

January 22, 2021

**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 January 22, 2021 at 1:00 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  
Shawn Jeffrey, Secretary/Treasurer  
Gene Sisneros, Member  
Richard Cardenas, Member

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:* The Board Members reviewed the presented Agenda of the January 22, 2021 Regular Board Meeting. 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  
Donald Belknap, MD- Yes  
Shawn Jeffrey- Yes  
Gene Sisneros- Yes  
Richard Cardenas- Yes

Motion carried.

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**Correction/Approval of Minutes**

The Board Members present reviewed the minutes of the November 20, 2020 Regular Board meeting. Dr. Belknap made a motion to approve the minutes as presented. With a second from Ms. Jeffrey, a roll call vote was taken.

Roll call vote:

William "Cotton" Jarrell- Yes

Donald Belknap, MD- Yes

Shawn Jeffrey- Yes

Gene Sisneros- Yes

Richard Cardenas- 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 1:02 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- Yes

Donald Belknap, MD- Yes

Shawn Jeffrey- Yes

Gene Sisneros- Yes

Richard Cardenas- Yes

Motion carried.

*The Board of Trustees returned to regular session at 1:13 pm.*

**Medical Staff Privileges and Appointments (Attachment A)**

Dr. Belknap informed the Board that four (4) providers were recommended by the Credentials Committee for reappointment: Timothy Brininger, MD Family Medicine/OB; Christopher Bossart, MD Emergency Medicine; Jason Chang, MD Teleneurology; Wendell Wilmoth, MD Teleradiology, each for 2 years.

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

Roll call vote:

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William "Cotton" Jarrell- Yes  
Donald Belknap, MD- Yes  
Shawn Jeffrey- Yes  
Gene Sisneros- Yes  
Richard Cardenas- Yes

Motion carried.

### **Medical Staff Report**

Dr. Conder provided the following report:

- COVID patients continue to present to the Emergency Department, however the number of positive cases has declined
- Forty-seven COVID patients have been treated in the ICU to date
- Fourteen Monoclonal antibody infusions have been given to high-risk COVID positive patients within 7 days of the onset of symptoms to lessen the severity of the disease
- Nurses are being cross-trained in other departments to help cover short staffing
- The work to update the Medical Staff by-laws is progressing well

### **Business/Action Items**

#### **Annual Open Meetings Act Resolution (Attachment B)**

Mr. Beames presented the *Annual Open Meetings Act Resolution* to the Board.

The Annual Open Meetings Act Resolution needs to be reviewed annually. The purpose of the document is to list time, date, place and frequency of the Board of Trustees meetings to remain in compliance with the New Mexico Open Meeting Act.

No changes were made to the *Annual Open Meetings Act Resolution*.

*Motion:* Mr. Sisneros made a motion to accept the *Annual Open Meetings Act Resolution* to be approved as presented. With a second from Mr. Jeffrey, a roll call vote was taken.

Roll call vote:

William "Cotton" Jarrell- Yes  
Donald Belknap, MD- Yes  
Shawn Jeffrey- Yes  
Gene Sisneros- Yes  
Richard Cardenas- Yes

Motion carried.

### **Manager's Report**

#### **COVID19 Vaccine Activities (Attachment C)**

Rhonda Moniot, RN, MSN/Director of Clinic Operations, updated the Board on the following:

## MCMC Approach

- Phase I- Healthcare Workers, First Responders
- Phase II- Community
  - Senior citizens and the elderly population
  - People of all ages with comorbid and underlying conditions that put them at a *moderately* higher risk
  - K-12 teachers and school staff and child care workers
  - Critical workers in high risk settings
  - People in prisons, jails, detention centers and similar facilities
- Phase III- Community
  - Workers in industries and occupations important to the functioning of society and at increased risk of exposure not included in Phase I or Phase II

## Phase I- Healthcare Workers

- Completed in December/January
- 122 MCM Employees have been vaccinated out of the full list of 250 employees so 48.8% of MCMC Employees are vaccinated
- 37 of 53 Long Term Care Staff have been vaccinated
- A number of staff did not qualify as they had tested positive over previous weeks
- Hospital around the stat are reporting a significant number of healthcare workers are declining to take the COVID19 Vaccine

## Phase II-III Challenges

- Vaccine storage
- Two dose vaccine
- Availability within State/Nation
- Advance notice/delivery uncertain
- DOH Web registration
- Billing and charging for vaccine administration
- Impact on MCMC Clinic

## Event One- DOH/MCMC

- Thursday, January 21, 2021
- Convention Center
- DOH registration via Web
- 380 doses administered

## Event Two- MCMC Pilot

- Friday, January 21, 2021
- 9 am to 12 pm
- Goal of 250 doses to Community

**Future Events (Under Construction)-**

- Goal 4,000-5,000 doses over next 12-16 weeks
- Dedicated day of the week (Fridays)
- Coordination of second dose is an ongoing challenge
- Single dose vaccine in the works would ease administrative burden
- Utilize DOH Website to identify and schedule recipients
- At some point, MCMC will move to offering vaccine only through clinic visits, anticipate this will be once single dose vaccine is available

**Financial Report (Attachment D)**

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
- Other Results
- COVID-19
- FY 20 Audit & Medicare Cost Report
- Budget Appropriation Request- FY22
- Capital Outlay

Cash on hand as of December 31, 2020 is \$8.2 million.

Patient accounts receivable is at \$4.6 million.

