

October 18, 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 October 18, 2019 at 2:00 pm. The meeting was held in the New Mexico Municipal League Conference Room at 1229 Paseo De Peralta, Santa Fe, NM.

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

Staff: Bo Beames, CEO
Lonny Medina, CFO
Denise Daves, CNO
Barbara Duran, HR Director
Charles Pollard, Black Lung Coordinator
Michael Neurauter, HR Associate
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

The Board Members present reviewed the Agenda of the October 18, 2019 Regular Board Meeting. Chair McQueary made a correction to "Item A" under Business/Action Items to read "Medical Staff Bylaws" and to dispose of "Items 6 and 7", "Executive Session" and "Medical Staff Privileges and Appointments"

Motion: Mr. Rodarte made a motion to approve the agenda as corrected. With a second from Mr. Jarrell, the motion carried.

Correction/Approval of Minutes

The Board Members present reviewed the minutes of the September 20, 2019 Regular Board meeting.

October 18, 2019

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

Recognition of Visitors & Visitors Forum

Chair McQueary recognized visitors present

Medical Staff Report

No Medical Report was given at this time. Mr. Beames will update the Board during his Administrator's Report.

Visitors Forum

No comments from visitors present.

Business

Medical Staff Bylaws (Attachment B)

The board was provided with changes that were made to the Medical Staff Bylaws:

- The CMS Conditions of Participation does not require peer references for Medical Staff reappointments. This section was removed from the bylaws
- The information that is required for provider temporary privileges was clarified

The changes to the Medical Staff Bylaws was approved by the Medical Staff.

Motion: Mr. Berry made a motion to approve the *Medical Staff Bylaws* as presented, with a second from Mr. Jarrell, a roll call vote was taken.

Roll call vote:

William Jarrell- Yes

Raymond Rodarte- Yes

Scott Berry- Yes

Kathy McQueary- Yes

Motion carried.

Patient Care Policy Advisory Group (PCPAG)

Denise Daves, CNO provided the following update:

- Dietary, Respiratory, Emergency Department policies were reviewed in the October PCPAG Meeting. There were no changes to present to the Board
- Infection Control and Surgery policies will be reviewed during the November PCPAG Meeting
- The first priority of the PCPAG Committee is to make sure all departments are compliant and up to date with polices. Once all departments are compliant, the committee will

October 18, 2019

work of a universal format for all departments for keeping and reviewing policies annually

- Chair McQueary has requested that a list of all policies that are changed and presented to the PCPAG Committee also be presented to the Board for the record

Manager's Report

Workforce Development (Attachment C)

Barbara Duran, HR Director, updated the Board on the following:

- MCMC Workforce Development Team Charter
- KPI Scorecard
- Past to Present Staffing
- Active Recruitment
- Nursing News & Views Advertising
- MCMC On Boarding Process

All MCMC Board Members attended the State Personnel Office Board Meeting on October 18, 2019 in support of the Healthcare Study. The Healthcare study was approved by SPO but will not be implemented until July 1, 2020. The approval will save MCMC money by being able to reduce agency staff.

National Black Lung and Respiratory Disease Conference Summary (Attachment D)

Charles Pollard, Black Lung Coordinator, updated the Board on the following:

- Outreach Program Clinic Data
- Mobile Outreach Unit
- Black Lung Program- Patient Data, Events and Looking to the Future
- Miner's Day- December 6, 2019

Charles Pollard has been appointed to serve on the National Black Lung Coalition Executive Board. MCMC will now have a vote with the National Coalition.

MCMC has been approved for grant funding from HRSA for the new mobile outreach unit.

Financial Report (Attachment E)

Lonny Medina, CFO provided the following Financial Report:

- Financial Results YTD Unaudited
- Gross Revenue by Financial Class
- Revenue Cycle

October 18, 2019

- Land Grant Permanent Fund
- Safety Net Care Pool- Medicaid
- Gross Receipts Tax on Hospitals
- Audit & Medicare/Medicaid Cost Reports
- Computer Network Down Time
- Capital Outlay
- Budget Appropriation Request

The August cyberattack has caused a backlog in HIM causing cash and revenue to be down. All systems are now up and running which will allow all departments to catch up.

MCMC is still waiting to hear from the New Mexico Tax and Revenue Department to make sure the Gross Receipts Tax is being paid correctly.

The audit is almost complete and is due by November 1, 2019, pending an estimate from the Cost Report.

Bo Beames and Lonny Medina went to Santa Fe to present the 2021 Capital Outlay request.

The Budget Appropriation request will be presented October 31, 2019.

