

Board of Directors

Date: August 23, 2021

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, Thomas Whelan/CEO Jim Hermes/ CFO Maria Atencio/co-CNO Glenna Losito/co-CNO

Others present: Christopher Harris/ HR Director Ambroshia Mandagaran/Director of Risk and Quality Cynthia Tena/Director of Marketing / Lorraine Chavez /Compliance Director Nydia Sanchez / Marketing Assistant Eric Jones/QHR Mark Henning/QHR

Additional Attendees:

Recorder: Plinky Joy Galera / Administrative Assistant

Called to order: 17:31

Time adjourned: 20:04

Location: Community Room via WebEx

AGENDA ITEM	DISCUSSION/FINDINGS	CONCLUSIONS/RECOMM.	ACTION/FOLLOWUP/RESP. PARTY
<u>Call to Order</u>	The meeting was called to order by Eileen Yarborough		No further discussion.
<u>Roll Call</u>	Eileen Yarborough called roll.	Kevin Branum was not present.	Nothing further.
<u>Prayer</u>	A prayer was given by Thomas Whelan.		
<u>Recognition of Additional Attendees</u>			Nothing further.
<u>Citizens to Address the Board</u>			
<u>Agenda</u>	<ul style="list-style-type: none"> a. Revised Agenda was presented for August 23, 2021 b. Meeting minutes presented for approval: <ul style="list-style-type: none"> i. Board Meeting: July 26, 2021 	<ul style="list-style-type: none"> a. Motion to approve Revised Agenda made by Dr. Stacey Dimitt Seconded by Ron Ortiz carries by way of acclamation, all in approval. b. Motion to approve minutes as presented was made by Dr. Stacey Dimitt, Seconded by Stephanie Rivard. Motion carries by way of acclamation, all in approval. 	Approved and signed meeting minutes will be posted for the public on the CGHC website.
<u>Committee Reports</u>	<ul style="list-style-type: none"> i. Introduction of New Board Member 	<ul style="list-style-type: none"> i. Mr. Whelan introduced Stephanie Rivard as a new Board Member. Ms. Yarborough welcome Ms. Rivard and indicated that she is a county appointed Board Member replacing Bob Tenequer. 	
	<ul style="list-style-type: none"> ii. Finance/CFO Report 	<ul style="list-style-type: none"> ii. Mr. Hermes gave a verbal update on The Financial Report for month and year ending July 2021. The following is verbally added by Mr. Hermes: 	

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	<p>iii. Human Resource/Recruitment Committee</p>	<ul style="list-style-type: none"> • Posted net revenue was impacted favorably by \$500,000 for deferred bad debt on delayed billings which will end on September 30, 2021. • Wage increases were initiated for Nursing, Lab Techs and Medical Assistants in August 2021 where the rates of the abovementioned medical professionals are slightly higher than Albuquerque so Cibola General Hospital can build a more dependable and lasting workforce. • Accounts receivable days climbed to 105 days due to weak collections amounting to \$1.7 million. Unbilled charges dropped \$900,000 dropped from \$3.6 million to \$2.7 million • The target for unbilled charges stays at \$2 million. • The Hospital remains 195 days cash on hand for July 2021, which is down from 217 days cash on hand in June 2021. • August collections are on track to exceed \$3 million to get the Hospital above 200 days cash on hand. <p>iii. Mr. Whelan reported to the Board of Directors that the Hospital is actively recruiting for a General Surgeon to take the place of Dr. Karl Gutierrez and Dr. Walter Bridges II. Mr. Whelan also showed the Board members the Hospital's Provider Search tracker detailing the Hospital's search for a General Surgeon, a Family Medicine Advanced Practice Professional (APP), a Surgical APP, a Psych Nurse Practitioner, an After-Hours Clinic Provider, and a Family Medicine/Internal Medicine Physician. Mr. Whelan indicated that the Board would be involved more in the provider recruitment process through the Human Resources/Recruitment Committee. Board representatives will be invited to on-site events with prospective providers.</p>	
<p><u>CNO Report</u></p>	<p>Maria Atencio gave a verbal update on department developments, and nursing contracts status along with and Social Services personnel updates. Furthermore, Ms. Atencio reported that the Hospital and the Emergency Department is inundated due to high infection rates of COVID-19 Delta variant. Hospital equipment is maxed out, and the Hospital staff are stretched to their limits due to rapidly increasing COVID-19 cases in CGHC and the community. The co-CNOs are heading the Hospital's Incident Command where managers meet daily to discuss to COVID-19 management strategies in</p>		<p>No further discussion.</p>