Gross revenue is \$20.5 million dollars, up about 3.4% from same time last year.

Inpatient admissions are up 17% from the prior year.

Outpatient admissions are up by about 2%.

Births at MCMC are up about 23% from same time last year.

The Fiscal Year 2020 Audit is not yet approved for release by the State of New Mexico.

\$2 million of Capital Outlay has been committed to the purchase of equipment.

*Motion:* Mr. Sisneros made a motion to accept the Financial Report to be approved as presented. With a second from Mr. Cardenas, a roll call vote was taken.

Roll call vote:

William "Cotton" Jarrell- Yes

Donald Belknap, MD- Yes

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Shawn Jeffrey- Yes  
Gene Sisneros- Yes  
Richard Cardenas- Yes

Motion carried.

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

Mr. Beames provided the following update to the Board:

**Emergency Preparedness/Community-**

The MCMC Emergency Preparedness Incident Command System (ICS) is still activated and weekly briefings are taking place. Hospitals across New Mexico are beginning to see the volume of inpatient admissions come down. Currently, New Mexico Hospitals are experiencing approximately 650 COVID admissions, compared to a high of more than 850 inpatients during the peak of the virus surge.

Patient and employee screening for COVID19 is ongoing, and currently hospital visitors are limited to one for end of life and for beginning of life situations.

COVID19 Vaccination for all local healthcare workers (Tier 1A) and Long Term Care residents has been completed and effort now turns to vaccination of community members with the primary focus on the elderly and those with underlying health conditions.

**Medical Staff-**

Angel Wright, MD, General Surgeon has submitted her resignation effective March 1, 2021. Dr. Wright intends to travel to Argentina to engage in both training and teaching in the field of General Surgery. Dr. Wright anticipates the position in Argentina take an entire year, and has stated that she may be interested in returning to MCMC should a position be available upon her return.

Dena Lewis, CNP has joined MCMC and has begun as an inpatient provider. She will cover 2 weeks of each month to complement Mark Bayliss, PA. This would reduce the inpatient burden to clinic providers who will still back up the PA and CNP.

MCMC has engaged the Delta recruitment firm to search for a Family Practice physician and a General Surgeon to replace Dr. Wright.

Lynne Cappellucci, CNP has resigned.

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MCMC Long Term Care-

The New Mexico Department of Health has accepted the LTC Survey Plan of Correction and all deficiencies have been cleared.

Due to the COVID19 pandemic, The Wellness Center continues to remain closed at this time.

Additionally, visitor restrictions are still in place within Long Term Care in accordance with State Department of Health regulations. Compassionate Care visits are being offered in the back remodeled patio of the memory unit.

Current Census at LTC is 12 Miners and 5 Non-Miners for a total census of 17.

13 of 17 LTC Residents received the COVID19 Vaccine.

37 of the 53 LTC staff have been vaccinated for COVID19.

The primary focus of LTC for 2021 is growing the census.

Workforce Development/Human Resources-

Current RN Agency Staffing stands at 10 RN (4 ER, 2 Med/Surg, 4 OB, 0 LTC) which is four less than the month prior. Current Radiology Tech Agency Staffing stands at 3, Laboratory at 6 and Respiratory 1.

Evalee Malespini, RN has joined MCMC as the new Surgical Services Manager.

Denise Daves, RN, Chief Nursing Officer has resigned her position to take a staff RN position within Long Term Care.

Lana Helton, RN has resigned as ER Manager and a search for her replacement is underway.

Quality & Patient Safety-

The Clinical Laboratory underwent its 2-day biannual accreditation survey by The Joint Commission (TJC) on October 8-9. MCMC completed the Evidence of Standards Compliance and has now received its full laboratory accreditation through October 2022.

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Facilities & Construction-

The Automated Medication Administration System (Omniceil) replacement project is underway as the current system is 10 years old and will no longer be supported. It is anticipated that the full installation and implementation will be completed by end of the first Quarter of 2021.

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.

Karina Dozal has joined the Black Lung program as Outreach Specialist. The position is funded through the Black Lung HRSA Grants and will be key part of promoting services and development of program offerings.

The new Mobile Outreach Van arrived on November 16. The next mobile clinic offering is unknown at this time. The 2021 Mobile Outreach Clinic Calendar will be revised pending the ongoing situation related to the COVID19 global pandemic.

Key Dates-

Friday, March 19, 2021- MCMC Board Meeting

Executive Session

*Motion:* At 2:25 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 Ms. Jeffrey, a roll call vote was taken.

Roll call vote:

William "Cotton" Jarrell- Yes

Donald Belknap, MD- Yes

Shawn Jeffrey- Yes

Gene Sisneros- Yes

Richard Cardenas

Motion carried.

*The Board of Trustees returned to Open Session at 2:55 pm.*

Open Session/Announcements

No announcements were made



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**Adjournment**

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

Roll call vote:

William "Cotton" Jarrell- Yes

Donald Belknap, MD- Yes

Shawn Jeffrey- Yes

Gene Sisneros- Yes

Richard Cardenas- Yes

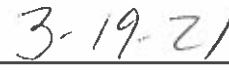
Motion carried and the Board of Trustees Regular Meeting was adjourned at 2:55 pm.

**Attest:**

  
\_\_\_\_\_  
William "Cotton" Jarrell, Chair

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Shawn Jeffrey, Secretary/Treasurer

  
\_\_\_\_\_  
Date