

April 21, 2023

**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 on April 21, 2023, at 1:00 pm. The meeting was held virtually in the Acute Care Conference Room at 203 Hospital Drive in Raton, NM.

Members: William "Cotton" Jarrell, Chairman
Gene Sisneros, Secretary/Treasurer
Shawn Jeffrey, Member (joined via telephonic communication)

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

Staff: Bo Beames, CEO
Lonny Medina, CFO
Victor Cruz, MD, Chief Medical Officer
Jayna Saiz, Recorder

Visitors: Anna Weybrew, Barbara Duran, Linda Hogg, Rae Hager, Rhonda Moniot, Dr. Barry Singleton, and Dr. Elizabeth Newman.

Pledge of Allegiance

William "Cotton" Jarrell, led Board Members, staff, and visitors present in reciting the Pledge of Allegiance.

Correction/Approval of Agenda

The Board Members reviewed the Agenda of April 21, 2023.

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

Roll call vote:

William "Cotton" Jarrell- Yes

Shawn Jeffrey- Yes

Gene Sisneros-Yes

Motion carried.

Correction/Approval of Minutes

Minutes from the BOT Meeting on March 17, 2023, were read and approved.

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

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Roll call vote:

William "Cotton" Jarrell- Yes

Shawn Jeffrey- Yes

Gene Sisneros- Yes

Motion carried.

Recognition of Cares Champion

Pang Moua, Med-Surge RN, was recognized as the CARES Champion for this month. Pang was unable to attend, so Barbara Duran accepted her gift card and recognition on her behalf.

Executive Session

William "Cotton" 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 Ms. Jeffrey, a roll call vote was taken.

Roll call vote:

William "Cotton" Jarrell- Yes

Shawn Jeffrey- Yes

Gene Sisneros-Yes

Motion carried.

The Board of Trustees returned to regular session at 1:23 pm.

Medical Staff Privileges and Appointments

Victor Cruz, MD, Chief Medical Officer, informed the Board that four (4) providers were recommended by the Credentials Committee for new appointment in April: Victor Cruz, MD Emergency Medicine and Colon and Rectal Surgery, Jonathan Moran, DO, Emergency Medicine, and Anthony Willis MD, TeleRadiology.

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

Shawn Jeffrey- Yes

Gene Sisneros- Yes

Motion carried.

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Medical Staff Report

Victor Cruz, MD, provided an update to the Board of Trustees on recent Medical Staff activities. He reported that the medical staff have been attending Clinical Services committee meetings and he feels it is really gaining traction.

CERNER is much better this month and has been running a lot smoother with less errors to report.

PPEC Committee, MEC Committee, and Clinical Provider Meetings have all seen improved participation and engagement.

A recent candidate for the clinic turned down our offer of employment because currently, MCMC doesn't offer reimbursement for repayment of college loans. Dr. Cruz is researching if there is a Federal source that could help MCMC offer something like that through the government.

Manager's Report

The Board of Trustees was presented with Amended By-Laws from the Ladies Auxiliary for approval. The proposed changes are listed below:

- Article 1- Section 3. Added a physical location
- Article 1-Section 4. Struck out, outdated requirements
- Article 2-Section 1. Added Mandatory background and fingerprinting program to adhere to hospital standards
- Article 2-Section 2A. Deleted an entry requiring dues. Dues are no longer required
- Article 2-Section 2 D. Active members have the right to vote
- Article 2- Section 3. Deleted all as no dues are required
- Article 9-Section 3. Deleted Martha Truscott Wright Scholarship
- Article 10-Section2. Added Co-Treasurer

Chair Jarrell, after reading through the amended Ladies Auxiliary By-Laws asked for a motion to approve the amended By-Laws.

Motion: Mr. Sisneros, made a motion to accept the amended Ladies Auxiliary By-Laws recommendations to be approved as presented. With a second from Ms. Jeffrey, a roll call vote was taken.

Roll call vote:

William "Cotton" Jarrell- Yes

Shawn Jeffrey- Yes

Gene Sisneros- Yes

Motion carried.

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Dr. Barry Singleton presented Long-Term Care Regulatory Survey & Outreach Update to the Board of Trustees.

- In an effort to inform miners about the benefits offered at the Miners Colfax Medical Center Long-Term Care facility Dr. Barry Singleton, visited the Dicaparl Minerals Mine in Socorro, NM. He highlighted his presentation by showing some pictures of the mine and his presentation.

Dr. Singleton also informed the Board of Trustees about the Quality Assurance Initiative Survey.

