

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

August 16, 2024

9:00am

1. PROCEDURAL ITEMS:

A. Call to Order

Vice-Chairwoman Loretta Conder, MD called the meeting of the Miners' Colfax Medical Center Board of Trustees to order on August 16, 2024, at 9:00 a.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, Chairwoman (absent)
Loretta Conder, MD, Vice-Chairwoman
Roy Fernandez, Secretary/Treasurer
Zita Lopez, Trustee
David Ortiz, Trustee

Staff: Bo Beames, CEO
Barbara Duran, HR Director
Lonny Medina, CFO
Jayna Saiz, Recorder

B. Pledge of Allegiance & Salute to the New Mexico Flag

Vice-Chairwoman Loretta Conder, MD, led Trustees, and staff present in reciting the Pledge of Allegiance and Secretary/ Treasurer Roy Fernandez led the Salute to the New Mexico flag.

C. Roll Call

Vice-Chairwoman Dr. Loretta Conder- yes, Secretary Roy Fernandez- Yes, Trustee Zita Lopez-yes, Trustee David Ortiz- yes.

D. Correction/Approval of Agenda

The Board Members reviewed the Agenda for August 16, 2024.

Secretary Roy Fernandez, made a motion to approve the agenda as presented. Trustee David Ortiz, seconded.

Roll Call: Secretary Roy Fernandez- yes, Vice-Chairwoman Dr. Loretta Conder- yes, Trustee Zita Lopez-yes, Trustee David Ortiz- yes, Approved 4-0.

E. Correction/Approval of Minutes

The Board Members reviewed the Minutes for July 19, 2024.

Secretary Roy Fernandez, made a motion to approve the minutes as presented with the minor correction to section C. (below, not above). Trustee David Ortiz, seconded.

Roll Call: Secretary Roy Fernandez- yes, Vice-Chairwoman Dr. Loretta Conder- yes, Trustee Zita Lopez-yes Trustee David Ortiz- yes, Approved 4-0.

2. RECOGNITION-CARES CHAMPIONS

Sabrina Phillips, originally from Ohio, has been a resident of Tucumcari for 28 years and then relocated to Raton in 2023. Her dedication to MCMC, where she has been employed for almost a year in our housekeeping department, is truly inspiring. She takes pride in her work, always ready to lend a helping hand to her co-workers. Her politeness and kindness towards everyone she meets, coupled with her exceptional work, make her a valuable asset to MCMC. Sabrina is also an Auxilian, generously volunteering her time whenever she can.

Jayna Saiz, originally from California, joined us during the challenging times of Covid and has been a part of MCMC since January 2021. Jayna expressed her gratitude to the staff of MCMC many of who she now considers a part of her "family".

ACKNOWLEDGEMENT OF VISITORS

Vice-Chairwoman Dr. Loretta Conder, announced the Board of Trustees will acknowledge visitors: Stephen Kelley, Administrator of LTC, Rae Hager, RN, Quality Manager, Crystal Armstrong, RN Care Management, Barbara Duran, HR Director, Elizabeth Newman, MD, Terri Green, Compliance Officer, Rhonda Moniot, CNO, Linda Hogg, ER Manager, Sabrina Phillips, Housekeeping, Aaron Westman, Sabrina's husband, Juanita Romero, Housekeeping Manager, Annabelle Martinez, Laundry Manager, and Regina Duran, Administrative Support Services.

3. EXECUTIVE SESSION

ADJOURN TO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING LIMITED PERSONNEL MATTERS AS PER NEW MEXICO OPEN MEETINGS ACT 10-15-1 SECTION H OF THE OPEN MEETINGS ACT CONCERNING:

Medical Staff Credentialing.

Motion: At 9:13 am Secretary Roy Fernandez, made the 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. Trustee David Ortiz, seconded.

Roll call: Secretary Roy Fernandez- yes, Vice-Chairwoman Dr. Loretta Conder, MD- yes, Trustee Zita Lopez- yes, Trustee David Ortiz- yes, Approved 4-0.

This is a closed session for matters pertaining to Medical Staff Credentialing.

4. OPEN SESSION

The Board of Trustees returned to open session at 9:23am

Return to Regular Session

At 9:23 am Secretary Roy Fernandez, made the motion to return to open session for the purpose of limited personnel matters pursuant to Section 10-15-1 (H) of the Open Meetings Act concerning Medical Staff Credentialing. Trustee David Ortiz, seconded. A roll call vote was taken.

Roll Call: Secretary Roy Fernandez- yes, Vice-Chairwoman Dr. Loretta Conder- yes, Trustee Zita Lopez-yes, Trustee David Ortiz- yes, Approved 4-0.

