**MINERS' COLFAX MEDICAL CENTER**
**REGULAR MEETING OF THE BOARD OF TRUSTEES**
**October 16, 2026**
**1:00 p.m.**

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## I. PROCEDURAL ITEMS

### A. Call to Order

Chairwoman Jeffrey called a Regular Meeting of the Miners' Colfax Medical Center Board of Trustees to order on Friday, October 16, 2026, at 1:00 p.m. The meeting was held at Miners' Colfax Medical Center Acute Care Facility, Zia Conference Room, located at 203 Hospital Drive, Raton, New Mexico.

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| Members: | Shawn Jeffrey, Chairwoman |
| | David Ortiz, Vice-Chairman |
| | Roy Fernandez, Secretary/Treasurer |
| | Loretta Conder, MD, Trustee |
| | Zita Lopez, Trustee |
| Staff: | Brian Cotter, Chief Executive Officer |
| | Rhonda Moniot, Chief Nursing Officer |
| | Crystal Armstrong, Chief Integrated Clinical Officer |
| | Jessica Roberts, DO, Chief of Staff |
| | Alexis Flores, Quality Director |
| | Stephen Kelley, Long Term Care Administrator |
| | Kim Chavez, Human Resources Director |
| | Donna Spargo, RN |
| | Valorie Garcia, Purchasing Manager |
| | Leslee Fresquez, Executive Assistant/Recorder |
| Visitors: | Sally Hoger, Raton City Commissioner |
| | Mark Honeyfield, Raton City Commissioner & PFAC Member |
| | Sheila Castellini, MCMC Auxiliary & PFAC Member |
| | Elizabeth Newman, MD |
| | JR Alderette, PFAC Member |
| | Julie Main, PFAC Member |

### B. Pledge of Allegiance

Chairwoman Jeffrey led the Board, visitors, and staff in the Pledge of Allegiance and Salute to the New Mexico Flag.

### C. Roll Call

Chairwoman Jeffrey: present; Vice-Chairman David Ortiz: present; Secretary Fernandez: present virtually; Trustee Conder: present; Trustee Lopez: present. A quorum of the Board was in attendance.

**D. Correction/Approval of Agenda**

Vice-Chairman Ortiz made a motion to approve the agenda as presented; Trustee Lopez seconded the motion. Roll call: Chairwoman Jeffrey: yes; Vice-Chairman Ortiz: yes; Secretary Fernandez: yes; Trustee Conder: yes; Trustee Lopez: yes. The motion carried unanimously.

**E. Correction/Approval of Minutes**

The Board reviewed the regular meeting minutes of the September 18, 2026, Board of Trustees meeting. Trustee Conder moved to approve the minutes as presented. Vice-Chairman Ortiz seconded the motion. Roll call: Chairwoman Jeffrey: yes; Vice-Chairman Ortiz: yes; Secretary Fernandez: yes; Trustee Conder: yes; Trustee Lopez: yes. The motion carried unanimously.

## II. ACKNOWLEDGMENT OF VISITORS

The Board recognized and welcomed the staff members and visitors in attendance.

## III. DAISY AWARD RECOGNITION – DONNA SPARGO, RN

Donna Spargo, RN, was recognized as MCMC's 2026 DAISY Award recipient. The presentation highlighted the DAISY Foundation's purpose of honoring nurses for extraordinary clinical care, compassion, and kindness. MCMC received thirty (30) nominations, reflecting the dedication and positive impact of its nursing staff.

Ms. Spargo was commended for her many years of service, compassion, clinical skill, and positive example to colleagues. In recognition of the award, she was offered the opportunity to attend the Thrive healthcare service excellence conference in Reno, Nevada, November 9–11, 2026. The Board and attendees congratulated Nurse Spargo. The Hospital Auxiliary was also thanked for contributing approximately $500 toward the DAISY Award recognition.

