

## Board of Directors

Date: November 21, 2022

Members Present:  Eileen Yarborough/Chairman,  Kendra Brown/Vice Chairman  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,  Harry Sheski /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:

Recorder: Amanda Jim / Administrative Assistant

Called to order: 1733

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 Eileen Yarborough		Nothing further.
<b><u>Roll Call</u></b>	Eileen Yarborough called roll.		Nothing further.
<b><u>Prayer</u></b>	A prayer was given by Robert Windhorst		
<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>  <b><u>Committee Reports</u></b>	<ul style="list-style-type: none"> <li>a. Agenda presented for November 21, 2022</li> <li>b. Meeting minutes presented for approval:                             <ul style="list-style-type: none"> <li>i. Board Meeting: October 24, 2022</li> </ul> </li> <li>i. Finance/CFO Report Jim Hermes verbally advised the board with details from the Finance Committee: Charges \$7.1m vs. \$8.2m budgeted and \$6.9m in September. Surgeon - generated revenue averaged \$1.2m/Mo. in FY 2022 vs. \$915k YTD variance (\$285k) Outpatient visits (except rehab) were strong (Total up 23% YOY) and ER is up 22% YOY Net Revenue</li> </ul>	Motion to approve amended Agenda made by Kendra Brown. 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 Stephanie Rivard. Seconded by Robert Windhorst. Motion carries by way of acclamation, all in agreement.</li> </ul>	

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	<p>Net revenue of \$3.8m is (\$384k) below budget. Hap and TAP funding is undisclosed to date so (\$150k) reduction in amount is being accrued. @(\$160k) is reduced surgeon generated net revenue</p> <p>Operating Expenses Costs of \$3.9m were \$300k below budget for wages and benefit, partly offset by locums Surgeon and CRNA Nursing and contract services were \$147k in October, flat to budget and down from a \$205k per month average in Q1! Overtime hrs. are down 33% vs Oct 2021 and 11% vs. last year Oct YTD</p> <p>Financial Results October loss of (\$90k) is \$70k &gt; budget and \$180k better than 10/2021. YTD (\$529k) loss is (\$190k) &lt; budget. YTD (\$529k) is \$190k better vs (\$728k) budgeted loss but \$800k worse than 2021 YTD for wages, locums &amp; agency Accounts Receivable and Cash Update 67 AR days up 4 from September despite 3 day unbilled AR improvement on poor collections Cash dropped \$600k to 140 Days on hand, off 5 from September.</p>		
<b><u>CNO Report</u></b>	<p>Maria Reported: <b>Staffing:</b> We presently have 7 contract staff. 4 in ED and 3 in OB. (Down by 1). We have hired a new grad from UNM Gallup Nursing program and she will be starting on MS today. We will be wining and dining the 4 NMSU grads in early December and hopefully get a few of those when they pass their exams. <b>Education:</b> The training this month could not have been any more appropriate with all of the paediatric RSV patients we are seeing. PALS (Paediatric Advanced Life Support) was provided for our staff. <b>Emergency Department:</b> ED visits continue to climb. In October there were</p>		No further discussion.

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	<p>1281 visits with 69 admits from the ED. The average length of stay for non- admits was 136 minutes, just over the national average of 135 minutes. The water outage in nearby Acoma has greatly impacted ED visits with ACL being closed the average daily census for November is 53 patients/day. We want to share that this hopefully is a temporary situation and we will return to our "normal busy." Dr Fedko is looking at supporting the ED with Allied professional 3 days/ week starting in February / March to take some of the work load off of the ED Providers.</p> <p>OR/PACU</p> <p>Our big news here is that Dr Susan Austin has started with us as a Locum. She has already entertained a busy OP practice and done 2 surgeries. The Surgery Team is excited to have her and looking forward to her building a practice. In October there were 76 OR cases with 18 outpatient procedures and 2 cancellations the day of surgery. James Our OR Manager and Angelina Foreman our PFS Manger are both new in their roles and attended a 2 day STEPPS Program for new leaders which both of them feel they benefited from.</p> <p>Obstetrics</p> <p>Our OB Director Kristin Brown is just completing her Fetal Monitoring Instructor course which will enable her to teach here at Cibola. This is a huge cost savings anytime we can provide courses here for our staff and will help on OB to train new nurses and get in these hard to find classes. She also recently returned from a National conference, "Critical Care in Obstetrics". We delivered 23 newborns the month of October.</p> <p>Infection Control</p> <p>Our Infection Control Nurse paired up with an experienced IC Nurse from Nor Lea Hospital down south. Besides her experience and knowledge sharing she provided, he also received validation of current processes in place. Successful overall.</p> <p>Cardiopulmonary</p> <p>Cardiopulmonary remains busy. September totalled 935 procedures and in October they had 1272 which is a 35% increase over 1 month. They are presently evaluating new treatment options for our RSV patients. Our Cardiopulmonary manager, Brooke has provided the Providers with CPAP Class which will help them interpret the</p>		

