

November 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 November 15, 2019 at 1:00 pm. The meeting was held in the Long Term Care Conference Room at 900 South 6th Street, Raton, NM.

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

Staff: Bo Beames, CEO
Lonny Medina, CFO
Denise Daves, CNO
Charles Pollard, Black Lung Coordinator
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 reviewed the presented Agenda of the November 15, 2019 Regular Board Meeting. The agenda was amended to replace "Patient Care Policy Advisory Group (PCPAG)" with "HRSA Grant Application" as "Item A" under "Business/Action Items."

Motion: Mr. Rodarte made a motion to approve the amended agenda as presented. With a second from Mr. Berry, the motion carried.

Correction/Approval of Minutes

The Board Members present reviewed the minutes of the October 18, 2019 Regular Board meeting.

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

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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 1:04 pm Dr. Belknap 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 returned to regular session at 1:18 pm.

Recognition of Visitors & Visitors Forum

Chair McQueary recognized visitors present

Medical Staff Privileges and Appointments (Attachment B)

Dr. Belknap informed the Board that twelve (12) providers were recommended by the Credentials Committee for reappointment: Leslie Jacobson, MD, Teleradiology, Mary Grebenc, MD, Teleradiology, Craig Shapiro, MD, Sleep Medicine, Steven Weiss, MD, Emergency Medicine, Paul Rastrelli, MD, Ophthalmology, Alison Gagnon, CNP, Nurse Practitioner, Ralph Holsworth, DO, Emergency Medicine, David Hudson, CRNA, Jeffrey Kleinman, MD, Teleradiology, Neeraj, Dubey, MD Teleneurology, David Bass, MD, Teleradiology and Benoit Luyckx, each for 2 years.

Eleven (11) providers were recommended by the Credentials Committee for new appointment: Kenneth Imerman, MD Teleneurology, Diana Chandos, MD, Teleneurology, Annapoorna Bhat Ramachandra, MD Teleneurology, Michael Torbey, MD Teleneurology, Joel Nunez Gonzalez, MD Teleneurology, Moghimi Narges, MD, Teleneurology, Jose Padin-Rosado, MD, Teleneurology, Tarun Girotra, MD, Teleneurology, Alford Vassal, MD OB/GYN, Benjamin Belknap, MD, Emergency Medicine, Timothy Brininger, MD Family Medicine, each for 1 year.

Motion: Dr. Belknap 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 updated the Board on the following:

- The Medical Executive Committee Meeting was held on November 14. One major topic of discussion was the after action report of the recent cyberattack in which all department managers were asked ways that they would better prepare their department in the event that a similar attack should occur. A summary report was presented to the Medical Executive Committee so that the committee may add on any other suggestions for improvement
- Recruitment of Family Practice providers in the clinic continues to be a priority. There is a new onboarding checklist that is being used to welcome all new providers to MCMC
- Dr. Brininger has received licensing and is now ready to join MCMC December 2
- Recruiting firm "Jackson and Coker" from Denver, CO will be onsite at MCMC in the near future to help fill provider needs within the facility

Visitors Forum

One visitor presented asked what the New Mexico residency requirement was to be admitted to the Long Term Care facility. Chair McQueary informed the visitors that at a previous Board Meeting the Long Term Care Admission policies were approved to clarify what the New Mexico State residency requirements are and what a miner's working year is classified according to HRSA requirements. Visitors present were informed that they may pick up a copy of those policies from either the Long Term Care or Acute Care facilities.

One visitor present asked if there are services that MCMC offers for transportation of patients to appointments who are not able to drive. Denise Daves informed him to check with the leadership of LTC to see if they may offer help or resources. Chair McQueary also stated that there are agencies in the community that can also help with transportation.

Business

HRSA Grant Application

Charles Pollard informed the Board that the Outreach Program is requesting approval to apply for a \$400,000 HRSA Grant. The grant will allow expansion of services to more rural areas in Montana, Utah, Wyoming, Washington and Oregon, in addition to the southwestern states that are currently being served. Once approved by the Board, the application will be submitted by November 21.

Motion: Mr. Jarrell made a motion to approve the *HRSA Grant Application* as presented, with a second from Dr. Belknap, the motion carried.

Miner's Day Proclamation (Attachment C)

Bo Beames presented the Miner's Day Proclamation that will be presented at the December 6, 2019 Miner's Day event at the Raton Convention Center.

