

MINERS' COLFAX MEDICAL CENTER
MEETING OF THE BOARD OF TRUSTEES

Call to Order

Chairman Jarrell called the meeting of the Miners' Colfax Medical Center Board of Trustees to order June 19, 2020 at 1:05 pm. The meeting was held virtually in the Acute Care IT Training Room at 203 Hospital Drive in Raton, NM due to the COVID-19 pandemic.

Members: William "Cotton" Jarrell, Chairman
Donald Belknap, MD, Vice Chairman
Gene Sisneros
Richard Cardenas

A roll call vote was taken to acknowledge all Board Members present.

Staff: Bo Beames, CEO
Lonny Medina, CFO
Sarah Zmich, Recorder

Visitors: **No visitors present**

Pledge of Allegiance

Chairman Jarrell led Board members, staff and visitors present in reciting the Pledge of Allegiance.

Correction/Approval of Agenda

Motion: After review of the June 19, 2020 Agenda, Dr. Belknap made a motion to approve the agenda as presented. With a second from, Mr. Sisneros, a roll call vote was taken.

Roll call vote:

William "Cotton" Jarrell- Yes

Dr. Donald Belknap- Yes

Richard Cardenas- Yes

Gene Sisneros- Yes

Motion Carried.

Correction/Approval of Minutes

The Board Members present reviewed the minutes of the May 15, 2020 Regular Board meeting. Mr. Sisneros made a motion to approve the minutes as presented. With a second from Mr. Cardenas, a roll call vote was taken.

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Roll call vote:

William "Cotton" Jarrell- Yes

Donald Belknap, MD- Yes

Richard Cardenas- Yes

Gene Sisneros- Yes

Motion Carried.

Executive Session

Chairman Jarrell 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 1:09 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. Cardenas, a roll call vote was taken.

Roll call vote:

William "Cotton" Jarrell- Yes

Donald Belknap, MD- Yes

Richard Cardenas- Yes

Gene Sisneros- Yes

Motion Carried.

The Board of Trustees returned to regular session at 1:16 pm.

Medical Staff Privileges and Appointments (Attachment A)

Dr. Belknap informed the Board that three (3) providers were recommended by the Credentials Committee for reappointment: Loutsios Ierides, MD Cardiology, Laith Salih, MD Pediatrics, and Alan Stransky, MD Pathology, each for 2 years.

Five (5) providers were recommended by the Credentials Committee for new appointment: David Bass, MD Teleradiology, Robert Berger, MD Teleradiology, Michael Berven, Teleradiology, Christian Bowers, MD Teleneurology, and Peter Reuss, MD Teleradiology, each for 1 year.

Motion: Mr. Sisneros made a motion to accept the Credentials Committee's recommendations to be approved as presented. With a second from Mr. Cardenas, a roll call vote was taken.

Roll call vote:

William "Cotton" Jarrell- Yes

Dr. Donald Belknap- Yes

Richard Cardenas- Yes

Gene Sisneros- Yes

Motion Carried.

Medical Staff Report

Mr. Beames updated the Board on:

The main discussion of the June 12 Medical Staff Meeting was the review of the current MCMC Medical Staff Bylaws, which are in need of an update. The Greeley Company will complete an assessment of the bylaws. Once that assessment is completed, it will be presented to the Medical Executive Committee for their recommendations for a plan of implementing any changes. The revision of the MCMC Medical Staff Bylaws will be presented to the Board of Trustees for final approval by the end of the year.

Recruitment continues to be a number one priority at MCMC.

Dr. Belknap stated that volumes in the Emergency Department are beginning to increase amid the COVID pandemic.

Mr. Beames stated that with the increase in activity, staff continues to enforce safe practices such as screening all patients, visitors and staff upon entrance, social distancing and wearing masks.

Manager's Report

COVID-19 Update

Denise Daves, CNO updated the Board on:

- The screening questions for the Entry Control Checkpoints will be revised for recent travel outside of the Raton area
- Patients coming from outside the area will be red flagged for the safety of all staff and providers
- Recently a traveler from out of state presented in the ER and tested positive for COVID-19. As a precaution, the staff that was directly involved were required to isolate and quarantine. Those that are quarantined will test on day 5 and day 7 after exposure, and depending on results, will return to work on day 10 if they show no symptoms
- Turnaround time for COVID-19 test results with Tricore is currently at about 48 hours.
- Laboratory Manager, Ed Hager is working on in-house testing with Cepheid which will allow for test results to be returned within 45 minutes to an hour. Quicker test results will allow for better care and safety of patients and staff
- One visitor is being allowed for end-of-life patients and for women who are delivering babies. In-house testing will allow for these visitors to be tested for COVID-19
- Regional hub-and-spoke meeting have been cut back from weekly video meetings to weekly email communications due to decreased COVID-19 activity in the region
- MCMC has begun to receive some PPE but some supplies are still on backorder

