

**MINERS' COLFAX MEDICAL CENTER  
MEETING OF THE BOARD OF TRUSTEES  
September 20, 2024  
1:00 p.m.**

**1. PROCEDURAL ITEMS:**

**A. Call to Order**

Chairwoman Shawn Jeffrey called the meeting of the Miners' Colfax Medical Center Board of Trustees to order on September 20, 2024, 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, Chairwoman  
Loretta Conder, MD, Vice-Chairwoman  
Roy Fernandez, Secretary/Treasurer  
Zita Lopez, Trustee (absent)  
David Ortiz, Trustee

**Staff:** Bo Beames, CEO  
Barbara Duran, HR Director  
Lonny Medina, CFO  
Dr. Jessica Roberts, Chief of Staff  
Sarah Zmich, Recorder

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

Chairwoman Shawn Jeffrey, 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**

Chairwoman, Shawn Jeffrey- Yes, Vice-Chairwoman Dr. Loretta Conder- Yes, Secretary Roy Fernandez- Yes, Trustee David Ortiz- Yes.

**D. Correction/Approval of Agenda**

The Board Members reviewed the Agenda for September 20, 2024.

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

*Roll Call:* Chairwoman Shawn Jeffrey- Yes, Vice-Chairwoman Dr. Loretta Conder- Yes, Secretary Roy Fernandez- Yes, Member David Ortiz- Yes, Approved 4-0.

**E. Correction/Approval of Minutes**

The Board Members reviewed the Minutes for:

September 20, 2024

August 16, 2024  
August 30, 2024  
September 12, 2024  
September 13, 2024  
September 16, 2024  
September 18, 2024

Vice-Chairwoman Dr. Loretta Conder, made a motion to approve all the minutes as presented. Member David Ortiz, seconded.

*Roll Call:* Chairwoman Shawn Jeffrey- Yes, Vice-Chairwoman Dr. Loretta Conder- Yes, Secretary Roy Fernandez- Yes, Member David Ortiz- Yes, Approved 4-0.

**2. RECOGNITION-CARES CHAMPIONS**

Glenn Saiz started his career with MCMC as a security guard on December 26, 2020, and eventually made the move to Long Term Care as a CNA on April 30, 2022. Glenn is liked by all residents and staff at LTC, where he is considered a gentle giant. Glenn is a team player and takes all of his duties and responsibilities very seriously. In the mornings, at shift change, he will round with the incoming staff so that vital information can be shared for the betterment of the residents and staff. Glenn can usually be seen with a smile on his face. In his spare time, Glenn enjoys making one-of-a-kind jewelry.

**ACKNOWLEDGEMENT OF VISITORS**

Chairwoman Shawn Jeffrey, announced the Board of Trustees will acknowledge visitors: Stephen Kelley, Administrator of LTC, Audrey Myhre, DON of LTC, Jamie Ferrero, ADON of LTC, Barbara Duran, HR Director, Elizabeth Newman, MD, and Glenn Saiz, LTC Nurse Aide.

**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 (H) (2) OF THE OPEN MEETINGS ACT CONCERNING: *Medical Staff Credentialing*.

*Motion:* At 1:07 p.m. 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) (2) of the Open Meetings Act. Member David Ortiz, seconded.

Roll call: Chairwoman Shawn Jeffrey- Yes, Vice-Chairwoman Dr. Loretta Conder- Yes, Secretary Roy Fernandez- Yes, Member 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 1:15 p.m.*

**Return to Regular Session**

At 1:16 p.m. 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) (2) of the Open Meetings Act concerning *Medical Staff Credentialing*. Member David Ortiz, seconded. A roll call vote was taken.

*Roll Call:* Chairwoman Shawn Jeffrey- Yes, Vice-Chairwoman Dr. Loretta Conder, Secretary Roy Fernandez- Yes, Member David Ortiz- Yes, Approved 4-0.

Chairwoman Shawn Jeffrey 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 September: Etemadi Alireza, MD, Emergency Medicine and Ierides Loutsios, MD Cardiology.

Dr. Roberts, DO, Chief of Staff informed the Board that one (1) provider was recommended by the Credentials Committee for appointment in September: Caroline Hadley, MD Tele Neuro Surgery.

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

*Roll Call:* Chairwoman Shawn Jeffrey- Yes, Vice-Chairwoman Dr. Loretta Conder- Yes, Secretary Roy Fernandez- Yes, Member David Ortiz- Yes, Approved 4-0.

