

March 15, 2019

## 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 March 15, 2019 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  
Scott Berry, Vice Chair  
Raymond Rodarte, Secretary/Treasurer  
Dr. Donald Belknap  
William Jarrell

**Staff:** Bo Beames, CEO  
Lonny Medina, CFO  
Sarah Zmich, 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 March 15, 2019 agenda, Chair McQueary recommended that a correction be made to include the "Disposition of Property" as a Business/Action Item. Mr. Berry made a motion to approve the agenda as corrected. With a second from, Dr. Belknap, the motion carried.

#### Correction/Approval of Minutes

The Board Members present reviewed the minutes of the February 11, 2019 Board meeting.

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

#### Recognition of Visitors & Visitors Forum

Chair McQueary recognized visitors present

#### Executive Session

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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.

*Motion:* At 1:03 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 Dr. Belknap, a roll call vote was taken.

Roll call vote:

William Jarrell- Yes

Raymond Rodarte-Yes

Scott Berry- Yes

Dr. Donald Belknap- Yes

Kathy McQueary- Yes

Motion Carried.

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

#### **Medical Staff Privileges and Appointments (Attachment B)**

Dr. Belknap informed the Board that three (3) providers were recommended by the Credentials Committee: one new appointment, Tamal Roy, MD, Emergency Medicine, for one year; two reappointments, Elizabeth Newman, MD, Emergency Medicine and Lance Dell, MD, Radiology, each for two years.

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

#### **Medical Staff Report**

Mr. Beames reported to the Board that the Medical Executive Committee met on March 14:

- An overview on TruBridge was given by Veronica Sanchez, Business Office Manager. The software will be beneficial to the Revenue Cycle process and is well accepted by the medical providers.
- A summation was given on the quality review process and care that is provided to MCMC by Aris Radiology.
- Evaluation of Management coding was discussed to learn ways to address and provide feedback on issues that may emerge during the coding process within the clinic.

#### **Visitors Forum**

Chair McQueary invited comments from visitors present:

Tom Di'lisio expressed his concern of the lack of a cardio-respiratory therapy program for the community. He also expressed concern about the location of the respiratory testing lab.

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Mr. Beames replied that there has been consideration to relocate the cardiopulmonary testing area to a more convenient location within the facility, however, the cardiopulmonary rehabilitation program will have to continue to be evaluated and developed to see what accommodations can be made to meet the needs of the community.

No other comments

### **Business**

#### ***MCMC Capital Projects Construction Space Team Charter (Attachment C)***

The purpose of the charter is to identify, plan, coordinate and implement all capital projects including construction. The current charter is being updated to include the disposition of old MCMC property according to state statutes as a committee must be designated for this purpose. This update will allow the Board to delegate the authority to the team for the disposal of that property.

The committee will propose the any disposal of old property to the Board in accordance with state of New Mexico statute.

*Motion:* Dr. Belknap made a motion to adopt the *MCMC Capital Projects Construction Space Team Charter* as amended to include the disposition of MCMC property in accordance with state statute, with a second from Mr. Rodarte. A voice vote was taken and all Board Members present voted in favor. Motion carried.

*Motion:* Mr. Berry made a motion to postpone the sale of equipment to comply with state statute, with a second from Mr. Rodarte. A voice vote was take and all Board Members present voted in favor. Motion carried.

### **Manager's Report**

Eric Armstrong, Director of Operations, and Charles Pollard, Black Lung Coordinator, updated the Board on the following Outreach Update:

- The new HRSA grant will allow for new equipment and updating the Outreach mobile unit. The plan for the new Outreach mobile unit was presented to the Board.
- New HRSA grant will allow for Outreach to expand its services to Montana, Wyoming and Utah.
- Over 6,000 miners have been seen in the last decade.
- Grants, Farmington and Kirkland will be added to the clinic schedule.

#### **Three year capital plan-**

The Three Year Capital plan was reviewed as a draft:

- LTC improvements and upgrades will be completed in the fall of 2019.
- Main focus for 2019 is medical equipment.

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- Some of the equipment may come from the legislative reauthorization process.
- Old Hospital demolition will be funded through a capital reauthorization request, if not approved as capital outlay by the 2019 legislature.
- Parking lot improvements and ER makeover at Acute Care are planned for 2020.

No action needed.

#### **Financial Report (Attachment D)**

Mr. Medina provided the following Financial Report:

- Financial Results YTD Unaudited
- Gross Revenue by Financial Class YTD
- Revenue Cycle
- Land Grant Permanent Fund
- Legislative Session
- Centennial Care 2.0

*Motion:* Mr. Rodarte made a motion to approve the Financial Report. With a second from Dr. Belknap, the motion carried.

Barbara Gonzales, Controller introduced herself.