Vice-Chairwoman Dr. Loretta Conder stated that the matters discussed in the closed session were limited to those matters stated in the previous motion. 10-15-1 (J).

5. MEDICAL STAFF PRIVILEGES AND APPOINTMENTS

Dr. Roberts, DO, Chief of Staff, informed the Board that the Credentials Committee recommends two (2) providers for re-appointment in August: Loretta Conder, MD, Associate (without privileges) and Steven Swanson, CRNA, Surgery Department.

Dr. Roberts, DO, Chief of Staff informed the Board that three (3) providers are recommended by the Credentials Committee for appointment in August: Elise Brown, CST, Surgery Department, Lee Pfaff, MD, TeleNeurology, and Timothy Robinson, MD, TeleNeuroSurgery.

Motion: Secretary Roy Fernandez moved to accept the Credential Committee's recommendations as presented. Trustee David Ortiz seconded, a roll call vote was taken, and the motion carried.

Roll Call: Secretary Roy Fernandez- yes, Vice-Chairwoman Dr. Loretta Conder- yes, Trustee Zita Lopez-yes, Trustee David Ortiz- yes, Approved 4-0.

6. MEDICAL STAFF REPORT

Dr. Jessica Roberts, DO, Chief of Staff, has reported that the Medical Staff By-Laws have been revised and ballots have been sent out. The medical staff has until August 26th to vote.

The PPEC has been meeting on a monthly basis to improve the quality of care provided.

Mammograms have been referred to Santa Fe and Trinidad. Unfortunately, mobile services for New Mexico are no longer available, which also affects our Bone Density testing. The only one currently in operation is coming to Clayton from Texas, as they visit once a month from the Harrington Breast Center. Dr. Roberts mentioned that she could reach out and see if they would be willing to come to Raton.

Las Vegas has a mammogram unit and is taking patients. MCMC had a mammogram unit at one time, but it has not had one since the new hospital was built. It might be something to consider in the future because the need for women's wellness services will only increase in the future.

Currently, the hospital is experiencing a surgery gap. HR has three agencies helping with a Locums search. The hospital hopes to find a locums who can commit for as long as ten months for 15 to 20 days a month, while a search for a permanent surgeon is conducted.

7. DISCUSSION/ACTION ITEMS:

A. RHC Assessment

Lonny Medina, CFO, presented the RHC Analysis Summary to the Board of Trustees. MCMC contracted with WIPFLI CPAs to analyse whether it would be financially beneficial to switch the current Provider-based Clinic to a Rural Health Clinic (RHC); the outcome was noteworthy. WIPFLI proposed seeking a grandfathered reactivation status with CMS, based on the fact MCMC had everything in place and had met the criteria in 12/31/2020. The grandfathered reimbursement rates from Medicaid and Medicare would result in a gain of \$250,000 per year. However, the current reimbursement rate at the new RHC results in a loss of \$154,000 a year of revenue for MCMC. It's clear what makes solid financial sense, and CFO Medina asked the Board to make a motion on his recommendation to have WIPFLI CPAs pursue the grandfathered reinstatement.

Motion: Secretary Roy Fernandez moved to accept the recommendation of the CFO Lonny Medina, and Trustee David Ortiz seconded, a roll call vote was taken, and the motion carried.

Roll Call: Secretary Roy Fernandez- yes, Vice-Chairwoman Dr. Loretta Conder- yes, Trustee Zita Lopez-yes, Trustee David Ortiz- yes, Approved 4-0.

B. Capital Budget

CFO Medina presented the three-year Capital Budget Plan for MCMC to the Board of Trustees. The MCMC Fiscal Year 2025 Capital budget was \$1.5 million. The budget allocation included \$300k for an Imaging CT, \$400k for a Lab Chem Analyzer, \$300k for a Nursing Call System for the Long Term Care facility, \$120k for repairs and possible replacement of the LTC elevator, \$350k for the replacement of an HVAC Unit, and \$30k for planning other medical and facility equipment needs.

For fiscal year 2026, the Proposed Capital Plan vs. Spending increased by almost a million dollars, totaling \$2.3 million. The new budget included \$500,000 for a Solar room remodel (expiring in FY 2027), \$300,000 for a Parking lot expansion plan (expiring FY 2026), \$800,000 for the replacement of more HVAC Units (all purchased at the same time when the hospital was built), \$80,000 for a Laundry Van, \$200,000 for two new Maintenance Trucks (one for each facility), and \$420,000 for other Medical and Facility equipment for future needs.

For the fiscal year 2027, the budget is open-ended, with the possibility of undertaking the old hospital demolition and the parking lot expansion project. CFO Medina has earmarked one million dollars for medical and facility equipment.