**6. MEDICAL STAFF REPORT**

Dr. Jessica Roberts, DO, Chief of Staff, provided an update on Medical Staff activities.

Recruitment for a locum tenens provider in Surgery has been narrowed down to one candidate and an offer is currently being drafted.

Dr. Brininger has turned in his resignation letter for mid-December 2024. Recruitment will begin to find a replacement for that position. Dr. Roberts has spoken with providers who may be interested in filling that void.

Dr. Morgan Shier from Trinidad has affirmed her interest in OB. She has participated in some deliveries with Dr. Brininger and will be available to help out when needed.

The Rural Health clinic is in need of another mid-level provider with the departure of Dr. Brininger.

High Desert Diagnostics based in Albuquerque and Assured Imaging have shown interest in returning Mammography services to MCMC. Neither company will offer bone density screening. MCMC has not yet received a month-to-month commitment from High Desert Diagnostic or Assured Imaging.

The CT scan is up and running and the IV Contrast Policy is complete and has been presented to the Medical Executive Committee.

Dr. James Bowie, Emergency Medicine, was appointed as Vice-Chief of Staff by Jessica Roberts, Chief of Staff at the September 19<sup>th</sup> Medical Executive Committee meeting.

A Hospital Incident Command (HICS) training has been scheduled for October 2024. This training will include a table-top drill for an active shooter scenario.

## 7. **DISCUSSION/ACTION ITEMS:**

### **A. Medical Staff By-Laws**

Changes made by the Medical Staff to the Medical Staff By-Laws were presented to the Board of Trustees. The Board of Trustees approved the By-Laws as presented with the following:

The understanding that Part 1-Section 2.6.6 will include that any malpractice claims **or** tort claims filed against a medical staff member shall be delivered to the hospital CEO or designee formally in writing either by certified mail with return receipt or hand-delivered with signed receipt with 30 days. This change will be noted during the next regularly scheduled MEC Meeting and will be approved along with any other changes at a later Board of Trustees Meeting.

*Motion:* Vice-Chairwoman Dr. Conder moved to accept the MCMC Medical Staff By-Laws as presented. Secretary Roy Fernandez seconded, a roll call vote was taken, and the motion carried.

*Roll Call:* Chairwoman Shawn Jeffrey- Yes, Vice-Chairwoman Dr. Loretta Conder- Yes, Secretary Roy Fernandez- Yes, Member David Ortiz- Yes, Approved 4-0.

### **B. Operating Budget FYE 2026**

The Board of Trustees was presented with the Operating Budget by Lonny Medina, CFO.

- An appropriation request was submitted to the State of New Mexico on September 2<sup>nd</sup>
- MCMC is requesting \$42.874 million dollars for FY 2026
- \$24.228 million is estimated in Wages and Benefits for FY 2026; an 7.3% increase over FY 2024
- \$8.867 million is estimated for Contractual Services; an 3.4% increase from FY 2024
- \$9.1 is estimated for Other Expenses; an 9.8% increase over FY 2024
- A total of 8.9% increase is being requested for FY 2026 of FY 2024
- MCMC will request to continue to hold 258 FTE positions

- Once the appropriation request is approved by the Board of Trustees it will be presented to legislature for approval of the Operating Budget FYE 2026

*Motion:* Secretary Roy Fernandez moved to accept the Operating Budget FYE 2026 as presented. Member David Ortiz seconded, a roll call vote was taken, and the motion carried.

*Roll Call:* Chairwoman Shawn Jeffrey- Yes, Vice-Chairwoman Dr. Loretta Conder- Yes, Secretary Roy Fernandez- Yes, Member David Ortiz- Yes, Approved 4-0.

### **C. MCMC Scope of Services**

Bo Beames, CEO presented the MCMC Scope of Services to the Board of Trustees.

The MCMC Scope of Services is a required document to meet Joint Commission Standards and requires the Board of Trustees approval.

- The Intensive Care Unit (ICU) was removed from the In-Patient Care Services due to its closure in March 2023
- The Obstetrics Unit (OB) was added to the In-Patient Care Services section
- General Surgery will be added to the Primary Care Clinic Services section

*Motion:* Secretary Roy Fernandez moved to accept the revised MCMC Scope of Services as presented. Vice-Chairwoman Dr. Loretta Conder, a roll call vote was taken, and the motion carried.

