

June 21, 2024

**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 June 21, 2024, at 1:00 p.m. The meeting was held in person at the Miners Colfax Medical Center LTC Conference room at 900 S. 6th St., 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 (absent)
David Ortiz, member

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

Staff: Bo Beames, CEO
Lonny Medina, CFO
Jessica Roberts, DO, COS
Keitha Leonard, Legal Counsel
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 for June 21, 2024.

Motion: Roy Fernandez, made a motion to approve the agenda as presented. With a second from, David Ortiz, a roll call was taken, and the motion carried.

Correction/Approval of Minutes

Minutes from the BOT Meeting on April 19, 2024, were read and approved. A roll call vote was taken.

Motion: Loretta Conder, MD, made a motion to approve the minutes, with a second from David Ortiz, a roll call was taken, and the motion carried.

Recognition of Visitors

Visitors: Barbara Duran, HR Manager, Rhonda Moniot, CNO, Steve Kelley, LTC Administrator, Keitha Leonard, Attorney, Lee Ann Dominguez, RN, Black Lung Clinic Manager, Rudy Dominguez, Black

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Lung & Outreach Specialist, Kim Chavez, Black Lung and Outreach Director, Andreas Vargas, Maintenance, Josh Lucero, Maintenance, Audrey Baca, LTC-DON, Jamie Ferraro, LTC-Assistant DON, Yolanda Gamboa, LTC- Social Service, and Activities Manager, Victor Cruz, MD, CMO, and Darrell Segura, Dietary Director.

Recognition of Cares Champion

Andreas Vargas has been employed with MCMC for the past year and ten months in our Maintenance Department.

When you see Andreas, you will be greeted with a smile and a hello. When called upon he responds timely and does everything he can to fix the problem, or he will be researching how to fix it. He is engaged with his tasks and communicates with you along the way in a respectful manner.

MCMC CEO Bo Beames presented the "C.A.R.E.S. Champion" certificate to Andreas Vargas during the MCMC monthly Board of Trustees meeting on Friday, June 21, 2024, after an introduction by Barbara Duran, HR Manager. He will also receive a \$100.00 gift card from the MCMC Auxiliary.

Mrs. Duran presented Andreas to the Board of Trustees. Andreas was born and raised in Raton. He enjoys fishing, playing video games, and hanging out with friends and family.

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 Medical Staff Credentialing.

Motion: At 1:13 pm 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 1:36 pm.

Motion: At 1:36 pm 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.

It is affirmed that the matters discussed in the closed session were limited to those matters stated in the previous motion. (10-15-1(J)).

Medical Staff Privileges and Appointments

Jessica Roberts, DO, Chief Of Staff, informed the Board that seven (7) providers are recommended by the Credentials Committee for re-appointment in June: Winslett Cox, MD, TeleRadiology, David Fairbanks, MD, Emergency Medicine, Maryam Farahabadi, MD, TeleNuerology, Rajesh Gogia, MD,

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TeleRadiology, Donald Primer, MD, Family Medicine, Laith Salih, MD, Pediatrics, James West, MD, TeleRadiology,.

Jessica Roberts, DO, Chief Of Staff, informed the Board that six(6) providers were recommended by the Credentials Committee for appointment in June: Linda Armstrong, MD, TeleRadiology, Steven Johnson, MD, TeleRadiology, Jonathan Lewis, MD, TeleRadiology, Charles Lugo, MD, TeleRadiology, James Sluss, MD, TeleRadiology, and Bryan Richardson, CRNA, CRNA.

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

***Medical Staff Report**

Dr. Roberts shared, that the Medical Staff is currently operating at full capacity, with all departments adequately staffed, including the Emergency Room. Human Resources is still looking for a Family Practice doctor or a nurse practitioner for the clinic.

According to Beth Medina, the Med-Surge census has gone up, with 48 admissions. She also reported, as soon as her two new nurses are established on the floor, there will be no need for agency staff in Med-Surge.

Through the ROAMS program they have hired a new family navigator which is helping coordinate the patients from the Clayton area that use Telehealth for a lot of their OB appointments. Dr. Robert's reported their prenatal visits have increased and so have the births.

DISCUSSION/ACTION ITEMS:

Strategic Initiatives-Black Lung & Outreach

Kim Chavez, Black Lung & Outreach Director, provided an overview of how the Black Lung & Outreach Clinic works, Outreach Count for 2023-2024, Black Lung Standing Clinic, and m-DoLBE Project.

Kim, her team, and one of our Board members had the opportunity to visit Pipestem, WV, for the National Black Lung Conference.

LTC Survey Summary

Steve Kelley has successfully updated the board members on the approved correction plan for the annual survey conducted by the New Mexico Health Care Authority (HCA). This is a significant achievement and a testament to our commitment to excellence.

Five deficiencies were found in the Health Survey and three in the Life Safety Survey; all have been addressed and submitted.

Miners Colfax Medical Center-Long Term Care maintains a 5-STAR Facility by the Centers for Medicare and Medicaid (CMS), broken down into three key areas: Health Inspection (5 STAR), Staffing (5 STAR), and Quality Measures (4 STARS).

NMHA Board Seminar

Four of our Board members attended an educational seminar at The Blake in Taos, NM. The conference focused on duties and responsibilities of serving as a Board of Trustees member. Chair Jeffrey presented the Trustee Pledge-Code of Conduct and asked that it be put into the MCMC format. This document outlines effective expectations of a model Board of Trustees member. The members also reported that they learned much about the importance of quality to successful healthcare.