## IV. DET NORSKE VERITAS (DNV) PRESENTATION: 1:30 P.M.

DNV representatives, including Executive Director of Regulatory Affairs Troy McCann and Accreditation and Training Area Manager Stephanie Schuler, presented an overview of DNV hospital accreditation and its integration of Centers for Medicare and Medicaid Services (CMS) Conditions of Participation with ISO 9001 quality-management principles. Leadership noted that DNV accreditation is prospectively included in MCMC's 2027 strategic plan and is intended to strengthen policies, processes, communication, consistency, patient care, and operational effectiveness.

The presenters explained that DNV accreditation emphasizes continual improvement rather than a one-time compliance review. The anticipated initial survey would include three surveyors on site for approximately two and one-half days, followed by annual surveys that revisit corrective action plans, evaluate their effectiveness, and identify opportunities for improvement.

The Board of Trustees' role would remain one of governance and oversight rather than day-to-day accreditation management. Trustees would be expected to understand major organizational risks, ensure appropriate resources and accountability, review performance measures, and confirm that corrective actions are sustained. Management would retain responsibility for daily implementation, corrective actions, and reporting to the Board.

Discussion focused on the value to MCMC and the community, return on investment, replacement of routine CMS certification surveys, survey methodology, and evaluation of compliance with hospital policies. DNV representatives stated that its CMS-deemed accreditation process would replace routine CMS surveys while state licensing and complaint-investigation authority would

remain. DNV agreed to provide follow-up information, including available research and peer-hospital experiences.

The presentation connected accreditation activities to MCMC's strategic priorities of quality and patient safety, workforce development, and operational effectiveness. Leadership emphasized that documented, standardized processes would reduce dependence on individual institutional knowledge and promote continuity when personnel change.

## V. EXECUTIVE SESSION

In accordance with the New Mexico Open Meetings Act, closed session to discuss limited personnel matters pursuant to NMSA 1978, Section 10-15-1(H)(2), regarding medical staff credentialing:

1. New Appointment:
   - Nicholas Cassuto, MD
   - Ellen Claxton, MD, OB/GYN
   - Francisco Contreras, MD
   - Anne Foster, MD, OB/GYN
   - Debra Gaves, NP
   - Emil Hurst, MD
   - Matthew Kercher, MD - Teleneurosurgery
   - Patricia Lee, MD
   - Michael Patel, MD
   - Alexander Ryan, MD
   - David Shackelford, MD
   - Zachary Winchester, MD

2. Reappointment:
   - Kenneth Briley, MD

Vice-Chairman Ortiz made a motion to enter into executive session for the purpose of discussing medical staff credentialing; Secretary Fernandez seconded the motion. Roll call: Chairwoman Jeffrey: yes; Vice-Chairman Ortiz: yes; Secretary Fernandez: yes; Trustee Conder: yes; Trustee Lopez: yes. The motion carried unanimously.

The Board entered into closed session discussion at 1:10 p.m.

At 1:27 p.m., Trustee Conder made a motion to return to open session; motion was seconded by Trustee Lopez. Roll call: Chairwoman Jeffrey: yes; Vice-Chairman Ortiz: yes; Secretary Fernandez: yes; Trustee Conder: yes; Trustee Lopez: yes. The motion carried unanimously.

The Board reconvened in open session.

## VI. MEDICAL STAFF PRIVILEGES AND APPOINTMENTS

Chairwoman Jeffrey read aloud the list of providers recommended by the Credentials Committee for new appointment and reappointment:

1. New Appointment:
   - Nicholas Cassuto, MD
   - Ellen Claxton, MD, OB/GYN
   - Francisco Contreras, MD
   - Anne Foster, MD, OB/GYN

Debra Gaves, NP
Emil Hurst, MD
Matthew Kercher, MD - Teleneurosurgery
Patricia Lee, MD
Michael Patel, MD
Alexander Ryan, MD
David Shackelford, MD
Zachary Winchester, MD

2. Reappointment:
Kenneth Briley, MD

Vice-Chairman Ortiz made a motion to approve the appointment and reappointment of all providers as presented; Trustee Lopez seconded the motion. Roll call: Chairwoman Jeffrey: yes; Vice-Chairman Ortiz: yes; Secretary Fernandez: yes; Trustee Conder: yes; Trustee Lopez: yes. The motion carried unanimously.

