

August 20, 2021

**MINERS' COLFAX MEDICAL CENTER
MEETING OF THE BOARD OF TRUSTEES**

Call to Order

Vice Chairman Dr. Belknap called the meeting of the Miners' Colfax Medical Center Board of Trustees to order August 20, 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 via Telephone
Donald Belknap, MD, Vice Chairman
Gene Sisneros, Secretary/Treasurer
Shawn Jeffrey, 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

Vice Chairman Dr. Belknap 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 August 20, 2021 Regular Board Meeting.

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

Motion carried.

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Correction/Approval of Minutes

The Board Members present reviewed the minutes of the July 16, 2021 Regular Board meeting. Mr. Sisneros 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

Richard Cardenas- Yes

Gene Sisneros- Yes

Shawn Jeffrey- Yes

Motion carried.

Executive Session

Vice Chairman Dr. Belknap 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 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

Richard Cardenas- Yes

Gene Sisneros- Yes

Shawn Jeffrey- Yes

Motion carried.

The Board of Trustees returned to regular session at 1:08 pm.

Medical Staff Privileges and Appointments (Attachment A)

Dr. Conder informed the Board that eight (8) providers were recommended by the Credentials Committee for reappointment: Donald Belknap, MD Emergency Medicine; Tarun Girota, MD Teleneurology; Dave Hudson, CRNA; Maximus L'Amour, MD General Surgery; Narges Moghimi, MD Teleneurology; Paul Rastrelli, MD Ophthalmology; Tarek Salem, MD Pathology; Ammar Taha, MD Teleradiology; each for 2 years.

Dr. Conder informed the Board that two (2) providers were recommended by the Credentials Committee for new appointment: Rajesh Gogia, MD Teleradiology; Forrester Lensing, MD Teleradiology; each for 1 year.

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Motion: Ms. Jeffrey made a motion to accept the Credentials Committee's recommendations to be approved 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

Richard Cardenas- Yes

Gene Sisneros-

Shawn Jeffrey- Yes

Motion carried.

Medical Staff Report

Dr. Conder provided the following update:

- The COVID19 pandemic has created some challenges for MCMC regarding staffing and testing. Nursing staff is being cross trained in other departments to help accommodate for the nursing shortage.
- MCMC does have the monoclonal antibody available for those positive patients that qualify for the infusion.
- There have been several positive cases of COVID19 within the MCMC staff, including the non-clinical areas.
- There are currently two in-house COVID19 positive patients.
- Suggested corrections from the July Board of Trustees Meeting to the Medical Staff By-laws were discussed and will be presented to the Board of Trustees today for their approval.
- COVID19 booster vaccinations will begin in September for immunocompromised individuals who have gone eight months since their second vaccination.

Business/Action Items

HR Policies (Attachment B)

Shift Differential

MCMC came to a mutual agreement with our local union, CWA to update the Shift Differential policy to reduce the four shift classifications to only three shifts. The policy was also updated so that staff who work the night, evening and weekend shifts would receive additional pay to their hourly salary in accordance with scheduled shifts worked. This policy will be in effect from July 29, 2021 to December 31, 2024.

Stand-by and Call Back Pay

This policy was updated so that wages for staff that are on call will be increased from \$2.00 per hour to \$2.25 per hour.

These policy changes were agreed upon during the union negotiations this year and have been approved by the Governor.

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Motion: Mr. Sisneros made a motion to accept the *Shift Differential and Stand-by and Call Back* policy changes 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

Richard Cardenas- Yes

Gene Sisneros-

Shawn Jeffrey- Yes

Medical Staff By-Laws (Attachment C)

The Board of Trustees were provided with a draft copy of the MCMC Board of Trustees By-Laws for review.

Changes that were presented at the July 2021 Board of Trustees Meeting were approved according to the Conditions of Participation as follows:

- Part II- Page 6; Section 3.1.75
Added language that requires practitioner to notify the MEC of suspension or restriction of privileges by another hospital. If not compliant, and does not notify MEC, the practitioner automatically relinquishes privileges at MCMC.
- Part II- Page 11; Section 5.1.1
Clarifies that hearing panel members may be retired and do not have to be active members of MCMC Medical Staff.
- Part III- Page 3; Section 2.2.15
Added Language that was missing to specify the educational, certification and supervision requirements for a Physician Assistant.

