

April 15,2022

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

Call to Order

Dr. Belknap, called the meeting of the Miners' Colfax Medical Center Board of Trustees to order on April 15, 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 -absent
Dr. Donald Belknap, Vice Chairman
Gene Sisneros, Secretary/Treasurer
Shawn Jeffrey, Member
Richard Cardenas, Member

A roll call vote was taken to acknowledge all Board Members present, except William "Cotton" Jarrell, Chairman, was absent.

Staff: Bo Beames, CEO
Lonny Medina, CFO
Dr. Loretta Conder, MD, Chief Medical Officer
Jayna Saiz, Recorder
Sarah Zmich, Recorder

Visitors: no visitors present

Pledge of Allegiance

Dr. Belknap 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 April 15, 2022, Regular Board Meeting.

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

Roll call vote:
Dr. Belknap- Yes
Richard Cardenas- Yes
Gene Sisneros- Yes
Shawn Jeffrey- Yes

Motion carried.

Correction/Approval of Minutes

April 15,2022

The Board Members present reviewed the minutes of the March 18, 2022, Regular Board meeting.

Motion: 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:

Dr. Belknap- Yes

Richard Cardenas- Yes

Gene Sisneros- Yes

Shawn Jeffrey- Yes

Motion carried.

Recognition of Cares Champion

Our CARES Champion this month is Heather Alderette, RN

Heather Alderette has been employed with MCMC for 12 ½ years. Heather started her career with MCMC as a nurse aide and continued her education and is currently employed as an ICU RN. Heather is continually looking for ways to improve patient care. Her priority is to give the patient the best care possible by treating every patient as if it was her own family member.

She shows respect to all patients and family members as well as her co-workers by being responsive to their needs and request. Heather engages with each patient and family member to make them feel as comfortable as possible to avoid as much stress and anxiety as possible. She holds herself to the highest level of responsibility.

During COVID Heather worked endless hours caring for patients in the ICU witnessing some very ill patients. She cared professionally and personally for patients sometimes crying with the family because she put all her heart into the care of the patient. She also volunteered to go to LTC and give COVID injections to make sure staff were taken care of with as little discomfort and stress to them.

Executive Session

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 1:07 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:

Dr. Belknap- Yes

Richard Cardenas- Yes

Gene Sisneros- Yes

April 15, 2022

Shawn Jeffrey- Yes

Motion carried.

The Board of Trustees returned to regular session at 1:14 pm.

Medical Staff Privileges and Appointments (Attachment A)

Dr. Conder, informed the Board that two (2) providers were recommended by the Credentials Committee for reappointment: Kevin Diamond, CRNA, Nurse Anesthetist, and Leonardo Lopez, MD Acupuncture, Pediatrics, Internal Medicine; each for two years.

Dr. Conder, informed the Board that two (2) providers were recommended by the Credentials Committee for new appointments: Eric Appelt, MD TeleRadiology, and David Jacobson, MD Emergency Medicine; each for two 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:

Dr. Belknap- Yes

Richard Cardenas- Yes

Gene Sisneros- Yes

Shawn Jeffrey- Yes

Motion carried.

Medical Staff Report

Dr. Conder provided the following update to the Board of Trustees:

- ER Clinical Service Committee had its first meeting of the year.
- Dr. Tony Salazar agreed to take the responsibility of Chair of the ER committee.
- Raton has two Mental Health providers, Crossroads and Pinwheel. Pinwheel has agreed to see our patients in the ER if a Mental Health professional is needed. This is a huge resource because they also deal with addiction which is also at times an ER issue.

Business/Action Items

Annual Required Training Policy (Attachment B)

Bo Beames, presented the Board of Trustees with the recently drafted Annual Required Training Policy:

(Enclosed in BOT Packet) Ms. Jeffrey suggested moving 6.2.2 before 6.2.1 for clarity.