*Roll Call:* Chairwoman Shawn Jeffrey- Yes, Vice-Chairwoman Dr. Loretta Conder- Yes, Secretary Roy Fernandez- Yes, Member David Ortiz- Yes, Approved 4-0.

### **D. Strategic Plan CY 2025**

#### **Workforce Development- Barbara Duran, HR Manager**

- Fill all Medical Provider Vacancies Partially Met-Carry Over
- Reduction in Use of Agency Staff Partially Met- Carry Over
- Plan and Implement Employee Activates Met- Retire and Replace
- Conduct Leadership Development Education Partially Met- Carry Over

#### **Quality and Patient Safety- Rhonda Moniot, CNO and Rae Hager, Quality Director**

- CERNER Optimization and Improvement Carry Over
- Meet Requirements to VBP and CMS Operability Met/Exceeded
- Improve Patient Experience in RHC Partially Met- Carry Over
- Improve Utilization Review Process Met- Retire and Replace
- Update Clinical Policies/Procedures and Protocols Partially Met- Carry Over

#### **Financial Health- Lonny Medina, CFO**

- CERNER Optimization for Revenue Cycle Carry Over
- Develop Performance Budget and Review Met- Retire and Replace

- Achieve Income Equal or Greater Than Expenses Met- Retire and Replace
- Develop/Define Accountant Roles Met- Retire and Replace
- Conduct RHC Analysis and Implement Changes Partially Met- Carry Over

**Medical Staff**

- CERNER Optimization and Improvement Met- Carry Over
- Improve Care via PPEC Partially met- Carry Over
- Design, Develop and Implement Utilization Review Met-Exceed- Retire and Replace
- Review and Update Medical Staff Policies Partially Met
- Establish Transitional Care Program & Processes Met- Maintain

**Long Term Care- Stephen Kelley, LTC Administrator**

- Administrator Transition & Initiate AIT Met- Exceeded
- Grow Census Met- Maintain
- Regulatory Readiness Met- Carry Over
- Capital Improvements Met- Carry Over

**Black Lung and Outreach Program- Kim Chavez, Manager**

- Complete all HRSA Grant Deliverables Met- Maintain
- Improve Benefits Counseling Services Met- Maintain
- Update UNM Agreements & Strengthen Partnership Not Met- Carry Over
- Plan and Produce “Miners Appreciation Day” Met- Maintain

**Governance- Bo Beames, CEO and Board of Trustees**

- Development of Board/Governance Manual Met- Maintain and Enhance
- Oversee Strategic Plan, Initiatives and Progress Met- Carry Over
- Community & Promotional Activities Partially Met- Carry Over
- Update Scope of Services/Behavioral Health Partially Met- Revise/Replace

**Board of Trustees Oversight**

- Adult Learning- professional inquiry and discovery questions
- Inquire as to how leaders will accomplish initiatives
- Assess risks/concerns
- Assess periodic progress
- Recognize successes
- Ensure adequate resources
- Hold Leadership accountable

8. **FINANCIAL REPORT**

The Board of Trustees was presented with an update from Lonny Medina, CFO.

\$6,158, 567 in cash

60 days of cash on hand

Net patient revenue \$4,050,127

Actual cash received from patient services YTD \$4,881,311

September 20, 2024

Surgical Cases YTD 13  
LTC admissions YTD 1  
Observations admissions YTD 60  
Clinic admissions YTD 2,045  
ER admissions YTD 819  
Births YTD 11  
MCMC Land Grant Permanent Fund Balance \$187,269,289

MCMC continues to have issues with bad debt in CERNER. The Financial Department continues to work on correcting the issue.

Quotes are still being collected for the purchase of the Radiology equipment.

HVAC units will have to be purchased before next summer with a cost of about \$700,000.

The elevator upgrade at LTC is still in process.

The contract for the Laboratory Chemistry Analyzer is currently under review by Keith Leonard.

Stephen Kelley is obtaining quotes for the Long Term Care call system.

MCMC will receive the last payment for the prior Hospital Value Based Payment Program in October.

## 9. **ADMINISTRATOR'S REPORT**

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

### **Governance**

- Interviews with candidates for the MCMC Chief Executive position were held on September 12, 13 and 16. Candidates interviewed with MCMC Leadership, Medical Staff and Board of Trustees and tours of the LTC facility, acute facility and local community were provided.

