

March 18, 2022

**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 March 18, 2022 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
Dr. Donald Belknap, Vice Chairman (via telephone)
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
Rhonda Moniot, CNO
Jayna Saiz, 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

The Board Members reviewed the presented Agenda of March 18, 2022, Regular Board Meeting.

Motion: Mr. Sisneros, made a motion to approve the agenda as amended. With a second from Ms. Jeffrey, a roll call vote was taken.

Roll call vote:
William "Cotton" Jarrell- Yes
Dr. Belknap- 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 February 18, 2022, Regular Board meeting.

Motion: Mr. Sisneros, made a motion to approve the minutes as presented. With a second from Ms. Cardenas, a roll call vote was taken.

Roll call vote:

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

Motion carried.

Recognition of Cares Champion

Our CARES Champion this month is a very humble individual, who didn't wish to share their name but was recognized for their service to MCMC.

Recognition of Minors Colfax Medical Center The American Hospital Association sent a plaque this week, recognizing Miners Colfax Medical Center on the occasion of its 50th anniversary as a member of the American Hospital Association in 2022.

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 1:06 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
Dr. Belknap- Yes
Richard Cardenas- Yes
Gene Sisneros- Yes
Shawn Jeffrey- Yes

Motion carried.

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The Board of Trustees returned to regular session at 1:21 pm.

Medical Staff Privileges and Appointments (Attachment A)

Dr. Belknap informed the Board that seven (7) providers were recommended by the Credentials Committee for reappointment: Desai Masoom, MD TeleNeurology; Rajesh Gogia, MD TeleRadiology; Maryam Hosseini Farahabadi, MD TeleNeurology; Monika Manchanda, MD TeleNeurology; Farid Radmanesh, MD TeleNeurology; Brad Roberts, MD Emergency Medicine; Loutsios Ierides, MD Cardiology; each for 2 years.

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

Dr. Belknap- Yes

Richard Cardenas- Yes

Gene Sisneros- Yes

Shawn Jeffrey- Yes

Motion carried.

Medical Staff Report

Bo Beames, provided the following update to the Board of Trustees:

- - ER Clinical Services Committee elected Dr. Tony Salazar as Chair. Also covered in our meeting were clinical, financial, and operational improvements pertaining to the MCMC Emergency Room. Rhonda Moniot, CNO and Linda Hogg, ER Manager facilitated this meeting and the following updates.
 - (PPEC) Professional Practice Evaluation Committee: A proactive good-faith effort to ensure high-quality care is delivered by our medical staff. The PPEC is led by MCMC Chief Medical Officer and the MCMC Quality Manager.
 - ER provider Dr. David Jacobson joins MCMC staff, from Houston, Texas. He will be picking - up approximately six (6) shifts per month, starting the 23rd of March.
 - The Credentials Committee met and worked on the MCMC low volume policy.

Business/Action Items

Capital Plan FYE 2023-2025 (Attachment B)

Lonny Medina, CFO updated the Board of Trustees on the following:

- The MCMC (5) year Capital Plan. MCMC has planned to spend up to a million dollars on equipment to maintain the hospital.
- Current cash balance for MCMC is \$9.2 million dollars.

Motion: Ms. Jeffrey, made a motion to accept the *Capital Plan FYE 2023-2025*. With a second from Mr. Sisneros, a roll call vote was taken.

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Roll call vote:

William "Cotton" Jarrell- Yes

Dr. Belknap- Yes

Richard Cardenas- Yes

Gene Sisneros- Yes

Shawn Jeffrey- Yes

Motion carried.

Manager's Report

Workforce Development Update (Attachment C)

Rhonda Moniot, CNO gave the Board of Trustees an update on the following topics:

- KPI Score Card 2022: Reflects a reduction in Agency Staff progressively since 2018.
- Active Recruitment Efforts
- Black Lung/Outreach Program
- HR Challenges: Covid-19 & Workforce
- Compensation and Wages: Minimum wage is set to increase on July 1, 2022, to \$15.00
- WFD Agenda FYE 2021-2022

Long-Term Care Annual Department of Health Survey and Plan of Correction (Attachment D)

Dr. Barry Singleton, LTC Administrator gave the Board of Trustees an update on the following topics:

- LTC Annual DOH Survey & POC: Annual New Mexico Department of Health Facility Inspections on February 3, 2022, and February 8, 2022.
- New Mexico Department of Health Plan of Correction March 1, 2022
- Examples of Corrective Action Steps
- Examples of Monitoring Actions
- Long-Term Care Survey Comparisons* the Calendar Year 2021
- Wellness Center Phase Opening

Financial Report (Attachment E)

Lonny Medina, CFO provided the following Financial Report:

- Financial Results Year-to-date Unaudited
- Gross Revenue by Financial Class
- Revenue Cycle

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

9.25 million in cash

94.6 days of cash on hand

34.7 million billed year- to- date, was at 27 million last year

Net patient revenue 16.7 million, last year 12.8 million

14% surgery day care

12 admissions to LTC

Observations are up 35%

Clinic admissions up 7.5 %

Land grant permanent fund 7 million gain last month 5 million loss this month

Covid -19 assistance- 2nd round of reporting will begin next month

Request 2-3 million additional due to traveling nurses

3% wage increase on April 1, 2022 will cost \$129K for 3 months

July 1, 2022 the minimum increase will get 4.0% for each employee

EMR- Cerner was here Tuesday and Wednesday of this past week

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

Dr. Belknap- Yes

Gene Sisneros- Yes

Richard Cardenas- Yes

Shawn Jeffrey- Yes

Motion carried.