Motion: Secretary Roy Fernandez moved to accept the Capital Budget presented by CFO Lonny Medina, and Trustee David Ortiz seconded, a roll call vote was taken, and the motion carried.

Roll Call: Secretary Roy Fernandez- yes, Vice-Chairwoman Dr. Loretta Conder- yes, Trustee Zita Lopez-yes, Trustee David Ortiz- yes, Approved 4-0.

C. SBIRT Milestones

Linda Hogg, RN, ER Manager, gave an SBIRT Milestones presentation. SBIRT is Screening, Brief Intervention, and Referral to Treatment. The goal of the SBIRT program is to create a value-based payment program through Medicaid, which will provide better value for Medicaid funds spent on care. The goal is to create an incentive for SNCP hospitals to improve and maintain high quality and increase quality and access to services for Medicaid beneficiaries.

D. MCMC Compliance Plan

Terri Green, MCMC Compliance Officer, presented the MCMC Compliance Plan to the Board of Trustees. A Compliance Plan is a written document detailing compliance elements as defined by the Office of the Inspector General. The Regulatory Compliance Committee has reviewed and developed this plan over time. The plan aims to create a framework to prevent and detect potential violations of Federal and State regulations and laws. The Compliance Plan also helps to promote awareness and prevent, detect, and correct violations through education, training, and monitoring. The MCMC Compliance Plan encompasses the following elements: code of conduct, program oversight and administration, training and education, risk assessment, auditing and monitoring, reporting and disclosure methods such as the hotline, enforcement and discipline, response and prevention, corrective action, record creation and retention, and the Compliance Committee Workplan-RCC Log.

Motion: Secretary Roy Fernandez moved to accept the MCMC Compliance Plan as presented. Trustee David Ortiz seconded, a roll call vote was taken, and the motion carried.

Roll Call: Secretary Roy Fernandez- yes, Vice-Chairwoman Dr. Loretta Conder- yes, Trustee Zita Lopez-yes, Trustee David Ortiz- yes, Approved 4-0.

The MCMC Compliance Plan was approved and will be added to the Board of Trustee's Policy Manual.

8. FINANCIAL REPORT

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

CERNER/ Revenue Cycle Optimization
Multi-view Implementation (Budgeting and Financial Reporting Module)
Capital Equipment and Projects
Revenue Expense Plan
\$2,641,029. in cash
25.3 days of cash on hand
Net patient revenue \$1,920,426. previous year \$2,416,578.
Total gross revenue \$4,472,524.
Actual cash received from patient services Y.T.D. \$2,167,077.
Surgical Cases this month Y.T.D. 12
LTC admissions this month Y.T.D. 0
Observations this month Y.T.D. 32
Clinic admissions this month Y.T.D. 962
ER admissions this month Y.T.D. 440
Births Y.T.D. 5
MCMC Land Grant Permanent Fund Balance \$176,456,234

9. **ADMINISTRATOR'S REPORT**

CEO Beames, gave a brief update to the Board of Trustee's on the month of July:

Governance

- Zita Lopez of Springer, NM joins the MCMC Board of Trustees replacing Jo Greene whose term has expired. Trustee Lopez is a long-term resident of Colfax County and has served most of her career as a rancher and educator as well having previously served as Superintendent of Springer School District. Zita currently serves as the Chair of the School Board for Springer Municipal Schools.
- It is anticipated the CY 2025 MCMC *Strategic Planning* process will begin with the Senior Leadership Team in September and continue with the involvement of the board over the course of the 2-3 months that follow.

Medical Staff

- MCMC has active searches underway for Family Practice (or Internal Medicine) and for Family Practice Nurse Practitioner/Physician Assistant. MCMC has had a recruitment agreement in place with Delta Recruiting based in Dallas, TX, but due to lack of qualified candidates from the firm over the past year, MCMC is transitioning to CI recruitment to assist with provider recruitment.
- HR will be launching a search for a General Surgeon in addition to recruitment for primary care provider(s)
- Search agreements have been executed with Barton Associates, Delta Recruiting, and Qualivis to assist with providing General Surgery Locums Tenens coverage.

- The MEC has completed its suggested revisions to the MS By-Laws. The revisions have been approved by the Medical Staff and the goal is to present them to the Board of Trustees in September for final approval
- The Medical Staff PPEC committee continues to meet monthly to conduct case review. Currently, the committee is working to define prioritization criteria and refine case review processes. Technical assistance may need to be considered in the future to assist with process development to include external peer review support. A major impetus for PPEC, OPPE and FPPE processes is to prevent against malpractice litigation, as well as negligent credentialing and privileging cases in the future.