Motion: With the change recommended by Ms. Jeffery, Mr. Sisneros, made a motion to accept the Annual Required Training Policy. With a second from Ms. Jeffrey a roll call vote was taken.

April 15,2022

Roll call vote:

Dr. Belknap- Yes

Richard Cardenas- Yes

Gene Sisneros- Yes

Shawn Jeffrey- Yes

Motion carried.

Manager's Report

Medical Staff Model (Attachment C)

Mr. Beames, made the following presentation to the Board of Trustees:

MCMC Medical Staff Plan: Activities, Design, and Model 2022-2023

What are we trying to accomplish?

- Establish a collaborative, collegial approach to continued improvement
- Plan for an appropriate number of medical staff providers within the area

Design:

- MS By-Law Transformation in 2021
- Re-configured Clinical Service Committees
- Move more to a "Culture of Improvement"
- CSC Agenda for "Improvement"
 - Clinical (P&P)
 - Operational
 - Financial
- PPEC (Professional Practice Evaluation Committee)

Medical Executive Committee (MEC):

- The MEC serves as a Governance Body of the Medical Staff and reports to the Board of Trustees with regard to Medical Staff Quality Issues
- Re-elected officers through December 2023
 - Leonard Lopez, MD Chair
 - Jessica Roberts, DO Vice-Chair
 - Lorreta Conder, MD Communications Officer
- Meets monthly and receives reports from Clinical Service Committees
- Ensures that Medical Staff By-Laws are implemented

Clinical Service Committees (CSC):

- Meet 3-4 times per year
- Plan and implement improvements with support from management
 - Emergency Medicine Tony Salazar, MD
 - General Medicine Elizabeth Newman, MD
 - Peri-natal Surgery Jessica Roberts, Do

Professional Practice Evaluation Committee (PPEC):

- PPEC Composition: Professional Practice Evaluation Committee (PPEC) shall consist of at least four members of the medical staff. Representatives from nursing service and hospital administration will serve as ex officio members at the invitation of the chair.
- PPEC Responsibilities: The committee shall be responsible for;
 - A. Perform ongoing professional practice evaluations (OPPE) and focused professional practice evaluations (FPPE) when concerns arise from OPPE based on the general competencies defined by the medical staff. Outside peer review resources may be used for peer review if approved by the MEC.
 - B. Set expectations and define both individual and aggregate measures to assess current clinical competency, provide feedback to practitioners and develop plans for improving the quality of clinical care provided;
 - C. Actively be involved in the measurement, assessment, and improvement of activities of practitioner performance.

PPEC Continued:

- Case Identification & Selection
- Review Process
 - Utilization Review Criteria
 - Standard of Care
- Data Elements by Specialty (OPPE)
- Core Measures
- Specialty Measures (CERNER)
- Patient Feedback (PG, complaints, legal actions, etc.)
FPPE-Focused PPE
- New Provider
- Quality Deficit

Mr. Beames, gave an overview of the operations & staffing of the following Medical Staff Services :

- Emergency Room
- Acute Inpatient
- Obstetrics
- General Surgery
- Rural Health Clinic
- Long-Term Care Facility
- Concord Radiology Group
- LAB
- Anesthetist
- Administration

Did You Know?

- **Primary Care in the U.S.**
 - The U.S. primary care workforce includes **approximately 209,000** practicing Primary Care Physicians, 56,000 Nurse Practitioners (NP's), and 30,000 Physician Assistants (PA's) practicing primary care, for a total of nearly 295,000 Primary Care Professionals.
- **“Proportional Erosion of the Primary Care Physician Workforce**
 - Has continued since 2010-Researchers reported that Primary Care Physicians comprise **30%** of the total physician workforce-down from 32% nine years ago.
- **Primary Care per 1000**
 - The WHO prescribes a doctor population ratio of 1:1000.