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	the Cibola Community and the Hospital.		
<u>CEO Report</u>		<p>Mr. Whelan reported that the Hospital conducted Clinical Provider Meeting to discuss treatment and assessment COVID-19 outpatients and Persons Under Investigations for the virus.</p> <p>i. Compliance Report</p> <ul style="list-style-type: none"> • Lorraine Chavez reported the Compliance Board Report for the period of April to June 2021. <p>ii. Clinic Operations Report</p> <ul style="list-style-type: none"> • Clinic Administrator Brenda Newell reported to the Board the Cibola Family Health Center (CGHC) and Specialty Clinic Organizational Chart. She also reported provider and staff changes in the clinic along with the total billed volumes on <i>Surgery, Primary Care, Cardiology, and Obstetrics</i>. Ms. Newell shared the vision for CFHC to have an After Hours/Walk-In Clinic, to continue COVID-19 Vaccination Hub, to visit outlying communities, to offer Mental Health/Opioid Treatment, and to pursue continuing education for medical assistants and Front Office Staff, specifically for customer service. 	
<u>Medical Staff Report</u>	Dr. Stacey Dimitt reiterated that the Medical Staff are overstretched due to increased COVID cases from the Delta Variant. She also reported that the providers are doing their best to give quality care to patients through several processes that the Hospital's Medical Executive have in place.		No further discussion
<u>QHR Report</u>	Eric Jones presented the QHR report to the Committee.	<p>Eric Jones reported that the process for drafting the strategic plan for the next three years. One of the major needs identified in the Community Health Needs Assessment is an Optometrist/Ophthalmologist as Grants, NM does not have either.</p> <p>Mark Henning, Assistant Vice President for Client Success of QHR introduced himself to the Cibola General Hospital and indicated that he will be helping out in ensuring that the Hospital's needs and objectives are obtained.</p>	Nothing further.

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<u>Executive Session</u>	<p>Motion to move to Executive Session made by Dr. Stacey Dimitt, Seconded by Ms. Rivard. Motion Carried by way of acclamation, all in approval.</p> <p>Executive session begins at 1856 to discuss:</p> <ul style="list-style-type: none"> a. Credentialing b. Personnel c. F.Y. 2021 Business Plan d. Quality 		<p>Motion to return to Open session made by Mr. Ortiz, Seconded by Dr. Dimitt. Motion Carried by way of acclamation, all in approval.</p> <p>Open session begins at 1945pm.</p>
<u>Old Business</u>			
<u>New Business/Action Taken:</u>	<ul style="list-style-type: none"> a. Credentialing 	<ul style="list-style-type: none"> a. Credential Report is made part of the official minutes. 	<ul style="list-style-type: none"> a. Motion to approve Medical Executive Committee Credentialing recommendations, made by Kendra Brown, Seconded by Stephanie Rivard. Carried by way of acclamation, all in approval.

	<p>b. Personnel</p> <ul style="list-style-type: none"> i. Megen Brown, Certified Registered Nurse Anesthetist (CRNA) Execute Contract ii. Maggie Edmiston, Psych Nurse Practitioner (PNP) Execute Contract iii. Justin Ellison, Surgical Nurse Practitioner – create an Offer and Execute Contract iv. Michael Ray, Family Nurse Practitioner (FNP) – create an Offer and Execute Contract v. General Surgeon (MD/DO) – Authorize Administration to Extend an Offer <p>c. Annual Elections</p>		<p>b. Personnel</p> <ul style="list-style-type: none"> i. Motion to execute contract with Megen Brown, CRNA made by Ron Ortiz, Seconded by Stephanie Rivard. Carried by way of acclamation, all in approval. ii. Motion to execute contract with Maggie Edmiston, Psych Nurse Practitioner (PNP) made by Joan Gilmore, Seconded by Stephanie Rivard. Carried by way of acclamation. All in approval. iii. Motion to extend an offer and execute contract with Justin Ellison, Surgical Nurse Practitioner made by Ron Ortiz, Seconded by Stephanie Rivard. Carried by way of acclamation. All in approval. iv. Motion to extend an offer and execute contract with Michael Ray, Family Nurse Practitioner made by Stephanie Rivard, Seconded by Ron Ortiz. Carried by way of acclamation. All in approval. v. Motion to extend an offer for a General Surgeon (MD/DO) made by Stephanie Rivard, Seconded by Joan Gilmore. Carried by way of Acclamation. All in approval. <p>c. The Board of Directors has elected the following to be the Officers for August 2021 to July 2022 Chair: Eileen Yarborough Vice-Chair: Kendra Brown</p>
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	<p>d. Schedule of Meetings for C.Y. 2021- 2022</p>	<p>The following are the meeting schedules for the rest of C.Y. 2021</p> <ul style="list-style-type: none"> • September 27, 2021 • October 25, 2021 • November 22, 2021 <p>The following are the proposed meeting schedules for C.Y. 2022:</p> <ul style="list-style-type: none"> • January 24, 2022 • February 28, 2022 • March 28, 2022 • April 25, 2022 • May 23, 2022 • June 27, 2022 	<p><i>Secretary/Treasurer: Chase Elkins</i></p>
<p><u>Announcements/ Reminders</u></p>	<p>Mr. Whelan invited the Board of Directors to the Annual Hard Hat & Boots Gala in the NM Mining Museum on Saturday, August 28, 2021, 6pm onwards. The Hospital will purchase a table for Board members and their guests.</p>		
<p><u>Adjournment:</u></p>	<p>Meeting adjourned by Board Chair Eileen Yarborough.</p>	<p>Meeting adjourned at 2004.</p>	<p>The Board of Directors will meet next on Monday, September 27, 2021 at 1730 in the Board Room.</p>

CHAIRPERSON APPROVAL SIGNATURE _____