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

Administrator's Report (Attachment F)

Mr. Beames updated the Board on:

MCMC Long Term Care-

Construction on the LTC facility makeover project has begun. Stoven Construction has been awarded the bid and work on the project began in early October with estimated completion of the project by mid-December

Current Census at LTC is 16 Miners and 10 Non-Miners for a total census of 26

The LTC Activities Staff hosted an *Octoberfest* celebration the first week of October and is preparing for its annual "Trick or Treat" event for local children on October 31.

Quality & Patient Safety-

As part of the NM Hospital Association meeting held in Albuquerque, MCMC received an award from the American Hospital Association for being a top 5 performer of all CAHs in the state based on its HIIN results (Hospital Improvement and Innovation Network)

October 18, 2019

A press release and photo has been provided to the local media for distribution via print and/or radio

Workforce Development/Human Resources-

The Fall Leadership Development Day is planned for October 24. The all-day leadership development and training session will focus on what was accomplished in 2019 and what the team desires to accomplish in CY 2020. In the afternoon portion the team will conduct a Cyber Security mock exercise and will also participate in an after-action review of the August incident.

Current RN Agency Staffing stands at 22 RN (6 ER, 6 inpatient, 6 OB, 4 LTC) which is 2 more than the prior month. Current Radiology Techs Agency Staffing stands at 3 which is the same as the prior month

Dr. Rodney Sholty, MD Family Practice is ready to start pending receipt of his NM medical license.

Dr. Timothy Brininger, MD accepted the MCMC offer as a Family Practice/OB provider. Dr. Brininger currently resides in Colorado Springs but is looking for a rural setting whereby he can continue to practice Obstetrics as well as Family Practice. A start date for Dr. Brininger will be set as soon as he receives his NM Medical License.

Lisa Wentling, PA has accepted a clinic position in Angel Fire, NM and has submitted her resignation. Her last day will be in November. The replacement candidate previously identified had withdrawn her interest and has chosen to re-locate to Oklahoma rather than stay in the immediate area

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 continue through the month of October

Bids for replacement and upgrade of the alarm panels have been received and Donner Plumbing of Albuquerque has been selected as the contractor. Total cost of the project is approximately \$66,000

Emergency Preparedness/Community –

As part of the MCMC Leadership Development Day, the entire management team will be engaging in review and response planning related to MCMC Cyber Security

October 18, 2019

MCMC has entered into an agreement with Retha Shiplett, Planning Specialist to conduct an assessment and strategic plan related to Outpatient Behavioral Health Services. Her work is slated to begin in early November and is expected to be completed by mid-December with final report due early in 2020

An inter-agency meeting with local city, county and state stakeholders and MCMC Emergency Department staff is planned for Tuesday, October 22. Effective November 1, MCMC will no longer be providing "Medical Clearance" release forms to law enforcement/detention center, but will provide evaluation, treatment and care for all patients presenting to the ER in accordance with Federal EMTALA Regulations

Outreach –

Charles Pollard (MCMC Black Lung & Outreach Manager), William "Cotton" Jarrell (MCMC Board Member) and Ashkay Sood, MD (UNM MCMC Endowed Chair) were featured presenter as part of the September 24-26 Gatlinburg, Tennessee, National Coalition of Black Lung and Respiratory Disease Clinics.

Charles Pollard has been appointed to the Board of the National Coalition of Black Lung and Respiratory Disease

October 21 – 25, 2019 – Cuba, NM

November 25 – 29, 2019 – Socorro, NM

December 9 – 13, 2019 – Raton, NM

Key Dates –

- November 15 (Friday), MCMC Board Meeting
- October 24-MCMC Leadership Development Day
- December 6 (Friday) Miners Day Celebration

Executive Session

Motion: At 3:26 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. Jarrell, a roll call vote was taken.

Roll call vote:

William Jarrell- Yes

Raymond Rodarte- Yes

Scott Berry- Yes

Kathy McQueary- Yes

Motion carried.

October 18, 2019

The Board of Trustees went into Executive Session at 3:26 pm.

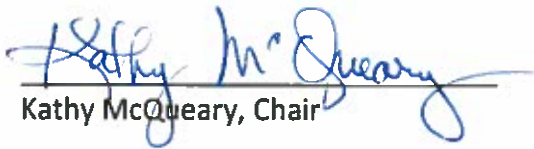
Open Session/Announcements

No announcements were made

Adjournment

With no further business, and no action taken, a motion was made by Mr. Berry with a second from Mr. Jarrell to adjourn the Board of Trustees meeting at 4:42 pm.

Attest:


Kathy McQueary, Chair

11/15/2019
Date


Raymond Rodarte, Secretary/Treasurer

11/15/2019
Date