- Quality Assurance Initiative Survey is the observance of Medication Administration. The Long-Term Care facility adheres to a "Standard of Care" that requires 95% compliance in the quality assurance of medication administration. Medicine administration documentation, and steps to audit for ongoing compliance and overall quality improvement in this matter.

Dr. Singleton updated everyone present on the findings of the New Mexico Department of Health Survey of the Long-Term Care facility.

- New Mexico Department of Health Summary of Survey Findings for 2023 are as follows:
 - All concerns from residents expressed in the "Resident Council" will be recorded in Council minutes.
 - The resident's "Matrix Form" was reviewed and updated immediately upon discovery that an error was made and the information was not correct.
 - A review and update of the #16 resident's weight, as ordered by the physician was completed.
 - Resident #17's medication had been placed on hold and was immediately brought to the nurse's attention. The licensed nurse removed the medication and it was properly disposed of.
 - The boxes of Sysco margarine, Reliance potato fry crinkle cut box, and Hormel Natural Choice fully cooked pork sausage was immediately removed from the floor on 3/16/2023 and placed on food storage shelves in the "Walk-in-Cooler"

These are the things that were found to be out of compliance and corrected almost immediately and have been resolved.

Dr. Singleton also gave an update on the Facility Assessment for Miners Colfax Medical Center LTC of the Medicare and Medicaid Services to meet core Regulatory Standards. LTC must not only have enough staff to staff the current residents but must employ enough staff for the capacity of the facility, regardless of the number of residents that actually live in the facility.

Dr. Singleton as part of his outreach program made a visit and presentation to the Intrepid Mine in Carlsbad, NM. Making sure that the miners of New Mexico know that the Long-Term

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Care facility is here for them in their Golden Years. He highlighted his trip by sharing pictures of the mine and his presentation.

Linda Hogg, RN, ER Manager of the Trauma Program

MCMC is currently designed as a Level IV Trauma Program. Elements of Level IV Trauma Centers Include:

- Basic emergency department facilities to implement ATLS protocols and 24-hour laboratory coverage. Available trauma nurse(s) and physicians are available upon patient arrival.
- A Trauma Center may provide surgery and critical care if available. It will also have developed transfer agreements for patients requiring more comprehensive care at the most appropriate Trauma Center.
- MCMC Trauma Center incorporates a comprehensive quality assessment program, is involved with prevention efforts, and must have an active outreach program for its referring communities.

Rae Hager, BSN, RN, MCMC Quality Manager MCMC Quality presented by

- Definitions for Press Ganey Data.
 - N= Number of responses to a survey question, section, or overall.
 - Top Box+ Most favorable response that can be selected on the survey.
 - Percentile Rank= Tells you what percentage of scores in the peer group fall below (or above) our score.
- Press Ganey Q1-2023
 - ER N34 Top Box:58.30% Percentile Rank: 24th Time Record: Q1 2023
 - ER N48 Top Box:57.50% Percentile Rank: 22nd Time Record: Q4 2022
 - IN N23 Top Box:55.79% Percentile Rank: 35th Time Record: Q1 2023
 - IN N16 Top Box:47.04% Percentile Rank: 7th Time Record: Q4 2022
 - MD N70 Top Box:69.81% Percentile Rank: 24th Time Record: Q1 2023
 - MD N78 Top Box:58.08% Percentile Rank: 24th Time Record: Q4 2022
 - OU N50 Top Box:53.57% Percentile Rank: 1st Time Record: Q1 2023
 - OU N46 Top Box:60.54% Percentile Rank: 1st Time Record: Q4 2022

Antibiotic Stewardship

- Antibiotic Stewardship is a coordinated program that ensures the optimal selection, dose, and duration of an antimicrobial therapy that leads to the best

clinical outcome for the treatment or prevention of an infection while producing the fewest toxic effects and the lowest toxic effects and the lowest risk for subsequent resistance.

- Antibiotic Stewardship has 7 Core Elements
 - Leadership Commitment
 - Leadership Accountability
 - Drug Expertise
 - Action
 - Tracking
 - Reporting
 - Education

Financial Health Report

The Board of Trustees was presented with an update from Lonny Medina, CFO of Financial Health. The following updates were given as follows:

- CERNER/ Revenue Cycle Optimization
- Multiview Implementation (Budgeting and Financial Reporting Module)
- Clifton Larson Allen (CLA) Recommendations
- Capital Equipment and Projects
- Revenue Expense Plan
- Key Dates

\$895,868. in cash

27.1 days of cash on hand

Net patient revenue \$20,550,926., last year \$18, 878, 889.

