

July 19, 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 July 19, 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 (via telephone)

**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 July 19, 2019 Agenda, Mr. Berry made a motion to approve the agenda as presented. With a second from, Dr. Belknap, the motion carried.

**Correction/Approval of Minutes**

The Board Members present reviewed the minutes of the May 17, 2019 Regular Board meeting.

*Motion:* Mr. Berry made a motion to approve the minutes as presented, with a second from Mr. Rodarte, the motion carried.

**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.

*Motion:* At 1:02 pm 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. Berry, a roll call vote was taken.

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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 1:03 pm.*

### **Recognition of Visitors & Visitors Forum**

Chair McQueary recognized visitors present

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

Dr. Belknap informed the Board that four (4) providers were recommended by the Credentials Committee for reappointment: Michael Berven, MD Teleneurology, Renee King, MD Emergency Medicine, Bethany Kolb, MD OB/GYN, and Lisa Hughes, MD Teleradiology, each for 2 years.

Two (2) providers updated their Privilege Request form: Jessica Roberts, DO OB/GYN and Louisa Chavez, MD OB/GYN.

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

### **Medical Staff Report**

No Medical Staff Report was presented to the Board.

### **Visitors Forum**

Chair McQueary invited comments from visitors present:

Tom Hay mentioned that the retaining wall in the front of LTC is in need of repair. Jo Greene, LTC Administrator, informed those present that the wall has already been looked at and there are plans to repair the damages.

Thomas Hay stated that he would like to have a MCMC sponsored event for kids that would help keep youth out of trouble. Dr. Belknap mentioned the MCMC Bike Rodeo is an event that is held annually for children. It is possible that that event can be expanded upon.

### **Business**

#### ***Capital Plan (Attachment C)***

Lonny Medina reported to the Board that MCMC was approved for \$4 million dollars in Capital Outlay by legislature to be dispersed as follows:

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- Fiscal Year 2020-  
Medical Equipment  
IT Upgrade  
Automated Control Systems to upgrade the heating/cooling control system at LTC  
LTC Courtyard Makeover  
3 New Vehicles  
Demolition of old hospital  
Outreach Mobile Unit (1<sup>st</sup> half)
- Fiscal Year 2021  
Outreach Mobile Unit (2<sup>nd</sup> half)  
Medical Equipment  
Expanded Parking Area  
Renovation of Internal Space  
Any Rollover Items from 2020
- Fiscal Year 2022  
ER Makeover/Expansion  
Any Rollover Items from 2021

*Motion:* Mr. Rodarte made a motion to approve the Three Year Capital Plan 2020-2022 as presented, with a second from Dr. Belknap. A voice vote was taken and all Board Members present voted in favor. Motion carried.

#### ***Election of Officers***

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

Chair- Kathy McQueary  
Vice Chair- Scott Berry  
Secretary/Treasurer- Raymond Rodarte

The floor was open for nominations for Chair:

Mr. Berry nominated Kathy McQueary. Mr. Rodarte made a motion to close nominations. A voice vote was taken and members present voted to close the nominations. With no further nominations, Kathy McQueary remains Chair of the Board of Trustees.

The floor was open for nominations for Vice Chair:

Chair McQueary nominated Scott Berry. Mr. Rodarte made a motion to close nominations. A voice vote was taken and members present voted to close the nominations. With no further nominations, Scott Berry remains Vice Chair of the Board of Trustees.

The floor was open for nominations for Secretary/Treasurer:

Chair McQueary nominated Raymond Rodarte. Mr. Berry made a motion to close nominations. A voice vote was taken and members present voted to close the nominations. With no further nominations, Raymond Rodarte remains Secretary/Treasurer of the Board of Trustees.

### ***Credentials Committee Appointments***

The Credentials Committee is a committee of the Board of Trustees. The purpose of the committee is to review the professional credentials of all physicians and health care professionals who apply to join or to continue as staff for the purpose of rendering patient care at MCMC. The committee is composed of three licensed physicians who are appointed by the Board. The members of the committee shall serve staggered three year terms.

The Board recommended the following reappointments: Dr. Angel Wright for one year, Dr. Loretta Conder for two years and Dr. Donald Belknap for three years.

*Motion:* Mr. Berry made a motion to accept the Credentials Committee's reappointments 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.

### **Manager's Report (Attachment D)**

Jo Greene, LTC Administrator, updated the Board on the following:

The results for the LTC Survey that was completed in May 2019 were reviewed. All the deficiencies have been cleared and LTC is waiting on the clearance letter.

A summary of the new regulations for LTC was presented to the Board.

- Develop/Implement Abuse/Neglect Policies- Elder Justice Act information
- Persons providing care must be culturally-competent and trauma-informed
- The Governing Body is responsible and accountable for the QAPI Program
  - QAPI Program/Plan, Disclosure/Good faith attempt
  - QAPI Data Collection and Monitoring
  - QAPI Improvement activities
  - QAPI/QAA Committee
- Infection Preventionist- must work at least part-time
- Compliance and Ethics- the program must be reasonable designed, implemented and enforced
- New Training Requirements
  - Communication, resident rights and facility responsibilities, abuse, neglect and exploitation, QAPI, Infection Control, Compliance and Ethics, and Behavioral Health

A quick update of the LTC Makeover Project was given to the Board.

