

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

Call to Order

Chairman Shawn Jeffrey called the meeting of the Miners' Colfax Medical Center Board of Trustees to order on November 17, 2023, at 1:00 p.m. The meeting was held in person at the Miners Colfax Medical Center Acute Conference Room at 203 Hospital Dr., Raton, NM, with the option of virtually attending via Facebook.

Members: Shawn Jeffrey, Chairman
Loretta Conder, MD, Vice Chairman
Roy Fernandez, Secretary/Treasurer
Jolene "Jo" Greene, Member

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

Staff: Bo Beames, CEO
Lonny Medina, CFO
Victor Cruz, MD, CMO
Jayna Saiz, Recorder

Pledge of Allegiance & State Flag Pledge

Chairman Shawn Jeffrey, led Board Members, staff, and visitors present in reciting the Pledge of Allegiance and the State of New Mexico Pledge.

Correction/Approval of Agenda

The Board Members reviewed the Agenda of November 17, 2023.

Motion Jo Greene, made a motion to approve the agenda as presented. With a second from, Loretta Conder, MD, a roll call was taken, and the motion carried.

Correction/Approval of Minutes

Minutes from the BOT Meeting on October 20, 2023, were read and approved.

Motion: Mr. Roy Fernandez, made a motion to approve the minutes as corrected, with a second from Jo Greene, a roll call was taken, and the motion carried.

Recognition of Visitors:

Visitors: Barbara Duran, Rhonda Moniot, CNO, Bobbi Gore, Monty Gore, Laura Brewer, Linda Clibon, Brent Clibon, Kim Chavez, Tony Pesovento, RPh, and Elizabeth Newman, MD.

Recognition of Cares Champion

Brent Clibon has been employed with MCMC for almost 2 years and wears many hats while on the job. Clibon not only works as a truck driver in the Black Lung/Outreach Department, but also spends time in the maintenance department because of his exemplary mechanical skills. When not busy with those jobs, he also performs the audiometry (hearing) testing.

Brent and his wife Linda moved here from Castle Rock, Colorado after retiring. Brent had worked for the Waste Management company in the Denver South area, the 15th largest in the United States, and Linda had been working for Dish Network. When looking to retire, they first looked back east, but didn't find the right fit. Fortunately, Raton popped up on their search and they found just what they needed, a house with several out buildings where Brent could work on his passion, cars and motorcycles.

Brent and Linda have two children and seven grandchildren, ranging in age from 22 years to two years old. The staff recommended Brent to receive the "C.A.R.E.S. Champion" award for November because of his knowledge, his willingness to assist and teach whenever he can, and because he is easy-going and pleasant to work with. Showing his appreciation for those he works with by saying, "I only shine because of the team that I work with."

MCMC CEO Bo Beames presented the "C.A.R.E.S. Champion" certificate to Brent Clibon during the MCMC monthly Board of Trustees meeting on Friday, November 18, 2023, after an introduction by HR Director Barbara Duran. He will also receive a \$100.00 gift card from the MCMC Auxiliary.

Executive Session

Shawn Jeffrey 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. This is a closed session for matters pertaining to Credentialing.

Motion: At 1:06 pm Mr. Roy Fernandez 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 Loretta Conder, MD, a roll call was taken, and the motion carried.

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

Medical Staff Privileges and Appointments

Victor Cruz, MD, Chief Medical Officer, informed the Board that two (2) providers were recommended by the Credentials Committee for re-appointment in October: David Hudson, CRNA, Michael Torbey, MD, TeleNeurology.

Motion: Mr. Fernandez, made a motion to accept the Credentials Committee's recommendations as presented. With a second from Loretta Conder, MD, a roll call was taken, and the motion carried.

***Medical Staff Report**

Dr. Cruz shared that the hospital's Swing Bed program is increasing in volume. Dr. Cruz, also shared that Transitional Care is progressing with benefits for patients and the hospital. Finally, he gave an overview of the Utilization Review Committee, its purpose, and early results the UR Committee is experiencing.

Policies

Bo Beames, the CEO, presented the Patient Complaint and Grievance Policy to the Board of Trustees. The Board reviewed the policy and recommended several edits. The edits to the policy will be made and then brought back to the Board for approval at the next Board meeting.

ROAMS (Rural OB Access and Maternal Services)

Rhonda Moniot, the CNO, presented an overview of the R.O.A.M.S. Grant program which was a four-year grant funded by HRSA that ended in August of 2023.