Motion: Mr. Sisneros made a motion to approve the Medical Staff By-Laws 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

Richard Cardenas- Yes

Gene Sisneros- Yes

Shawn Jeffrey- Yes

Manager's Report

Employee Vaccination and Testing (Attachment D)

Barbara Duran, HR Director gave the following presentation:

Governor's Order- Employee Vaccination and Testing

Summary of Order

- Executive Order 2021-046
 - Effective date of August 2, 2021
 - State employees shall provide one of two items
 - Proof of vaccination
 - Proof of negative test on a weekly basis
 - Wear a mask in all State buildings

MCMC Plan

- Human Resources Department
 - Track weekly testing for each employee required to test
 - Send out reminder notice every week
 - Assist employees with resources to test and/or receive the vaccine
 - Two ways to test
 - Appointment with the Department of Health
 - Monday & Wednesday 9:00 am to 10:00 am by appointment
 - Vault at-home test
- Possible impact on MCMC
 - What happens when an employee is non-compliant?
 - First time HR and the supervisor and/or manager will meet with the employee and arrange for testing
 - During this time HR will explain to the employee that this will result in progressive discipline up to and including termination
 - Termination is not the goal. HR will work with the employee as much as possible to assist the employee
- Public Health Order- August 17, 2021
 - Hospital workers, congregate care facility workers
 - Unless you qualify for an exemption
 - Must receive the first dose of a COVID-19 vaccine within 10 days of the effective date of this Order and their second dose within 40 days of their first dose of the COVID-19 vaccine
 - Provide proof of vaccination or exemption to their respective supervisor
 - Medical condition which immunization would endanger their health, or they are entitled under the Americans with Disabilities Act (ADA), Title VII of the Civil Rights Act of 1964, or any other applicable law to a disability-related accommodation of sincerely held religious belief
 - Contractors who are hospital workers shall provide proof of vaccination
 - MCMC is working with SPO and DOH on getting resources to assist with testing and vaccine distribution

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EMR Migration Project (Attachment E)

MCMC will be forced to change the Electronic Medical Record (EMR) Service provider. Lonny Medina, CFO gave the following recommendation for Board approval:

EMR Steering Committee

- Bo Beames, CEO
- Lonny Medina, CFO
- Rhonda Moniot, CNO
- Cindy Johnson, Pharmacy Director
- Dave Shaver, IT Director
- Rae Hager, Quality Manager

Timeline

- CPSI Centriq sunsets- December 31, 2022
- CPSI Thrive Demonstrations- June 23, 2021
- Initial Cerner Presentation- July 8, 2021
- Cerner Demonstrations- August 4, 2021
- Initial Meditech Presentation- August 11, 2021

Cost Proposals

- CPSI Thrive
- Cerner
- Meditech

Recommendations

- Cerner
 - Modern up-to-date Cloud technology
 - Vastly improved patient and staff experience
 - One patient record with fully integrated system across hospital, long term cares, clinics, specialties and more
 - Streamline clinical processes and charge capture
 - Removes current interfaces and paper processes
 - Cerner staff manages all updates
 - Enhances patient safety
- High market share/added more CAHs in the last 3 years than all other vendors combined
- Good reviews from current staff and outside users
- No more software migrations

The migration project with Cerner will cost MCMC \$1.8 million over a period of 10 years to be made in monthly payments.

Motion: Ms. Jeffrey made a motion to approve the Cerner as the EMR Migration Project service provider as suggested. With a second from Mr. Sisneros, 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

Shawn Jeffrey- Yes

Financial Report (Attachment F)

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 is at \$9.4 million. This is down 8 days cash as money was spent on capital.

Patient account receivable is at \$6.8 million and is up from \$6.2 million.

Accounts payable is at \$620,000.

Gross revenue is at \$3.8 million.

Inpatient admissions are and surgery day cases are both down from the same time last year.

Outpatient admissions are up this year.

No LTC admissions were made during this year.

Observation admissions, ER admissions and clinic admissions are all up for the year.

Births are at 6 for the month.

MCMC has received about \$7.9 million in Federal COVID funds.

The MCMC audit is due in September.

The Financial Department is preparing for the 2023 Budget Appropriation by the State Legislature.