Total gross revenue \$40,926, 975.

Actual cash received from patient services Y.T.D. \$19,008,658

Surgical Cases this month Y.T.D. 406

LTC admissions this month Y.T.D. 9

Observations this month Y.T.D. 230

Clinic admissions this month Y.T.D. 9,873

ER admissions this month Y.T.D. 3,942

MCMC Land Grant Permanent Fund Balance \$172,121,805

Administrator's Report

Mr. Beames provided the following update to the Board as follows:

Emergency Preparedness/Covid19 Global Pandemic

The Public Health Emergency for New Mexico has ended, and masks are no longer required for employees or visitors at the MCMC Acute Care Facility

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LTC is awaiting guidance from the state DOH as to whether masks are still required. Employees are still required to wear masks in the LTC facility until further guidance from the DOH or until the community transmission rate for COVID-19 drops further

Entry Control Point Screening for Visitors and Patients is no longer in effect at MCMC. Entry Screening Practices are still in effect for LTC until further guidance from DOH or until the community transmission rate for COVID-19 drops further.

MCMC Long-Term Care-

Dr. Barry Singleton made an LTC outreach presentation to miners in Kirtland, NM April 3-4

The current Census at LTC is 16 Miners and 6 Non-Miners for a total census of 22. LTC had one new non-miner (spouse of a former miner) admitted during the month of March.

Visitors are allowed with COVID-19 screening for symptoms.

The NM Department of Health conducted its Annual LTC Survey on March 2, 3, & 4. The final summary from the survey team has been received and surveyors had a total of 6 findings with 4 findings in care/treatment and 2 findings in Life Safety/Environment of Care categories.

Medical Staff-

MCMC has active searches underway for Family Practice (or Internal Medicine) MD/DO. Our most recent candidate declined our MCMC offer on account of not having a Student Loan Repayment program at this time.

PPEC continues to meet to conduct case reviews of clinical care by providers in the spirit of providing the best possible care to patients seen within MCMC.

Workforce Development/Human Resources-

Current RN Agency Staffing stands at 12 RN(4 ER, 3 Med-Surg & 0 ICU, 4 OB, 0 OR, and 1 LTC) which is 5 less than the month prior. Current Radiology Tech Agency Staffing stands at 4 (-2), Laboratory at 4 (same) and Respiratory at 1 (-1)

Mandatory Fire Extinguisher Training was conducted by the Raton Fire Department from April 17 through April 25 and employees were offered the opportunity to contribute COVID19 masks

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as fire fuel for the training session as a symbolic gesture of the end of the mask wearing requirement that occurred early in the week.

Quality & Patient Safety-

Our CERNER Journey Team (now transitioned to the Revenue Cycle Team) continues to invest time into implementation of the new EMR System since the Go-Live that kicked off on Monday, September 12.

Press Ganey patient experience (individual) provider reports have been distributed to Primary Care Clinic staff for improvement and awareness purposes. The reports for the last 6 months of 2022 and for the first 3 months of 2023 were distributed.

Facilities & Construction-

The Plant Facilities Manager resigned his position on March 17, 2023 and the position has been reposted for replacement.

Work by APIC for the replacement of the MCMC Call System continues with estimated completion date of sometime toward the end of June.

Outreach & Community

The Outreach Mobile Black Lung Screening Clinic was conducted in Price, Utah on April 10-13 with 33 miners were screened for Black Lung disease as part of this event

The Mobile Unit will be headed to Grants/Laguna Pueblo from May 23-25

Key Dates

MCMC Board Meeting, Friday, May 19, 2023

MCMC will be participating in the Community Health Fair being held April 27 at the Raton Convention Center. Jayna Saiz, Administrative Assistant will be serving as MCMC Project Coordinator for this event

Executive Session

Motion: At 2:48 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

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Shawn Jeffrey- Yes
Gene Sisneros- Yes

Motion carried.

The Board of Trustees returned to Open Session at 4:48 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 Ms. Jeffrey, to adjourn the Board of Trustees Regular Meeting. A roll call vote was taken.

Roll call vote:

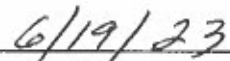
William "Cotton" Jarrell- Yes
Shawn Jeffrey- Yes
Gene Sisneros- Yes

Motion carried and the Board of Trustees Regular Meeting adjourned at 4:48 pm.

Attest:




William "Cotton" Jarrell, Chair



Date



Gene Sisneros, Secretary/Treasurer



Date