- Intubation boxes and cloth masks have been received by the State of New Mexico MCMC will be able to distribute a mask to a patient who does not have one and is in need of medical care
- The Surgery Department will resume with eye surgeries on July 7

Telehealth Video Visit (Attachment B)

Rhonda Moniot, RHC Director updated the Board on the following:

- At the onset of the COVID-19 pandemic, MCMC RHC received a lot of canceled appointments from patients who were afraid to have a face-to-face visit. As a result, MCMC developed a way to use telehealth for the continuity of patient care
- In order to have a telehealth visit, the patient will have to have access to a smartphone, iPad, computer or telephone
- After experimenting with several platforms, Qliqsoft was decided to be the best option for MCMC staff and patients
- When a patient calls for an appointment, the nurse will triage the patient and ask a series of questions regarding any possible COVID-19 exposure. If the patient complaint qualifies and the patient prefers not to present to the facility, the visit will be conducted by telehealth.
- During a video visit, the provider and patient will be able to visualize each other on the screen. Qualifying video appointments include the following; congestive heart failure (stable), rash, joint pain/injury, headache, swelling and Centers for Medicare & Medicaid Services (CMS) annual exams.
- A phone appointment may be conducted for medication refills, diabetes management and dosing adjustments, anxiety and depression, blood pressure concerns and management, medication follow-up, insomnia and dizziness.
- Requirements for documentation for a telehealth visit are:
 - Notation that the patient consented to the consult held via telephone/video
 - Names of all people present during a telemedicine consultation and their role
 - Chief complaint or reason for telephone/video visit
 - Relevant history, background, and/or results
 - Assessment
 - Plan and next steps
 - Total time spent on medical discussion
- Under President Trump's order, CMS will allow the same payment as a face-to-face visit during the COVID pandemic.
- All MCMC clinics are offering the telehealth option for qualifying appointments.

Financial Report (Attachment C)

Lonny Medina, CFO provided the following Financial Report:

- Financial Results Year-to-date Unaudited

- Gross Revenue by Financial Class
- Revenue Cycle
- Land Grant Permanent Fund
- COVID-19
- Hospital Access Payments- NM Medicaid
- Gross Receipts Tax on Hospitals- New 7/1/19
- Budget Appropriation Request- FY21
- Capital Outlay

The Federal stimulus help and Paycheck Protection Program (PPP) Loan has helped to increase total cash and days cash on hand.

Since the beginning of the COVID pandemic, MCMC has received \$3.166 million from the Paycheck Protection Program (PPP) Loan which is being used to pay for staff wages.

MCMC also received \$4.4 million in Federal Stimulus money that must be accounted for. MCMC will be required to show proof that this money was used for COVID related purposes.

Hospital access payments, formerly the Safety Net Care Pool (SNCP), is money that is received from the State on a quarterly basis in the amount of \$732,000. MCMC was supposed to receive this payment in April 2020, but it has not been released yet.

Motion: Mr. Sisneros made a motion to approve the *Financial Report* as presented. With a second from Dr. Belknap, a roll call vote was taken.

Roll call vote:

William "Cotton" Jarrell- Yes

Dr. Donald Belknap- Yes

Richard Cardenas- Yes

Gene Sisneros- Yes

Motion Carried.

Administrator's Report (Attachment D)

Mr. Beames updated the Board on:

MCMC Long Term Care-

Due to the COVID19 pandemic, the Wellness Center continues to remain closed at this time. Additionally, visitor restrictions have been implemented within Long Term Care in accordance with State Department of Health regulations.

Construction on the LTC facility by Stoven Construction is complete.

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Current Census at LTC is 15 Miners and 7 Non-Miners for a total census of 22.

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

Surveillance sampling for COVID19 for both staff and residents has occurred on 2 occasions (total sample of 30) and thus far all tests have been returned as negative.

Workforce Development/Human Resources-

During the June 4 meeting of the State Personnel Board, a decision was made to defer the implementation of the Healthcare Market Survey Study until November 1, 2020 in light of the budget challenges our State is facing as a result of the COVID19 Pandemic and decline in oil and gas prices.

Current RN Agency Staffing stands at 17 RN (6 ER, 4 Med/Surg, 6 OB, 1 LTC) which is the same as the month prior. Current Radiology Techs Agency Staffing stands at 2 which is one less than the prior month.

Douglas Smith, MD of Dallas, Texas has signed a letter of intent to join MCMC starting in early September. Dr. Smith has approximately 30 years of private practice experience and is relocating from the Dallas, TX metropolitan area.

Sara Lark, RN, CNP has accepted a position with MCMC as a nurse practitioner. Sara previously worked as an RN in the Rural Health Clinic before achieving her Certified Nurse Practitioner (CNP) status.