Administrator's Report (Attachment F)

Mr. Beames gave the Board of Trustees an update on the following topics:

Emergency Preparedness/Community-

- The COVID-19 census for hospitals across the state in aggregate has dropped to below 200 hospitalizations and appears to be continuing to decline. The average number of cases per day for the state has decreased over the past month and is averaging over 300 or less per day. This is a decrease of approximately 1,200 cases per day as compared to the month prior. Colfax County reported 2-3 new cases per day. The MCMC inpatient COVID19 census is seeing fewer cases and no admissions over the past 2 weeks. Employees contracting

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COVID 19 are down significantly with no new reports of employee staff with COVID over the past 2 weeks.

- Entry Control Point Screening for Visitors and Patients is still in effect and MCMC has implemented an automated screening system "Repticity" that eliminates manual sign in processes for staff, contractors and visitors. The system also ensures compliance with NM DOH requirements for screening.

Medical Staff-

- A PRN Emergency Room Provider, Dr. Donald Jacobson has been employed to help provide additional ER coverage. Dr. Jacobson previously has worked with Dr. Victor Cruz, our general surgeon, while in Deming, NM.
- The inaugural Emergency Room Clinical Service Committee meeting was held Thursday, March 10 with robust discussions on operational, financial, and clinical improvements being addressed in the meeting.

MCMC Long Term Care-

- Due to the COVID19 pandemic, The MCMC Wellness Center continues to remain closed at this time. MCMC continues to monitor the current COVID situation with the hope that the Wellness Center can re-open in the near future.
- Current Census at LTC is 15 Miners and 7 Non-Miners for a total census of 22
- Visitors are allowed with COVID19 screening for symptoms.
- The Annual Department of Health Long Term Care Healthcare Survey was conducted on January 31, thru February 2, 2022. The MCMC DOH 2567 Corrective Action Form has been submitted to DOH and the DOH has accepted the plan.

Workforce Development/Human Resources-

- Current RN Agency Staffing stands at 16 RN (6 ER , 3 Med-Surg & ICU, 4 OB, 2 LTC which is three more than the month prior. Current Radiology Tech Agency Staffing stands at 5, Laboratory at 4 and Respiratory at 1 which is the same as last month.
- MCMC has been hosting a new crop of potential nursing graduates from Trinidad State College (25 plus) for their clinical rotations over the next several months.
- Wage increases for all State of New Mexico Employees are planned over the months ahead. An initial increase is planned for the first pay period in April 2022 and a second increase is anticipated to occur the first full pay period in July 2022.

Quality & Patient Safety-

- Our CERNER Journey Team is working to review standard quality reports that are offered as part of the system we are working to implement later this year. CERNER representatives have been on site most of the week to work with our management team to conduct Workflow and Integration activities as CERNER builds the EMR system to meet our MCMC specifications.
- MCMC Mandatory Flu vaccination rate stands at 99% of employees vaccinated.

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Facilities & Construction-

- Construction work for the finish out of the large atrium to convert it to an Emergency Incident Command Center and COVID-19 Overflow area is underway but has been delayed due to a shortage of HVAC components. The project is expected to be completed by end of April 2022.
- MCMC is researching options for the replacement of the patient call system for acute care and long-term care. The current system is more than 12 years old and replacement parts are no longer available. The estimated cost for a new system is approximately 300-400 thousand dollars.
- Comcast cable discontinued service on February 22, 2022. Direct TV has now been installed as a TV replacement system both at LTC and the ACF. The MCMC Auxiliary graciously approved the purchase of 9 TV's up to \$4,800.00 Sarah Zmich and Jayna Saiz attended the MCMC Auxiliary meeting on Bo's behalf Ms. Saiz has applied to join the Auxiliary.

Outreach-

- The Black Lung Outpatient Clinic was canceled on Tuesday, March 15, 2022 due to the passing of the Respiratory Therapy Manager, Annie Abbott on March 10, 2022.
- Interviews are being conducted for the Black Lung Outreach Specialist position and for the clinical assistant position.

Key Dates-

- Friday, April 15, 2022- MCMC Board of Trustees Meeting

Executive Session

Motion: At 3:12 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

Dr. Belknap- Yes

Richard Cardenas- Yes

Gene Sisneros- Yes

Shawn Jeffrey- Yes

Motion carried.

The Board of Trustees returned to Open Session at 3:47 pm.

Open Session/Announcements

No announcements were made

Adjournment

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

Roll call vote:

William "Cotton" Jarrell- Yes

Dr. Belknap- Yes

Richard Cardenas- Yes

Gene Sisneros- Yes

Shawn Jeffrey- Yes


Motion carried and the Board of Trustees Regular Meeting was adjourned at 3:48 pm.

Attest:



William "Cotton" Jarrell, Chair
Donald Belknap, MD

4/15/22
Date



Gene Sisneros, Secretary/Treasurer

4/15/22
Date