## VII. MEDICAL STAFF REPORT

Dr. Jessica Roberts presented the Medical Staff Report:

Current hospitalist coverage remains in place while leadership continues discussions with Western Healthcare regarding a longer-term hospitalist coverage model.

Surgical coverage is being provided primarily by Dr. Hyder and Dr. Mayer. Holiday coverage was secured, and representatives from the Alta Vista surgical program were expected to visit October 21 to discuss referral relationships and service capabilities.

OB coverage and provider recruitment remain active. Recent and prospective coverage options were discussed, including possible collaboration with the University of New Mexico (UNM). A meeting with Dr. Lisa Hofler, Chair of UNM's Obstetrics Department, is scheduled for October 21.

A women's health nurse practitioner candidate completed interviews and is awaiting a possible employment offer. Emergency-department recruitment and November schedule coverage also remain in progress.

Medical Executive Committee and provider quality activities are being coordinated to reduce duplication and support patient-care time. Policies supporting new bylaws were scheduled for review October 22.

The staff culture survey addressing professionalism, safety, and fairness closes October 25. Providers were encouraged to complete the survey and assigned Relias education promptly.

The New Mexico Perinatal Collaborative Maternal Health Summit is scheduled for November 3 and will address substance-use disorder, maternal-health laws, and maternal mental health.

A Cerner onboarding handbook, created by Quality Director Alexis Flores, has greatly improved orientation for temporary and newly arriving providers.

A Breast Health Education & Screening Event is scheduled for October 29 in conjunction with Assured Imaging's mobile mammography unit. Approximately forty (40) mammography appointments were scheduled. Leadership is also evaluating the feasibility of restoring in-house mammography services.

The Board received the report; no action was taken.

## VIII. DISCUSSION/ACTION ITEMS

### A. Policies and Procedures Review

A list of revised hospital policies and procedures, previously provided to the Board of Trustees for review, was presented for consideration and approval:

- Patient Conditions of Admission
- Medicare Secondary Payer Questionnaire (MSPQ)
- Bubble CPAP Policy
- Inventory Outdated Supplies/Medication Procedures
- Automated Dispensing System
- Utilization Review Plan
- Telehealth Policy and Procedure

Trustee Conder made a motion to approve the policies and procedures as presented. Vice-Chairman Ortiz seconded the motion. Roll call: Chairwoman Jeffrey: yes; Vice-Chairman Ortiz: yes; Secretary Fernandez: yes; Trustee Conder: yes; Trustee Lopez: yes. The motion carried unanimously.

## IX. FINANCIAL REPORT

CEO Cotter presented the financial report for the period ending September 30, 2026. The CEO explained that continued cleanup of historical bad debt and the allowance for doubtful accounts affected reported results and currently obscures the hospital's operating performance.

Year-to-date gross patient revenue was approximately $14.9M compared with $13.8M for the same period in the prior year, an increase of approximately 7.7%.

Inpatient and outpatient revenue showed year-over-year improvement, while clinic revenue remained below the prior-year level.

Bad-debt expense for the month was approximately $977k, substantially above the amount included in the monthly budget. CEO Cotter distinguished bad debt already written off from the allowance for accounts expected to become uncollectible.

Monthly operating expenses were approximately $2.9M compared with a budget of $3.7M, a favorable variance of about $780k. Year-to-date expenses were approximately $10.5M compared with a budget of $11.3M, a favorable variance of about $847k.

The monthly operating loss was approximately $345k which was favorable to budget by approximately $843k. CEO Cotter stated that results would be clearer after the historical bad-debt cleanup is completed.

Cash remained adequate. September cash receipts were approximately $200k below target, while October collections were expected to strengthen later in the month as government-payer payments were received.

The Board discussed collection activity, accounts-receivable days, the state process for writing off aged accounts, and the effect of historical receivables on current financial statements.

The Board received the report; no action was taken.

## X. CEO REPORT

CEO Cotter referred to the written report and highlighted operational, strategic, regulatory, community, and capital updates.