Financial Report (Attachment D)

Lonny Medina, CFO provided the following Financial Report:

- Financial Results Year-to-date Unaudited \$9,666,131
- Gross Revenue by Financial Class \$30,923,872
- Revenue Cycle 15.19% increase
- Land Grant Permanent Fund \$(2,616,404)
- Other Results \$6,545,653 current month
- COVID-19 \$8,379,027
- FY 22 Audit & Medicare Cost Report-CliftonLarsonAllen LLP-auditors
- Budget Appropriation Request- FY22 & FY23 \$36,422,800
- Capital Outlay- Total Capital Outlay committed to FY22 \$1,116,427
- Electronic Medical Record Migration Project “Train the Trainer” to take place in the next 30 days.

Motion: Ms. Jeffrey 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:

- Dr. Belknap- Yes
- Gene Sisneros- Yes
- Richard Cardenas- Yes
- Shawn Jeffrey- Yes

Motion carried.

Administrator’s Report (Attachment E)

Mr. Beames provided the following update to the Board:

Emergency Preparedness/Community-

April 15,2022

- Covid cases have dropped to below 50 cases versus 200 a month.
- Repticity has been implemented at both facilities, screening staff, visitors, and contractors, keeping us in compliance with NM DOH requirements.

Medical Staff-

- Dr. David Jacobson is working 96hrs a month as a Part-time Emergency Medicine Provider.
- Dr. David Alcindor has signed a Letter of Intent to join MCMC as a Full-time Emergency Medicine Provider. He is currently in the process of having his NM Medical license activated

MCMC Long Term Care-

- Total Census is 21
- Wellness Center continues to remain closed at this time, with the hope of the Wellness Center re-opening in May.

Workforce Development/Human Resources-

- Current Agency Staffing 21 RN's, Radiology Tech Agency 5.
- A wage increase of 3% becomes effective April 22, 2022, the minimum wage of the state of NM employees of \$15.00 also goes into effect.

Quality & Patient Safety-

- Our CERNER Journey Team is helping to build the new EMR system to replace Centriq System, anticipated to go live in early September

Facilities & Construction-

- Construction on the atrium has been delayed due to a shortage of HVAC parts.
- Researching options for replacement of patient call system at an approximate cost of \$300K to \$400k
- LTC main elevator needs replacement, it will cost approximately \$90K

Outreach-

- Black Lung has two clinics this month to make up for the canceled clinic in March.
- Donna Martinez, joins the Black Lung Program as their new Outreach Specialist.
- Bobbi Gore, Black Lung will be part of the May BOT Meeting.

Key Dates-

- Board Meeting, Friday, May 27, 2022
- National Hospital Week, May 8-14
- National Nurses Week, May 6-12

Executive Session

April 15,2022

Motion: At 3:14 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:
Dr. Belknap- Yes
Richard Cardenas- Yes
Gene Sisneros- Yes
Shawn Jeffrey- Yes

Motion carried.

The Board of Trustees returned to Open Session at 3:29 pm.

Open Session/Announcements

No announcements were made

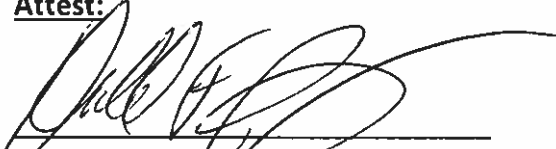
Adjournment

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.

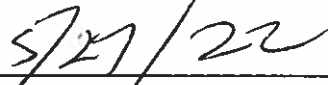
Roll call vote:
Dr. Belknap- Yes
Richard Cardenas- Yes
Gene Sisneros- Yes
Shawn Jeffrey- Yes

Motion carried and the Board of Trustees Regular Meeting was adjourned at 3:29 pm.

Attest:



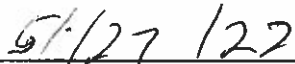
Dr. Donald Belknap, Vice Chairman



Date



Gene Sisneros, Secretary/Treasurer



Date