Presbyterian, Blue Cross Blue Shield and Centennial Care 2.0 contracts have all been finalized and are in effect.

TruBridge is almost fully implemented and will provide for improved management of the billing and reimbursement cycle.

#### **Administrator's Report (Attachment E)**

Mr. Beames updated the Board on:

##### **Quality & Patient Safety-**

MCMC will be changing to a new a new provider for its patient satisfaction survey effective during Q2 of this year. Currently, MCMC uses NRC Pickers which has less than 5% of the survey market. MCMC will be moving to Press Ganey as its provider as it offers a number of value-added benefits including better comparative data (PG has 80% of the healthcare market) and more comparative databases (National, State, CAH, etc.). PG also offers robust manager training in how to access service specific data and offers "solution starters", a menu of leading practices for improving in specific areas that are below the targeted performance level. MCMC will be surveying patients in separate service lines that include our ER, Inpatient Acute Units, Outpatient Services and Clinic Services. Additionally, survey performance data and feedback will be received at the individual provider level.

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**Workforce Development/Human Resources-**

Current Agency Staffing stands at 20 RN (5 ER, 7 inpatient, 5 OB, 3 LTC), and 4 Radiology Techs  
Active recruitment is underway for a Board-Certified Pediatrician and a Family Practice/Internal Medicine Provider. Michael Neurauter and Sarah Zmich participated in a webinar on the J-1 visa program. The federal program allots 30 slots to New Mexico to foreign trained prospects (20 rural, 10 urban or rural). If MCMC can source qualified J-1 providers, then it would need to serve as Sponsor for the candidate and enlist support of an immigration attorney to assist with the application process. The next cycle for application of a new cohort of 30 J-1 physicians opens on September 1 of 2019. J-1 slots are filled on a first come, first serve basis but it usually takes the entire year for NM to fill all slots (as of this report, NM has filled 25 of 30 slots for the current year)

Leadership Development Day (LDD) will be held on Friday, April 26 at Vermejo Park Ranch. A tentative agenda for the day has been planned to include the Strategic Plan Update, Quality/Patient Satisfaction training for Managers, and an additional HR topic yet to be determined

**Revenue Cycle Redesign-**

MCMC now has fully executed agreements in place with Blue Cross/Blue Shield and Western Sky and Presbyterian for the State Medicaid Centennial Care 2.0 that went into effect on January 1, 2019.

The Presbyterian Health Plan commercial agreement has been updated to include base rate increase for outpatient services of approximately 3-4%

**Facilities & Construction-**

Through the office of Senator Pete Campos, we have submitted a capital outlay request in the amount of \$240,000 to the NM Legislature for demolition of the "Old Hospital"

It is anticipated the preparation for demolition will occur in 2019-2020 and actual demolition is proposed to be carried out in 2020-2021

The 3 year MCMC Capital Plan will be presented to the Board for review and consideration as part of the March BOT Meeting

**Emergency Preparedness-**

Lana Helton is in process of preparing the application (due March 1) for the renewal of the MCMC Level four trauma designation and the trauma grant for FYE 2020

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The total award amount for the grant is expected to be \$38k-\$40k

The key deliverables for the grant include technical training for the Medical Director, Nurse Coordinator and the Trauma Registrar as well as injury prevention outreach (Bike Rodeo, Car Seat Clinic, Health Fair are current MCMC activities)

MCMC Long Term Care-

The Scope of Work for conceptual design of the LTC Improvements has been drafted and is ready to go to bid. It is anticipated the design and architectural work will begin sometime in April or early May

Current Census at LTC is 14 miners and 10 Non-Miners for a total census of 24

The LTC Department of Health Survey window is open, and we are expecting the survey team to show any day now

Community-

In early March, MCMC participated in various Community Development Session hosted by the City in conjunction with the "Better Community" firm

Key Dates-

April 19, 2019-MCMC Board Meeting

April 10-11-Greeley Company Site Visit, Medical Staff Education and operational assessment of MCMC Credentialing and Privileging practices

April 26-Leadership Development Day to be held at Vermejo Park Ranch

Other

MCMC Medical Staff, Leadership Team and Board members will be invited to the evening session of Greely education on April 11.

Executive Session

*Motion:* At 2:29 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) 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

Kathy McQueary- Yes

Scott Berry- Yes

Dr. Donald Belknap- Yes

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Motion carried.

*The Board of Trustees went into Executive Session at 2:30 pm.*

**Open Session/Announcements**

*Motion:* A motion was made by Dr. Belknap to return to open session at 3:40 pm. With a second from Mr. Rodarte, a voice roll call 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 Mr. Rodarte to adjourn the Board of Trustees meeting at 3:41 pm.

**Attest:**

  
Kathy McQueary, Chair

  
Date

  
Raymond Rodarte, Secretary/Treasurer

  
Date