- The service area for this program is Taos, Colfax, Union, Mora, and Harding counties.
- **Funding**
 - ROAMS is supported by the Health Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services (HHS) as part of a financial assistance award totaling \$2,982,779 with 100% percent funded by HRSA/HHS.
- **Relevance**
 - The health and wellness of a woman is critical to achieving safe outcome for her and her baby. Access to care is vital because it allows providers to identify, treat, and stabilize chronic conditions; address behavioral health needs; and plan for a healthy and intentional pregnancy. From the NM Maternal Mortality Review Committee Annual Report (2022):
 - New Mexico ranks 34th in maternal mortality in the U.S. from 2016-2018
 - The maternal mortality rate among Hispanic women in NM is 24.6 per 100,000 births. This is nearly twice the national average of 12.2 per 100,000 births.
 - The maternal mortality for NM mothers aged 35 to 44, rates are 68.2 per 100,000 nearly twice the national average of 38.5 per 100,000.
 - 38% of New Mexico maternal deaths were due to injury, and the leading injury (42%) is a vehicle crash.
- **ROAMS Accomplishments**
 - Tele-OB: between Union County General Health Clinic in Clayton (Union County OB Deseret) with Labor and Deliver hospital Miners Colfax Medical Center in Raton.

- Tele-OB appointments that have taken place have saved Clayton mothers from traveling a total of 13, 770 miles to and from Raton, and saved them from 243 hours in their cars. At the Raton MCMC Hospital, 41% of the mothers in the baseline year did not have a prenatal exam in the first trimester. In Y1 that number went down to 36%.
- **TELEHEALTH Kits**
 - Home Telehealth kits to mothers for self-monitoring with action alerts and education
 - 263 unique mothers have enrolled (received telehealth kit or educational pathway enrollment).
 - 705 need-to-schedule alerts were sent to the patient and clinic, as a reminder to schedule important appointments such as ultrasounds, DNA testing, post-partum and glucose testing. Educational pathways send out automated reminders to schedule essential appointments when the patient answers that the appointment has not been scheduled.
 - 303 blood pressure readings were recorded and 131 of them (43%) were abnormal.
- **TELE MFM (Maternal Fetal Medicine)**
 - Tele-Maternal Fetal Medicine (MFM, high-risk provider) visits will save mothers from traveling round trip of 3 hours (from Taos to Santa Fe) to 10 hours (from Clayton or Raton to Santa Fe). Some appointments will still need to happen in person, but most can be Tele-MFM.
 - To keep Labor & Delivery and Maternal Health Services in Northeastern New Mexico ROAMS has advocated for changes to Medicaid such as Medicaid OB only having transportation access, Lactation Counselors to be billable as clinical visits, and to increase Medicaid reimbursement for rural OB clinics and Labor and Delivery hospitals. ROAMS compiled a report from 8 rural NM Labor and Delivery Hospitals and clinics. The data showed that:
 - 65% to 89% of the L&D patients were Medicaid (HCMC 79% and MCMC 89%).
 - The services provided by the ROAMS program have a direct effect on maternal health in northeastern New Mexico and the well-being of the communities we serve. Additional funds are needed to sustain the program.
 - Rhonda Moniot, CNO, presented a photo of Dr. Brininger doing a Telehealth Consultation out of Clayton. She also had charts on Prenatal visits at both MCMC and HCMC. She also presented a chart on Preterm Deliveries and Birth Weight: MCMC.
 - There were also several pictures of the equipment that the ROAMS program provided and paid for with the grant money.
- **OB-IGT MOU**
 - **Recitals**
 - a. Transfer of funds to be used to fund the non-federal share of Medicaid Payment
 - b. For Medicaid Managed Care Plan Year 2024 only to make an IGT transfer to the state from eligible public funds, to fund the State's portion in respect to the Supplemental Payment Program, as described in the agreement.
 - c. The purpose is to support labor, delivery, obstetrics, and related services at MCMC. MCMC must promptly pay the state share of the IGT upon invoicing from HSD. MCMC

agrees to use funds from supplemental payments to maintain and support its Labor/Delivery unit and continue providing obstetric care.

➤ **Mutual Covenants**

- a. Transfer of funds to HSD General Fund in the amount of \$550,000 by no later than June 30, 2024. MCMC must provide certification that the funds are appropriate for federal match pursuant to Medicaid regulations. The transfer is voluntary and not required by law.
- b. The State shall make timely payments to the Centennial Care 2.0 Medicaid MCO's for each quarter based on incurred and paid claims data and include premium tax. The State will ensure the MCO's remit said payments to MCMC in a timely manner and with directives provided by HSD.
- c. HSD determines for any reason to repeal or reduce the Supplemental Payments to MCMC, an obligation to make payment/transfer of funds shall terminate.
- d. Transfer contemplated is for Medicaid Managed Care Plan 2024, and nothing is construed to mean that a payment is due for any other plan year.