MCMC is pursuing a long-term relationship with the University of New Mexico to support obstetric services in northeastern New Mexico. Initial efforts would focus on staffing support, followed by clinical education and broader community collaboration.

Leadership continues to seek transparency and hospital participation in Region 4 Rural Health Transformation and Healthy Horizons funding. MCMC also awaits a decision on its Rural Health Innovation Fund application submitted for equipment and capital needs.

A service contract with Western Healthcare for hospitalist services is nearing completion. Under the proposed model, Western Healthcare would recruit hospitalists who would become MCMC employees, improving consistency and reducing management and malpractice-related costs. Implementation is anticipated for early 2027.

Clinical documentation improvement, provider education, coding, utilization management, and communication across departments remain priorities to support medical services, reduce denials, and improve reimbursement.

Emergency Department performance remained strong. September included forty-four (44) admissions and thirty-eight (38) transfers, with an average provider-to-exam time of approximately eleven (11) minutes and an overall emergency-department stay of approximately one hundred seventy (170) minutes.

A cash register was purchased for Long Term Care in early October at a cost of less than $900, improving cash security and control.

The CEO presented hospital updates and future plans to the Colfax County Association of Educational Retirees on October 13.

Cybersecurity and the expanding use of artificial intelligence in healthcare were major topics at the New Mexico Hospital Association annual meeting. MCMC's IT Director recently participated in a regional healthcare cybersecurity tabletop exercise in El Paso and continues to assess IT policies and safeguards.

An Occupational Safety and Health Administration (OSHA) settlement regarding the Long Term Care Legionella matter was completed with no fine and an "other than serious" classification.

Mixing valves have been installed at the facility, and follow-up testing is planned for December 2026.

Approximately $500k in available capital funding was redirected to priority needs, including a Long Term Care nurse-call system, digital clocks for the emergency and operating departments, an operating-room table, IT firewalls, and snow-removal equipment. The items are in the purchasing process.

Long Term Care is developing an oral-history project to preserve the experiences of miners and residents for the community and future generations.

The Hospital Auxiliary was thanked for supporting the DAISY Award and committing $6k toward renovation of the physicians' lounge and sleep rooms.

A Trustee relayed a family member's positive experience with hospital staff and Dr. Lopez and commended the care provided.

The Board received the report; no action was taken.

## XI. EXECUTIVE SESSION

In accordance with the NM Open Meetings Act, closed session to discuss:

A. Limited personnel matters, pursuant to Section 10-15-1(H)(2) in re: executive report

B. Strategic and long-range business plans pursuant to Section 10-15-1(H)(9) in re: financial operations

Vice-Chairman Ortiz moved to enter into closed session; the motion was seconded by Trustee Lopez. Roll call: Chairwoman Jeffrey: yes; Vice-Chairman Ortiz: yes; Secretary Fernandez: yes; Trustee Conder: yes; Trustee Lopez: yes. The motion carried unanimously.

At 3:10 p.m., the Board entered into closed session discussion.

At 4:35 p.m., Vice-Chairman Ortiz made a motion to return to open session; Trustee Lopez seconded the motion. Roll call: Chairwoman Jeffrey: yes; Vice-Chairman Ortiz: yes; Secretary Fernandez: yes; Trustee Conder: yes; Trustee Lopez: yes. The motion carried unanimously.

## XII. OPEN SESSION/ANNOUNCEMENTS

No announcements were made.

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## XIII. ADJOURNMENT

With no further business to discuss, Vice-Chairman Ortiz made a motion to adjourn the meeting. The motion was seconded by Trustee Conder. Roll call: Chairwoman Jeffrey: yes; Vice-Chairman Ortiz: yes; Secretary Fernandez: yes; Trustee Conder: yes; Trustee Lopez: yes. The motion carried unanimously.

The meeting was adjourned at 4:36 p.m.

**ATTEST:**

Shawn Jeffrey

**Shawn Jeffrey, Chairwoman**

11-20-26

**Date**

David J Ortiz

**David Ortiz, Vice-Chairman**

11-20-26

**Date**