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### **Financial Report (Attachment E)**

Lonny Medina, CFO provided the following Financial Report:

- Financial Results YTD Unaudited
- Gross Revenue by Financial Class
- Revenue Cycle
- Land Grant Permanent Fund
- Safety Net Care Pool- Medicaid
- Gross Receipts Tax on Hospitals
- Capital Outlay Reauthorizations

It is unclear how the Safety Net Care Pool program will work out at this point as changes are being made with the state of New Mexico.

Beginning July 1, 2019 MCMC will be required to pay gross receipts tax on all services provided. The state has not yet determined how that will be paid.

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

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

Mr. Beames updated the Board on:

#### **MCMC Long Term Care-**

*Living Design* of Taos has presented initial conceptual drawings to improve the Memory Care Unit, rear exterior courtyard and rear LTC entrance. The initial drawings/plans have been revised with input from MCMC staff and revised plans should be ready for review any time now

Current Census at LTC is 15 Miners and 10 Non-Miners for a total census of 25

The LTC Department of Health Improvement (DHI) regulatory survey was conducted on April 28-May 1. The final written report contained only a few low-level findings which have been addressed. The standard Corrective Action Plan to DHI has been submitted and accepted which has cleared the survey findings until the next survey is conducted.

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

The Press Ganey Survey "Go Live" has gone very well and first reports for patient feedback have been received for ER, Inpatient, Outpatient and Clinic Services. Additional volume response is needed before the data responses can be deemed statistically valid (minimum response rate of 30 returns). Initial performance reports on patient experience data will be presented to MCMC Managers on August 1 and to the Joint Conference Committee at their next meeting

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Workforce Development/Human Resources-

Current Agency Staffing stands at 22 RN (6 ER, 5 inpatient, 7 OB, 4 LTC), and 4 Radiology Techs (no change from prior month)

Laith Salih, MD board certified has received his NM medical license and Dr. Salih will begin providing clinic care and call coverage on a one week on, one week off basis once he has completed the credentialing process with MCMC

Dr. Rodney Sholty, MD Family Practice provider has signed a letter of intent to join the MCMC Clinic upon receipt of his NM medical license. He has submitted his NM license application and it is listed as pending within the NM on-line system

Dr. Terry Weaver, MD will be interviewing for a Family Practice/Pediatrics position on Friday, August 2. Dr. Weaver currently resides in Arkansas, but has a NM medical license and has worked in Clayton, NM previously

Eric Armstrong has resigned his position as Director of Operations to accept a new position with locally owned and operated Zia Health. A transitional plan for Eric's areas of responsibilities is being devised for both the non-clinical and clinical portion of the Director of Operations position

Revenue Cycle Re-design-

The replacement position for a Director of Patient Financial Services has been approved and will report to Lonny Medina once it is filled. Current positions reporting to the Director position will be the HIM Manager, Billing Office Manager and the Patient Registration Manager

Facilities & Construction-

The LTC Heating/Air Conditioning Control Unit replacement/upgrade is underway by ACS (Automated Control System). The timeline on the project is expected to take approximately 8 weeks to complete

Emergency Preparedness-

MCMC will be participating in the next ReTrac Committee which is planned for August 8, 2019

Community –

Discussions continue with Retha Shiplett, Planning Specialist to conduct an assessment and strategic plan related to Behavioral Health

MCMC participated in the RAIN (Regional Agency Intervention Network) meeting held July 11. Rodney Gross, Ph.D., with Noesis Behavioral Health gave a presentation on the start-up of new

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services that they are bringing to Raton in the immediate near future. Loretta Conder, MD and Cindy Johnson, Pharm D have agreed to serve as chair of the RAIN group going forward as County Manager, Mary Lou Kern has decided to step out of the role due to other professional commitments

Outreach -

July 28-31 – Western Excursion (Utah)

30 & 31 –Utah 1 (Price)

August 1-4 2 & 3 -Utah 2 (Salina)

Key Dates-

Friday, August 19, 2019-MCMC Board Meeting

Friday, August 19, 2019- Joint Conference Committee

Other

Dr. Ehab Ali will be leaving the community as of August 31.

Dr. Ronald Lotoc has accepted a position elsewhere and will also be leaving as of August 31

Executive Session

*Motion:* At 2:59 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 Mr. Rodarte, 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 went into Executive Session at 3:00 pm.*

Open Session/Announcements

No action taken and no announcements.

Adjournment



With no further business, and no action taken, a motion was made by Mr. Rodarte, with a second from Dr. Belknap to adjourn the Board of Trustees meeting at 4:22 pm.

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**Attest:**

  
Kathy McCreary, Chair

Aug 16, 2019  
Date

  
  
Raymond Rodarte, Secretary/Treasurer

Aug 16, 2019  
Date