### **Medical Staff**

- Dr. Timothy Brininger, MD has given notice of this resignation effective end of 2024. MCMC will be launching a search for FP/OB Locums coverage and for permanent replacement of Dr. Brininger as a Family Practice/Obstetrics provider.
- In addition to FP/OB and General Surgery, 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 for provider recruitment.
- MCMC received approximately 10 CVs of General Surgery Locums Tenens candidates from locums search firms. Candidates were screened and remote interviews were

conducted with the top 4 prospects. After the remote interviews, a candidate was selected, and a placement agreement is currently pending.

- 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 13 RN, 1 less than last month (2 ER, 1 Med-Surg & 4 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, September 26.
- MCMC will be attending the NMHA meeting in Albuquerque October 1-3. MCMC submitted its "Transitional Care" Quality Improvement Project for consideration as part of the NMHA Quality Awards portion of the meeting. Other breakout sessions will be focused on Medical Malpractice legislation, VBP and the State HDAA (Medicaid Directed Payments) program that are critical to the financial future of hospitals in New Mexico.

### **Facilities, Equipment & Construction**

- Updated cost estimates for the refurbishment of the LTC elevator system put the cost in the range of \$115,000-\$122,000. The work on the elevator is tentatively planned for Q4 of 2024. The vendor agreement to refurbish the mail elevator is finalized and parts/materials are on order. Once all parts/materials are received, the project will be scheduled with approximately a 2 week downtime anticipated.
- 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 effected 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 re-deployed landscape boulders have been implemented in effort to create an additional protective barrier between the ER parking and the waiting room.

### **MCMC Long-Term Care**



September 20, 2024

- Current Census at LTC is 21 Miners and 5 Non-Miners for a total census of 26 with 2 residents out on pass.
- A summer BBQ and live music on the LTC patio was hosted over the Labor Day weekend.

### **Outreach & Community**

- The next monthly DOL clinic is scheduled for September 16-17 with 4 exams conducted.
- The Mobile Outreach Unit conducted 25 BL screening exams in Grants, NM on September 10-12.

### **Emergency Preparedness**

- An Emergency Preparedness Leadership Training Exercise is being tentatively planned for October 24 of 2024. Training is anticipated to include a review of how to activate the MCMC ICS and an active shooter tabletop training session.
- On Wednesday, August 21, MCMC will be participating in an initial planning meeting for WIPPTREX (Waste Isolation Pilot Plant Transportation Exercise) hosted in Raton by the State Energy Office/Department of Hazardous Waste. Additionally, regular planning sessions are being scheduled in preparation for the major community exercise to be held in 2025 with next training schedules for Tuesday, September 24 in Raton.

### **Key Dates**

MCMC Trustee Meeting      October 18, 2024  
November 15, 2024

## **10. EXECUTIVE SESSION**

Chairwoman 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- *CEO Search/Succession Planning*.

*Motion:* At 3:34 p.m., 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*.

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

*Roll Call:* Chairwoman Shawn Jeffrey- Yes, Vice-Chairwoman Dr. Loretta Conder- Yes, Secretary Roy Fernandez- Yes, Member David Ortiz- Yes, Approved 4-0.

### **Open Session/Announcements**

Chairwoman 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.

September 20, 2024

*Motion:* At 4:40 p.m. 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 Member David Ortiz, a roll call was taken, and the motion carried.

*Roll Call:* Chairwoman Shawn Jeffrey- Yes, Vice-Chairwoman Dr. Loretta Conder- Yes, Secretary Roy Fernandez- Yes, Member 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 4:41 p.m.*

**Adjournment**

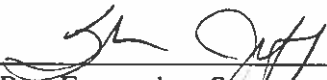
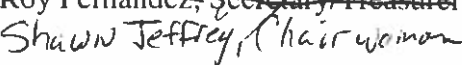
With no further business and no action taken, a motion was made by Secretary, Roy Fernandez, with a second from Member David Ortiz, to adjourn the Board of Trustees Regular Meeting.

The motion carried, and the Board of Trustees Regular Meeting adjourned at 4:42 p.m.

**Attest:**

  
\_\_\_\_\_  
Loretta Conder, MD, Vice-Chairwoman

10-18-24  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Roy Fernandez, Secretary/Treasurer  
  
Shawn Jeffrey, Chairwoman

10-18-24  
\_\_\_\_\_  
Date