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	<p>results of the sleep study and manage the treatment of sleep apnea and CPAP as a therapy. Social Services SS consults for the month of October were 38. We had 199 out-patient behavioural health encounters. SS and nursing admin recently met with both CYFD and APS to gain insight/training from them on their policies and procedures when we refer at risk children and adults to their respective agencies. December 2nd we will have our next sit down meeting with law enforcement (Sherriff's Office, Grants PD, State Police, Acoma and Laguna have all been invited) to continue the conversation regarding community members with mental health crisis and services we can provide. Social services/BH has some community outreach events scheduled in the next few weeks with PMS Home Visiting Program, Casa San Jose and Open Skies.</p> <p>Pharmacy Omnicell project continues. Orientation continues for our new fulltime pharmacist as he came from the retail side. Our prn pharmacist that we did hire has hospital experience and seems to be fitting in well.</p>		
<b><u>HR Report</u></b>	Chris Harris discussed recruiting and hiring. Thirteen candidates are currently in the hiring pipeline. Chris has been attending many career fairs in the month of September and October. Human Resources is working on increasing Employee Engagement.		No further discussion.
<b><u>CEO Report</u></b>	Thomas Whelan gave an update regarding general surgeon candidates. Dr. Cannata came for a site visit and toured the community. Family Medicine doctors, still in residency are looking for job placements in order to make a commitment. The Hospital is still pursuing an Ortho Surgeon to assist in coverage with Dr. Austin.		No further discussion.
<b><u>Risk Management</u></b>	Ambrosia Mandagaran reported on Incidents by Department for Q1FY2023. Performance Improvement initiatives were submitted in Q1FY2023.		
<b><u>Compliance</u></b>	Lorraine Chavez presented her report for July-Sept, 2022.		
<b><u>Clinic Update</u></b>	Bob Cleland presented FY2023 Clear Company Goals and Clinic updates.		

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<b><u>Medical Staff Report</u></b>	Dr. Stacey Dimitt verbally advised the Board that Med Exec has heard some wonderful feedback regarding Dr. Austin. Appointments are being scheduled a month or two out. Providers are not using their vacation because they want to see patients and not inconvenience the customer.	A suggestion was presented to see if providers can roll over their PTO or are able to sell it back while being compliant with policy and any other regulations.	No further discussion.
<b><u>QHR Report</u></b>	Eric Jones introduced Ryan Nestruck and shared: a. Resolution RCM Shared Services		No further discussion.
<b><u>Executive Session</u></b>	Motion to move to Executive Session made by Joan Gilmore. Seconded by Stephanie Rivard Motion Carried by way of acclamation, all in agreement.  Executive session begins at 1905 to discuss: a. Credentialing b. Personnel c. Legal		Motion to return to Open session made by Joan Gilmore. Seconded by Kevin Branum Motion Carried by way of acclamation, all in agreement.  Open session begins at 1934
<b><u>Old Business</u></b>			Nothing further.

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<u><b>New Business/Action Taken:</b></u>	a. Board Committee assignments are tabled until next session in January 2023.  b. Motion to approve Investment Policy as presented by the Finance Committee  c. Motion to approve offer for General Surgeon, William Cannata, as presented in Executive Session.		a. Board Committee assignments will be discussed in January 2023.  b. Motion to approve Investment Policy in Executive Session by Joan Gilmore. Seconded by Robert Windhorst, motion carried by way of acclamation, all in agreement  c. Motion to approve offer for General Surgeon, William Cannata as presented in Executive Session by Kevin Branum. Seconded by Joan Gilmore, carried by way of acclamation, all in agreement
<u><b>Announcements/Reminders</b></u>	December 3, 2023 Holiday Party at Pizza 9. Board Meeting calendar for 2023 was distributed.		
<u><b>Executive Session II</b></u>			Nothing Further
<u><b>Adjournment:</b></u>	Meeting adjourned by Board Member Eileen Yarborough	Board Meeting adjourned at 1939.	The Board of Directors will meet next on Monday, January 23, 2023 at 1730 in the Board Room.

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