mr. Beames reported that the Quality Committee has identified 5 categories to track to continue to provide good care to the community. A Quality Scorecard has been developed to track Quality Improvement based on national standard performance goals. The reports are attached.

Administrator's Report (Attachment D)

Mr. Beames updated the Board on:

LTC: New LTC administrator, Jo Greene, has been hired and will start August 20, 2018.

Revenue Cycle Re-Design: The Revenue Cycle Team within MCMC continues to work on process of revenue cycle improvement with the goal of optimizing MCMC reimbursement for services delivered from all payors.

Workforce development/Human Resources: Healthcare Worker Market Compensation Study— Work continues on the SPO led study and MCMC management representing Nursing, Medical Practitioners, Dieticians and Nutritionists, Therapists, Pharmacists and Techs, Psychiatry and

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Psychology are now engaged in the job design phase. Representatives in each category are providing input into the job specifications for the study that will continue through mid-November of 2018.

Successful recruitment of new management staff includes the hiring of a Black Lung Coordinator, Nursing Home Administrator, Administrator's Assistant and Clinical Educator for MCMC.

Recruitment is underway to replace the vacant Chief Nursing Officer position and a transition plan for nurse management has been developed.

Quality & Patient Safety: The Leadership team participated in a demo for Quality/Regulations/Compliance software solutions called Action Care. This system will assist in providing more robust quality monitoring and reporting which will be instrumental in Value Based Purchasing and in meeting compliance with regulatory standards. The initial expense for this new software tool is being funded by the MCMC Auxiliary.

Facilities & Construction

The contract to complete the expansion of the clinic has been signed and it is anticipated construction will begin within the next week. Pre-planning and preparation has already begun.

Emergency Preparedness

Key hospital and medical staff participated along with other local/county staff in the local ReTrAC held August 16. Given actual emergency events that occurred earlier in the year (Hospital threat of violence and the Ute Park fire with patient transfer from LTC) no emergency exercise will be required this year for MCMC to meet regulatory standards.

The ReTrAC Committee did decide to conduct a Table Top exercise as part of its next regularly scheduled meeting to be held in October. The LTC facility will be included in the exercise through the exercise scenario has yet to be determined.

Key Dates

Sept 21, MCMC Board Meeting

Sept 26-27 New Mexico Hospital Association meeting. Albuquerque

October Board meeting- request to consider a revised date due to leadership conflict.

Mr. Berry informed the Board that Rocky Road Construction has been contracted to complete the reconstruction of Hospital Drive. Mr. Berry is anticipating that the construction will begin September 1, 2018 and that it will be completed in 30 days.

The Contractor has been notified about the volume of traffic on this road and the importance of providing access to MCMC.

The Board was assured that a lane will be opened to maintain access to MCMC at all times.

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Mr. Beames informed the Board that on August 8, 2018, the new UNM President, Dr. Garnett Stokes visited Raton for a tour of Miners' Colfax Medical Center's Acute Care and Long Term Care facilities.

Financial Report (Attachment D)

Mr. Medina provided the following financial report:

- Financial Results- YTD unaudited
- Gross Revenue by financial class YTD
- Audit
- Cost Report
- Revenue Cycle
- Land Grant Permanent Fund

Motion: Mr. Jarrell moved to approve the Financial Report. With a second from Mr. Rodarte the motion carried.

Business

Government/Public Funds Resolution

Mr. Medina informed the Board that the *Government/Public Funds Resolution* has been updated to list Lonny Medina, Bo Beames, Veronica Sanchez, Dick Laner and Kathy McQueary as authorized signatures on the FNB bank account.

Motion: Mr. Berry made a motion to approve the updated resolution. With a second from Mr. Rodarte, the motion carried.

Executive Session

Motion: At 2:01 Mr. Rodarte 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. With a second from Mr. Jarrell, a roll call vote was taken.

Roll Call voted

Raymond Rodarte-Yes

William Jarrell-Yes

Scott Berry- Yes

Kathy McQueary-Yes

Dr. Donald Belknap- Absent

Motion Carried.

Open Session/Announcements

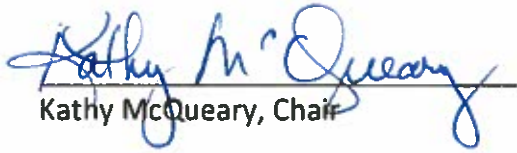
No announcements

Adjournment

With no further business, the Board of Trustees meeting adjourned at 5:00.

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Attest:


Kathy McQueary, Chair

Sept 21, 2018
Date


Raymond Rodarte, Secretary/Treasurer

Sept 21, 2018
Date