

## Board of Directors

Date: March 28, 2022

Members Present:  Eileen Yarborough/Chairman,  Kendra Brown/Vice Chairman  Chase Elkins/Secretary  Stacey Dimitt, M.D./Chief of Staff  Robert Windhorst/Board Member  
 Kevin Branum/Board Member  Ron Ortiz/ Board Member  Joan Gilmore /Board Member  Stephanie Rivard /Board Member,

Others present:  Thomas Whelan/CEO  Jim Hermes/ CFO  Maria Atencio/co-CNO  Glenna Losito/co-CNO  Christopher Harris/ HR Director  Ambrosia Mandagaran/Director of Risk and Quality  Cynthia Tena/Director of Marketing /  Lorraine Chavez /Compliance Director  Nydia Sanchez / Marketing Assistant  
 Eric Jones/QHR

Additional Attendees:  Michael Faulken /QHR

Recorder: Amanda Jim / Administrative Assistant

Called to order: 1730

Time adjourned:

Location: Community Room via WebEx

AGENDA ITEM	DISCUSSION/FINDINGS	CONCLUSIONS/RECOMM.	ACTION/FOLLOWUP/RESP. PARTY
<b><u>Call to Order</u></b>	The meeting was called to order by Kendra Brown		Nothing further.
<b><u>Roll Call</u></b>	Kendra Brown called roll.	Eileen Yarborough, Chase Elkins, and Kevin Branum were not present.	Nothing further.
<b><u>Prayer</u></b>	A prayer was given by Thomas Whelan		
<b><u>Recognition of Additional Attendees</u></b>			Nothing further.
<b><u>Citizens to Address the Board</u></b>			None present.
<b><u>Agenda</u></b>	<ul style="list-style-type: none"> <li>a. Agenda presented for March 28, 2022</li> <li>b. Meeting minutes presented for approval:                             <ul style="list-style-type: none"> <li>i. Board Meeting: February 28, 2022</li> </ul> </li> </ul>	Motion to amend Agenda made by Kevin Branum, Seconded by Stephanie Rivard <ul style="list-style-type: none"> <li>a. Motion Carried by way of acclamation, all in agreement.</li> <li>b. Motion to approve minutes as presented was made by Ron Ortiz. Seconded by Stephanie Rivard. Motion carries by way of acclamation, all in agreement.</li> </ul>	
<b><u>Committee Reports</u></b>	<ul style="list-style-type: none"> <li>i. Performance Improvement Committee and Quality Report</li> <li>ii. Finance/CFO Report</li> </ul>	<ul style="list-style-type: none"> <li>i. Kendra Brown reported on the Performance Improvement Committee. Ambrosia Mandagaran reported on Quality and assisted in the PIC report.</li> <li>ii. Jim Hermes verbally advised the board with details from the Finance Committee: Revenue Patient Charges were \$7.2m. This is \$232k per calendar day, \$4k &lt; PYTD average revenue per calendar day \$236k. The OR had 67 cases up from 56 in February, but below our</li> </ul>	

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		<p>72 PYTD average.  Net revenue was on budget at \$3.4m. YTD we remain \$116k above budget and \$3.5m better than prior year.  YTD Patient visits are up 30% vs. prior year while net revenue per encounter is down 13%. Big cases were deferred.  Operating costs of \$4.15m, \$725k above budget.  Continued high contract labor (\$345k variance) and locums costs (\$102k budget variance) make up 62% of the expense variance.  Employee medical claims were \$100k &gt; PYTD run rate and budget.  Relocation costs incurred in March were \$50k  Non-Operating Revenue - No unusual activity.  Accounts Receivable and Cash Update - 66.2 AR days down 15.5 from 2/28 on \$3.6m patient cash collections and write-down on legacy AR of \$100k.  Unreserved Medhost and ECW balances are \$90k and \$112k respectively. Days cash on hand rebounded 5 days to 160 on strong collections.</p> <p>As of the end of last week, the Clinic ceased having screeners. The Hospital will look at eliminating the screeners because the front door entrance will be opened. The idea of purchasing two buses to transport employees from Grants to Albuquerque and vice versa, is being explored. The new IT Director coming at the end of June has experience working with Cerner.</p>	