Lynne Capellucci, CNP will be joining the Rural Health Clinic as a provider in mid-July. After a short stint within an urgent care clinic in Oklahoma, Ms. Cappellucci is returning to the area as a member of the MCMC team

Quality & Patient Safety-

Board Quality Scorecard Performance Measures for Calendar Year 2020 have been updated and are aligned with Healthcare Innovation and Improvement Network Measures (HIIN)

A Quality and Patient Experience update for six months of 2020 will be provided in July

Facilities & Construction-

The LTC Heating/Air Conditioning Control Unit Upgrade by ACS (Automated Control System) is complete. The pumps and valves have been received and installed by Donner Plumbing and the system thus far is functioning as desired.

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Temporary walls have been installed in the MCMC ER, ICU and LTC so as to be able to care for any COVID19 patients separately from non-COVID patients. The walls provide for improved viral containment and improved changing areas for donning and doffing of PPE by clinical staff.

Emergency Preparedness/Community –

With the advent of the COVID19 Pandemic, the MCMC Emergency Preparedness Incident Command System (ICS) was activated. ICS briefings have moved from daily meeting to weekly meetings. Section Chiefs for Logistics, Operations, Staging, Medical and Public Information all give report as part of the briefing

Outreach –

HRSA Grant Black Lung Clinics Program Grant application (new 5-year cycle) has received approval. The Grant is for \$824,024 per year for 5 years to support the MCMC Black Lung/Outreach program. Additionally, MCMC has received approval for \$199,000 to take the Black Lung Outreach Program to out-of-state areas (Montana, Wyoming, Utah) and an additional \$100,000 for tele-health and tele-monitoring of former miners with Black Lung.

The 2020 Mobile Outreach Clinic Calendar will be revised pending the ongoing situation related to the COVID19 global pandemic

The new Mobile Outreach Van has been ordered. The old unit encountered a mishap as it was being driven back to Ohio in late February. The semi-unit caught on fire and was taken out of commission in Elk City, Oklahoma on the trip. All the diagnostic medical equipment suffered fire damage and is no longer useable, and therefore plans are being made to acquire new testing equipment to be installed in the new van. The old unit has will be disposed of as it has no salvage value. Delivery of new unit is expected in late September with the first clinic offering since the global pandemic targeted for October.

Tele-medicine visits for Black Lung patients and Miners are ongoing using the Qliqsoft telemedicine software. Qliqsoft is a product of CPSI which also serves our Electronic Medical Record vendor.

Financial Health –

The COVID19 situation has resulted in a dramatic effect on the volumes of admissions, tests, surgical procedures, emergency visits and clinic visits since it began in early March. Most recently, volumes have started to pick up as more patients are resuming care. Volumes have ticked up in ER, Outpatient and Clinic visits.

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A programmatic look at services and programs from a financial contribution standpoint will be taken (starting with OR department) as we engage our Medical Staff and Board in strategic discussions as to what programs are viable and sustainable going into the coming years.

On a positive note, MCMC has received \$416,000 from the first wave of stimulus funding which was distributed as part of the Federal CARES Act. In addition, \$3.16 million was received in the second wave of stimulus funding that provided 10 billion dollars for rural hospitals throughout the nation. Finally, the Paycheck Protection Program (PPP) Loan distribution has been received in the amount of \$3.2 million. The collective total is instrumental in offsetting the volume and revenue reductions that have resulted since the start of the COVID10 global pandemic.

Key Dates-

- Friday, July 17, 2020- MCMC Board Meeting

Executive Session

Motion: At 2:32 pm Mr. Sisneros 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. Cardenas, a roll call vote was taken.

Roll call vote:

- William "Cotton" Jarrell, Chair- Yes
 - Donald Belknap, MD, Vice Chair- Yes
 - Richard Cardenas- Yes
 - Gene Sisneros- Yes
- Motion carried.

The Board of Trustees returned to Open Session at 3:33 pm.

Open Session/Announcements

No announcements were made

Adjournment

With no further business, and no action taken, a motion was made by Mr. Sisneros with a second from Dr. Belknap to adjourn the Board of Trustees Regular Meeting. A roll call vote was taken.

Roll call vote:

- William "Cotton" Jarrell- Yes
- Dr. Donald Belknap- Yes
- Richard Cardenas- Yes
- Gene Sisneros- Yes

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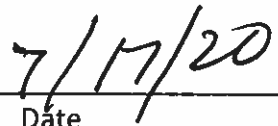
Motion carried and the Board of Trustees Regular Meeting was adjourned at 3:34 pm.

Attest:



William "Cotton" Jarrell, Chair

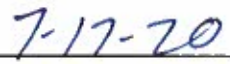
Dan Belknap, Vice Chair



Date



Shawn Jeffrey, Secretary/Treasurer



Date