➤ **Miscellaneous**

- a. Amendment or modification must be in writing and signed by an authorized representative.
- b. Executed in counterparts, both deemed original and will constitute one and the same agreement
- c. Signed SNM Reps
 1. Kari Armijo, Acting HSD Cabinet Chair
 2. Carollee Graham, HSD Financial Officer
 3. John Emery, HSD General Counsel

Strategic Planning 2024- Proposed Timeline

The Board of Trustees was presented with The Miners Colfax Medical Center Strategic Plan for 2024 by Bo Beames, CEO, and Administrator.

- **Executive Process 2023-2024:**
 - Establish strategic initiatives for MCMC
 - Define what we are trying to accomplish
 - Develop measures of success & performance
 - Align MCMC employee efforts in achieving MCMC Strategic Initiatives
 - Communicate results and achievement of key milestones on a periodic basis
 - Recognize and celebrate victories and successes along the way
- **Quality & Patient Safety**
 - CERNER Optimization & Improvement
 - Meet requirements for VBP and CMS Interoperability
 - Improve Patient Experience in Primary Care Clinic
 - Improve Utilization Review Process
 - Update Clinical Policies/Procedures and Protocols
- **Workforce Development:**
 - Fill All Medical Provider Vacancies

- Reduction in Use of Agency Staff
- Plan and Implement Employee Activities & Communications
- Conduct Leadership Development Education & Training
- **Financial Health Improvement:**
 - CERNER Optimization for Revenue Cycle
 - Develop Performance Budget and Provide Month to Month Performance Review
 - Achieve Income Equal to or Greater Than Expenses
 - Conduct RHC Analysis and Implement Recommendations
- **Medical Staff:**
 - CERNER Optimization
 - Improve Care Via PPEC
 - Design, Develop and Implement Utilization Review Process
 - Review and Update Medical Staff Policies & Procedures
- **Long Term Care:**
 - Administrator Transition & Initiate AIT Opportunity
 - Grow Census
 - Regulatory Readiness
 - Capital Improvements
- **Black Lung Outreach Program:**
 - Complete all HRSA Grant Deliverables
 - Improve Benefits Counseling Services
 - Update UNM Agreements and Strengthen Partnership
 - Plan and Produce "Miners Appreciation Day"
- **Governance:**
 - Development of Board/ Governance Manual & Policies
 - Oversee Strategic Plan, Initiatives & Progress
 - Credentialing Education(due process)

Motion: Mr. Fernandez, made a motion to accept the Strategic Plan FY2024 as presented. With a second from Jo Greene, a roll call was taken, and the motion carried.

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
- Multi-view Implementation (Budgeting and Financial Reporting Module)
- Clifton Larson Allen (CLA) Recommendations
- Capital Equipment and Projects
- Revenue Expense Plan
- Key Dates

\$143,671. in cash

-1.2 days of cash on hand

November 17, 2023

Net patient revenue \$9,626,520. last year \$8,629,616.

Total gross revenue \$20,254,356.

Actual cash received from patient services Y.T.D. \$9,166,648.

Surgical Cases this month Y.T.D. 113

LTC admissions this month Y.T.D. 5

Observations this month Y.T.D. 97

Clinic admissions this month Y.T.D. 4,111

ER admissions this month Y.T.D. 1,775

MCMC Land Grant Permanent Fund Balance \$173,183,181

Motion: Loretta Conder, MD, made a motion to accept the Financial Health report with recommendations to be approved as presented, with a second from Mr. Roy Fernandez, a roll call was taken, and the motion carried.

Administrator's Report

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

Governance

- The design and development of the MCMC Governance Manual is underway. An initial Table of Contents has been created and the process of governance policy and guideline development has begun.
- Assuming the Governance Policy on Policies is approved by the Board, the Policies by Consent this month includes:
 - Housekeeping Policies and Procedures and Table of Contents

Medical Staff

- MCMC has active searches underway for Family Practice (or Internal Medicine) and for Family Practice Nurse Practitioner/Physician Assistant. MCMC has a recruitment agreement in place with Delta Recruiting based in Dallas, TX.
- Dr. David Fairbanks will be joining MCMC on a full-time basis on December 01, 2023. Dr. Fairbanks will work every other week in the clinic and will also staff the ER for 2-3 shifts per month. Dr. Fairbanks is currently privileged with MCMC and has worked intermittently in our Emergency Room over the past two years.
- The Annual Meeting of the MCMC Medical Staff was held with Dr. Bowie elected to Secretary/ Treasurer, Dr. Cruz elected to Vice-Chair, and Dr. Roberts elected to Chair of the Medical Staff

Workforce Development /Human Resources

- Current RN Agency Staffing stands at 12RN (4 ER, 3 Med-Surge & 4 OB, 0 OR, and 1 LTC which is the same as the month prior. Current Radiology Tech Agency Staffing stands at 4(+1), Laboratory at 3(NC) and Respiratory at 1 (NC)

- MCMC is in the process of moving to the State of NM Suite of email and office management products. Staff email addresses will change to standard nomenclature and over time, MCMC will transition away from the current Zimbra system.