Motion: Mr. Rodarte made a motion to approve the *Miner's Day Proclamation* as presented, with a second from Mr. Jarrell, the motion carried.

Manager's Report (Attachment D)

Quality Report

Denise Daves, CNO, updated the Board on the following:

- Rae Hager was introduced as the Quality Manager at MCMC
- Staff continues to do a great job in keeping patients safe at the facility
- Blood transfusion compliance is going well
- Informing patients about the patient portal will be improved upon
- Patients will be informed about the importance of returning surveys so that all measures can continue to be monitored
- Flu vaccination rate is at 100%
- All systems are up and running after the recent cyberattack

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
- Audit & Medicare/Medicaid Cost Reports
- Capital Outlay
- Conferences
- Budget Appropriation Request

Gross revenue is down 17.24% from the previous year due to low volumes.

Days cash on hand is down to 72.6 days, which is also due to low volumes.

The Safety Net Care Pool model has been received and will need to be approved by legislature.

Audit has been completed with no findings and has been submitted to the office of the State Auditor. Clifton Larson Allen will present the audit during the January Board meeting.

The Medicare Cost Report has been completed and is due November 30. MCMC is anticipating a \$450,000 refund.

The Long Term Care Capital Outlay project is nearing completion.

The first payment will be sent in for the Black Lung and Outreach van so that it can begin to be built.

Motion: Mr. Berry made a motion to approve the Financial Report. With a second from Dr. Belknap, 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 continues. 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 held its annual "Trick or Treat" event for local children on October 31. A number of events are being planned for the upcoming Holiday Season including a Thanksgiving Family Luncheon and "Elfin Days" events

Agency staff at LTC is currently comprised of 1RNs and 1LPN. All other clinical positions are filled at this time

Quality & Patient Safety-

A Quality Update from the Joint Conference Committee Meeting will be provided during the regular Board Meeting

Workforce Development/Human Resources-

The Fall Leadership Development Day was held on October 24. The all-day leadership development and training session focused on what was accomplished in 2019 and what the team desires to accomplish in CY 2020. In the afternoon portion the team reviewed the fundamentals of activating the Hospital Incident Command System (HICS)

Current RN Agency Staffing stands at 16 RN (7 ER, 3 Med/Surg, 5 OB, 1 LTC) which is 6 less than more than the prior month. Current Radiology Techs Agency Staffing stands at 3, which is the same as the prior month

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

Dr. Timothy Brininger, MD has received his NM Medical License and his first day with MCMC will be December 2. Dr. Brininger will be working a 2 week on, 2 week off position as Family Practice and Obstetrics provider

Interviews are scheduled for qualified applicants for the open Maintenance Manager position

Facilities & Construction-

The LTC Heating/Air Conditioning Control Unit Upgrade by ACS (Automated Control System) is almost complete (in process of fine tuning system)

The replacement and upgrade of the medical gas alarm panels at the LTC Nursing Station has been completed by Donner Plumbing of Albuquerque at a cost of \$66,000

Emergency Preparedness/Community –

WIPP-TRX Table top exercise was conducted on Wednesday, November 13 in conjunction with State Emergency Preparedness officials

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 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 was held on Tuesday, October 22. MCMC shared that it 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 –

From December 5-7, Charles Pollard will be attending his first meeting as a member of the Executive Board of the National Coalition of Black Lung and Respiratory Disease to be held in Pittsburgh, PA

Mobile Outreach Clinic, December 9 – 13, 2019 – Raton, NM

Key Dates –

➤ December 6 (Friday) Miners Day Celebration

November 15, 2019

- Saturday, December 7, 2019-Employee Holiday Party
- Friday, January 17, 2020, MCMC Board Meeting

Executive Session

Motion: At 2:18 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

Scott Berry- Yes

Dr. Donald Belknap- Yes

Kathy McQueary- Yes

Motion carried.

The Board of Trustees went into Executive Session at 2:25 pm.


Open Session/Announcements

No announcements were made

Adjournment

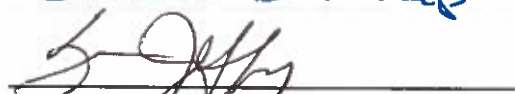
With no further business, and no action taken, a motion was made by Mr. Berry with a second from Mr. Jarrell to adjourn the Board of Trustees meeting at 3:42 pm.

Attest:



Kathy McQueary, Chair
Donald Belknap

1/17/2020
Date



Raymond Rodarte, Secretary/Treasurer
Shawn Jeffery

1-17-2020
Date