Workforce Development /Human Resources

- Current RN Agency Staffing stands at 14 RN, 2 less than last month (3 ER, 2 Med-Surg & 3 OB, 0 OR and 6 LTC). Current Radiology Tech Agency Staffing stands at 5(same), Laboratory at 3 (same) and Respiratory at 2 (same)
- The SPO appeal of Gore versus MCMC has been dismissed by the Administrative Law Judge as Ms. Gore has withdrawn her appeal
- The CEO Search is progressing. Barb Duran, HR Director will provide a more in depth up to date during Executive Session

Quality & Patient Safety

- MCMC Quality Director, Rae Hager, RN led the MCMC Quality Committee meeting which was held on Thursday, July 25

Facilities, Equipment & Construction

- Updated cost estimates for the refurbishment of the LTC elevator system put the cost in the range of \$115,00-\$120,000. The work on the elevator is tentatively planned for Q3 of 2024.
- The HVAC Unit that serves the admin and main lobby area of MCMC has compressor motors that have failed. Evaporative coolers have been deployed in the affected areas and quotes are being requested to replace the unit asap. Current lead time for the manufacture of a replacement unit is 30-36 weeks.
- Emergency Room parking barrier utilizing a combination of concrete bumpers and landscaping boulders in being researched in effort to create a protective barrier to the ER waiting room.

MCMC Long-Term Care

- Current Census at LTC is 20 Miners and 5 Non-Miners for a total census of 25 with 1 resident out on pass.
- A series of summer BBQ's and live music on the LTC patio has been taking place recently, with the next event for Wednesday, August 21 and for Labor Day

Outreach & Community

- The next monthly DOL clinic is scheduled for August 19-20 with four exams planned.
- The Mobile Outreach Unit conducted BL screening exams at Kirtland, NM on August 13-15 and will be headed to Grants, NM on September 10-12.
- Kim Chavez, Program Manager and Jayna Saiz gave an overview of the Black Lung Program on KRTN radio on Friday, August 9.

Emergency Preparedness

- An Emergency Preparedness Leadership Training Exercise is being tentatively planned for Thursday, September 12 of 2024. Training is anticipated to include a review of how to activate the MCMC ICS and an active shooter tabletop training session. A small steering committee is being formed to initiate planning of the exercise with Stephen Kelly, Administrator of Long-Term Care and MCMC Support Services serving as Team Lead for Emergency Preparedness.
- On Wednesday, August 21, MCMC will be participating in a initial planning meeting for WIPPTREX (Waste Isolation Pilot Plant Transportation Exercise) hosted in Raton by the State Energy Office/Department of Hazardous Waste

Key Dates

MCMC Trustee Meeting	September 20, 2024
	October 18, 2024
	November 22, 2024 (4th Friday)

10. EXECUTIVE SESSION

Vice-Chairwoman Dr. Loretta Conder, announced that the Board of Trustees will go into Executive Session. Pursuant to Section 10-15-1 (H) (2) of the Open Meetings Act- *CEO Search and Succession Planning*. For the purpose of limited personnel matters.

Motion: At 11:22 pm , Secretary Roy Fernandez made a motion to go into Executive Session Pursuant to Section 10-15-1 (H) (2) of the Open Meetings Act- CEO Search & Succession Planning. For the purpose of limited personnel matters.

With a second from Trustee David Ortiz, a roll call was taken, and the motion carried.

Roll Call: Secretary Roy Fernandez- yes, Vice Chairwoman Dr. Loretta Conder- yes, Trustee Zita Lopez-yes, Trustee David Ortiz- yes, Approved 4-0.

Open Session/Announcements

Vice-Chairwoman Dr. Loretta Conder, 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 12:03 pm Secretary, Roy Fernandez 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 Trustee David Ortiz, a roll call was taken, and the motion carried.

Roll Call: Secretary Roy Fernandez- yes, Vice-Chairwoman Dr. Loretta Conder- yes, Trustee Zita Lopez-yes, Trustee David Ortiz- yes, Approved 4-0.

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)).

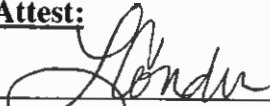
The Board of Trustees returned to regular open session at 12:03 pm.

Adjournment

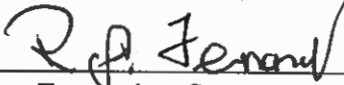
With no further business and no action taken, a motion was made by Secretary, Roy Fernandez, with a second from Trustee David Ortiz, to adjourn the Board of Trustees Regular Meeting.

The motion carried, and the Board of Trustees Regular Meeting adjourned at 12:04 pm.


Attest:



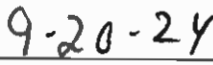
Loretta Conder, MD, Vice-Chairwoman



Roy Fernandez, Secretary/Treasurer



Date



Date