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

\$3,822,723. in cash

36.1 days of cash on hand

Net patient revenue \$26,863,187. previous year \$24,266.

Total gross revenue \$55,771,130.

Actual cash received from patient services Y.T.D. \$28,091,466.

Surgical Cases this month Y.T.D. 270

LTC admissions this month Y.T.D. 7

Observations this month Y.T.D. 266

Clinic admissions this month Y.T.D. 11,386

ER admissions this month Y.T.D. 4,896

Births Y.T.D. 73

MCMC Land Grant Permanent Fund Balance \$181,043,014

Administrator's Report

CEO Beames, gave a brief update to the Board of Trustees on the minor changes from his May report:

Workforce Development /Human Resources

- The May RN Agency Staffing stands at 12RN (4 ER, 3 Med-Surg & 4 OB, 0 OR, and 4 LTC), the same as the prior month. In June, agency staff in the ER will decrease by 3 RNs, Med Surge will decrease by 2 agency nurses, and LTC will increase by 2 agency staff. Every manager is working to reduce agency staff.

Quality & Patient Safety

- Next month, Rae Hager, RN and leader of the MCMC Quality Committee, will share a robust report. The recent Quality meetings have been filled with energy, with an encouraging focus on quality.

Facilities, Equipment & Construction

- The new unit is on the roof. We had a few delays. A glitch in the hookup occurred. It looks like it will be operational on Monday. A breakdown in communication between the control systems, ACS, and Western Mechanical. Western Mechanical, who we contracted with, to get the new unit installed and operational. CFO Medina and CEO Beames had to conference-call the two parties, and Western Mechanical has taken ownership. The new system should be up and running on Monday.
- The two malfunctioning boilers have been replaced, and maintenance has conducted multiple water treatment tests. Everything looks good.

MCMC Long-Term Care

- Long-term Care received their new resident van. The miners were excited to take their next trip. A big thanks go to Steve Kelley and Lonny Medina for shepherding this purchase and getting it here before the fiscal year's end.
- The Long-term Care Survey received a glowing report. Maintaining the 5-star facility criteria set by CMS, the surveyors had to stretch to find something.

Black Lung and Outreach

- Black Lung and Outreach gave an update to the Board, so there is no news to provide.

Media & Public Relations

- The hospital needed a public relations person or liaison role to the community. Jayna Saiz has taken this challenge and has been looking for opportunities in the community for the hospital to participate in. Jayna has been doing a great job, starting with a radio show on KRTN, our local radio station, every month.

Emergency Preparedness

- This fall, there will be an Emergency Preparedness drill. The survey team reviewed the MCMC Emergency Preparedness plan without suggestions.

Key Dates

- MCMC Board of Trustee Meeting will be held Friday, July 19 at Miners Colfax Medical Center.

Executive Session

Chairman Shawn Jeffrey, announced that the Board of Trustees will go into Executive Session. Pursuant to Section 10-15-1 (H) (2) of the Open Meetings Act-Succession Planning. For the purpose of limited personnel matters.

Section 10-15-1 (H) (7) meetings subject to the attorney-client privilege pertaining to threatened or pending litigation in which the public body is or may become a participant;- So the Board can be informed of any pending litigation.

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Section 10-15-1 (H) (9) those portions of meetings of committees or boards of public hospitals where strategic and long-range business plans or trade secrets are discussed; For any strategic planning items we need to discuss.

Motion: At 3:32 pm Loretta Conder, MD, made a motion to go into Executive Session Pursuant to Section 10-15-1 (H) (2) of the Open Meetings Act-Succession Planning. For the purpose of limited personnel matters.

Section 10-15-1 (H) (7) meetings subject to the attorney-client privilege pertaining to threatened or pending litigation in which the public body is or may become a participant;- So the Board can be informed of any pending litigation.

Section 10-15-1 (H) (9) those portions of meetings of committees or boards of public hospitals where strategic and long-range business plans or trade secrets are discussed; For any strategic planning items we need to discuss. for the purpose of limited Open Meetings Act.

With a second from Roy Fernandez, a roll call was taken, and the motion carried.

Open Session/Announcements

Chairman Shawn Jeffrey, announced that the Board of Trustees will come out of Executive Session. For the purpose of coming back to open session pursuant to Section 10-15-1 (I) of the Open Meetings Act. This was a closed session for matters pertaining to the sections mentioned in the previous motion to enter a closed session.

Motion: At 5:09 pm Loretta Conder, MD, made a motion to come out of the Executive Session for the purpose of coming back to open session pursuant to Section 10-15-1 (I) of the Open Meetings Act; With a second from Roy Fernandez, a roll call was taken, and the motion carried.

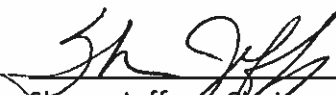
It is affirmed that the matters discussed in the closed session were limited to those matters stated in the previous motion. (10-15-1(J)).

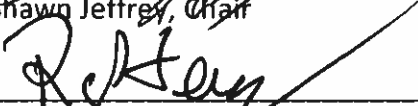
The Board of Trustees returned to regular open session at 5:09 pm.

Adjournment

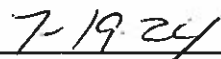
With no further business and no action taken, a motion was made by Loretta Conder, MD, with a second from Roy Fernandez, to adjourn the Board of Trustees Regular Meeting. The motion carried, and the Board of Trustees Regular Meeting adjourned at 5:10 pm.

Attest:



Shawn Jeffrey, Chair


Roy Fernandez, Secretary/Treasurer



Date

Date