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<b><u>CNO Report</u></b>	<p>Maria reported:  Staffing:  Recruitment continues daily. We have secured an experienced part time employee, and are working on some other PRN and part time hires. In an effort to put us at an advantage in our efforts, we are providing housing, if available to staff in need, as an added benefit.</p> <p>Education:  Education this month was NRP (Neonatal Resuscitation Program). Great learning experience for those in attendance. We have completed our first month of our scanning project with great improvement. This is a 3month project allowing us to work out some bugs in our Cerner system and hardwire a process. Marketing and Clinical Directors participated in a Career Fair at Grants High School and Laguna Acoma High School on Thursday, April 21st. The students were given information and demonstrations on all careers in healthcare, as well as information about our job shadowing.</p> <p>Emergency Department:  ED volumes for March were 1001 and are on track to be over 1000 in April. LWBS (Left without being seen) increased slightly to 3.1%. In the ED, we have seen a large amount of Flu A for the past few weeks. The ED met their patient Satisfaction goal again with an overall score of 81%, despite the increased numbers. KUDOS to the ED staff!</p> <p>OR/PACU  We did 78 procedures in March and are doing more elective cases each week. Our OR Director is out for an undetermined length of time and the team has done a great job keeping things flowing.</p> <p>Obstetrics  In March we had 15 deliveries and already in April we have had 11 to date. We are getting an increased influx and interest of patients from</p>		No further discussion.

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	<p>Gallup and surrounding areas. We have staff interested in orienting and moving to OB which will help us decrease contract staff. A luncheon occurred with Lovelace this past week that talked about preterm labour and educated our providers and staff on these emergencies.</p> <p><b>Infection Control</b> We have been able to keep up with the Infection Control duties as Kyle is learning his new role and continues to work in the ED. He has had some valuable learning time in incident command and is scheduled to take some formal training next month.</p> <p><b>Cardiopulmonary</b> Cardiopulmonary has completed their first EEG this past week. They have also hired a permanent night shift employee. Their next project is to work on the holter monitor interface to save man hours on manual work arounds and improve delivery of results to physicians once completed.</p> <p><b>Social Services</b> Social Services received 31 consult orders in March. We have increased the number of patients being serviced at the clinic for medication management. Our new social worker has begun training and is in the final steps of being credentialed to provide counselling services at a future date.</p> <p><b>Pharmacy</b> We have hired a fulltime pharmacist to assist our fulltime Pharmacy Director. He comes with experience in both large hospital and Critical Access Hospitals and are happy to have found him.</p> <p><b>Dietary</b> We want to thank Matilda our Dietary Manager for her uplifting seasonal activities that place a smile on all staffs' face. This month we hunted for a daily Easter egg throughout the hospital or clinic and the employee got a treat from dietary.</p>		
<b><u>CEO Report</u></b>	Thomas Whelan reported two general surgeons have already made a site visit and a third is still expected to come. Concerns of whether or not the surgeons would move to a "small town" was		

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	presented. Hospitalist, Dr. Thorp will start in May 2022. ACL Hospital and Laguna Clinic were impressed with Cibola General Hospital's services and would direct their patients to this hospital. Candidates are being sought for a new HIM and IT Director.		
<b><u>Medical Staff Report</u></b>	Dr. Stacey Dimitt reported changes made to the COVID policy and lab supply shortages. A lot of staff and providers have been having family emergencies and the Clinic is working hard to cover those positions.		
<b><u>QHR Report</u></b>	Eric Jones presented the QHR report to the Committee.		
<b><u>Executive Session</u></b>	Executive session had nothing to discuss:		Nothing further.

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<u>Old Business</u>			Nothing further.

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<u>New Business/Action Taken:</u>			Nothing further.

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<b><u>Announcements/ Reminders</u></b>	<p>Lab will be CAP inspected on April 21<sup>st</sup></p> <p>Wednesday, March 30, 2022 is Dr. 's Day</p> <p>Director's Strategic Planning will be held at La Ventana on March 31, 2022</p> <p>Strategic Planning will take place on April 28<sup>th</sup> and 29<sup>th</sup>.</p> <p>Isotopes Game May 4<sup>th</sup>.</p>		
<b><u>Executive Session II</u></b>	<p>Motion to move to Executive Session II made by Kevin Branum, Seconded by Dr. Stacey Dimitt</p> <p>Motion Carried by way of acclamation, all in agreement.</p> <p>Executive session begins at 1840 to discuss:</p> <p>a. FTEs and Volumes</p>		<p>Motion to return to Open session made by Kevin Branum, Seconded by Dr. Stacey Dimitt</p> <p>Motion Carried by way of acclamation, all in agreement.</p> <p>Open session begins at 1910</p>
<b><u>Adjournment:</u></b>	Meeting adjourned by Board Member Kendra Brown	Meeting adjourned at 1910	The Board of Directors will meet next on Monday, March 28, 2022 at 1730 in the Board Room.

CHAIRPERSON APPROVAL SIGNATURE \_\_\_\_\_