Quality & Patient Safety

- The Long-Term Care Facility has begun initial preparation and planning for its conversion to Cerner electronic clinical record with an anticipated "Go-Live" in January 2024. Weekly virtual meetings are being held with LTC and Oracle CERNER to configure and customize the system for MCMC LTC.
- The State Medicaid Program will be transitioning to a VBP (Value-Based Purchasing) payment model over the next 5 years for supplemental Medicaid payments. VBP is essentially a "pay-for-performance" model that incentivizes quality versus quantity, gradually, year over year. MCMC has participated in the required training and has attested to requirements and is not eligible to receive quarterly payments under the VBP model. CMS has finally approved the State VBP Model and quarterly payments for Q1 & Q2 have been made to MCMC and other hospitals throughout the state.

Facilities, Equipment & Construction

- Rooftop Unit #2 (which serves the OR, Laboratory, and IT areas) has had periodic failures and has had to have regular assessments from TRANE, the maintenance and repair vendor for this unit. Cooling of the IT Server room is particularly important due to the risk that overheating of services poses to our critical information systems. Backup cooling systems are in place, and additional redundant systems are being evaluated for future implementation.

MCMC Long-Term Care

- Current Census at LTC is 20 Miners and 7 Non-Miners for a total census of 27 (+3) with 1-2 additional admissions pending.
- Aspen and Associates has entered into an agreement with Stephen Kelley to serve as LTC Administrator and AIT (Administrator in Training) preceptor for MCMC. Mr. Kelley's first day at LTC was Monday, October 2 and a welcome/introductory luncheon was held with residents and staff. Dr. Barry Singleton was in attendance and recognized for his service over the past 2 years.

Outreach & Community

- The Mobile Black Lung Unit traveled to Rock Springs, Wyoming on October 22-24 to conduct outreach screenings.
- The Black Lung Mobile Unit traveled to Las Vegas, NM on November 17-18.
- An Auxiliary Luncheon was held at noon on Monday, October 23 in the Acute Care Educational Conference Room. The Auxiliary Luncheon was well attended with more than 30 members and staff in attendance. The Auxiliary was recognized by the Leadership Team for dedication and service to the community since their inception.
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Emergency Preparedness

- The MCMC Emergency Preparedness Plan is in the process of being updated to ensure key contact information is up to date.

Key Dates

- MCMC Board Meeting, Friday, January 19, 2024
- Miners Appreciation Day 12/2 2:00 pm
- Christmas Party 12/9 6:00 pm

Executive Session

Chairman Shawn Jeffrey 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. This is a closed session for matters pertaining to a Compliance Update, Strategic Planning CY 2024, and Strategic Initiative- Financial Health.

Motion: At 3:45 pm Mr. Roy Fernandez 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 Loretta Conder, MD, a roll call was taken, and the motion carried.

Open Session/Announcements

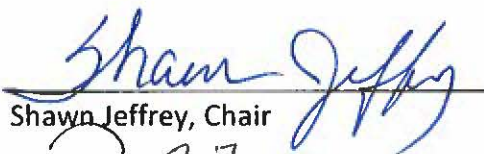
The Board of Trustees returned to regular open session at 4:20 pm.

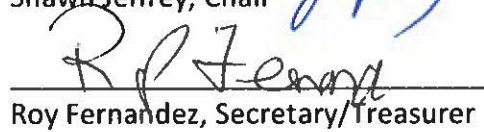
Adjournment

With no further business and no action taken, a motion was made by Roy Fernandez, with a second from Loretta Conder, MD, to adjourn the Board of Trustees Regular Meeting. The motion carried, and the Board of Trustees Regular Meeting adjourned at 4:21 pm.

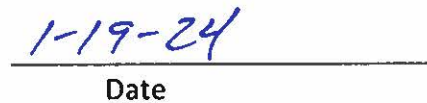
November 17, 2023

Attest:


Shawn Jeffrey, Chair


Roy Fernandez, Secretary/Treasurer


Date


Date