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Motion: Mr. Sisneros made a motion to accept the Financial Report to be approved 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

Richard Cardenas- Yes

Gene Sisneros- Yes

Shawn Jeffrey- Yes

Motion carried.

Administrator's Report (Attachment G)

Mr. Beames provided the following update to the Board:

Emergency Preparedness/Community-

The MCMC Emergency Preparedness Incident Command System (ICS) has been re-established. The COVID19 census for hospitals across the state in aggregate has risen to more than 300 cases. The average number of cases per day for the state has surged from 75-150 to more than 800 cases per day over the past month. Colfax County reported 12 new cases yesterday and the number of new cases has risen by more than 100 in the past week to 866.

The fully vaccinated rate within Colfax County is currently 67.7%.

Entry Control Point Screening for Visitors and Patients is still in effect with screening that includes sign-in of visitor/patient with contact info (phone), body temperature check and attestation that they are symptom free logged at entry.

Medical Staff-

MCMC is currently recruiting for an Emergency Room Physician to replace Renee King, MD who has resigned her position as Emergency Department Physician and ER Medical Director. Donald Primer, MD of Aguilar, CO has begun his employment as Hospitalist/Family Practice provider.

The Medical Staff By-laws Committee and Medical Executive Committee has completed its revision of the Medical Staff By-laws and they have been presented to the full Medical Staff. At the regular meeting of the MEC on August 11, the committee unanimously approved additional amendments to the newly revised Medical Staff by-laws and are recommending approval by the Board of Trustees.

MCMC Long Term Care-

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

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Current Census at LTC is 12 Miners and 5 Non-Miners for a total census of 18.

Most recently, 3 vaccinated Miners at LTC tested positive for COVID19 as well 4 LTC Staff. All are in process of completing quarantine and isolation protocols.

Workforce Development/Human Resources-

Current RN Agency Staffing stands at 10 RN (5 ER, 3 Med/Surg & ICU, 2 OB, 0 LTC) which is same as the month prior. Current Radiology Tech Agency Staffing stands at 3, Laboratory at 5 and Respiratory at 1 (no changes from last month).

Quality & Patient Safety-

Emergency Room survey scores have risen from below the 25th percentile to above the 65th percentile on the Press Ganey Survey.

New quality measure/performance indicators have been established for the Human Resources department.

An update on the Quality and Performance Improvement Strategic Initiative is planned for the September Board meeting.

Facilities & Construction-

The installation of the video surveillance security system is currently underway within acute and care and long-term care.

MCMC has received preliminary plans for finish out of the large atrium to convert it to an Emergency Incident Command Center and COVID19 Overflow area. Once necessary building permits have been received by the contractor, construction work on the project will begin.

Auxiliary-

The Auxiliary re-opened the gift shop on June 1, 2021. All Auxilians working in the store have been vaccinated and they will continue to require COVID19 Safe Practices. Hours will be limited to 10am-1pm Monday through Friday.

The Auxiliary approved the purchase of new Ultrasound Probes in the amount of \$19,000 to go with the new Ultrasound Unit that was funded by our ROAMS HRSA granted in the amount of \$78,000.

Outreach-

Charles Pollard has resigned as Black Lung and Outreach Coordinator. A search for his replacement is underway.

Dr. Conder, Dr. Belknap and Mr. Beames attended a partner dinner held at Philmont Scout Ranch on August 10. Philmont experienced more than 24,500 participants this summer which established a new record for attendance.

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The Regional Agency Intervention Network (RAIN) held an Action Team Planning meeting facilitated by Retha Shiplet and Paul Jenkins in August. Cindy Johnson, Pharm D, Loretta Conder, MD and Mr. Beames participated on behalf of MCMC.

Key Dates-

Friday, September 17, 2021- MCMC Board Meeting

Executive Session

Motion: At 2:30 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

Richard Cardenas- Yes

Gene Sisneros- Yes

Shawn Jeffrey- Yes

Motion carried.

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

Richard Cardenas- Yes

Gene Sisneros- Yes

Shawn Jeffrey- Yes

Motion carried and the Board of Trustees Regular Meeting was adjourned at 2:56 pm.

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Attest:



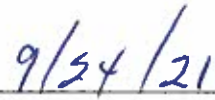
William "Cotton" Jarrell, Chair



Date



Gene Sisneros, Secretary/Treasurer



Date