

Board of Directors

Date: May 24, 2021

Members Present: Eileen Yarborough/Chairman, Kendra Brown/Vice Chairman Chase Elkins/Secretary Dr. Walter Bridges II/Chief of Staff Bob Tenequer/Board Member Robert Windhorst/Board Member Kevin Branum/Board Member Ron Ortiz/ Board Member Joan Gilmore /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 Eric Jones/QHR Mark Henning / QHR

Additional Attendees:

Recorder: Plinky Joy Galera / Administrative Assistant

Called to order: 17:00

Time adjourned: 19:42

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 | Ron Ortiz and Kevin Branum were not present. | Nothing further. |
| <u>Prayer</u> | A prayer was given by Dr. Walter Bridges II | | |
| <u>Recognition of Additional Attendees</u> | Joan Klonowski was recognized by Board Chairperson Eileen Yarborough. | | Nothing further. |
| <u>Citizens to Address the Board</u> | Joan Klonowski inquired if CGHC is using <i>Ivermectin</i> as there were reports that it is the “wonder drug” for COVID-19. She also inquired if CGHC has a policy on abortion and assisted suicide. | | Maria Atencio stated that CGHC does have <i>Ivermectin</i> but it has never been administered to COVID patients because it is not seen as valuable for COVID Treatment. Thomas Whelan replied that CGHC is currently formulating its policy on abortion and assisted suicide. |
| <u>Consent Agenda</u> | <ul style="list-style-type: none"> a. Revised Agenda was presented for May 24, 2021 b. Meeting minutes presented for approval: <ul style="list-style-type: none"> i. Board Meeting: April 26, 2021 | <ul style="list-style-type: none"> a. Motion to approve Revised Agenda as revised made by Dr. Walter Bridges II, Seconded by Robert Windhorst carries by way of roll call vote, all in approval. b. Motion to approve minutes as presented was made by Dr. Walter Bridges II, Seconded by Robert Windhorst. Motion carries by way of roll call vote, 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. Finance/CFO Report | <ul style="list-style-type: none"> i. Jim Hermes gave a verbal update on The Financial Report for month and year ending April 30, 2021. <p>The Financial Report for month and year ending April 2021 was included in the packet. The following verbally added by Jim</p> | |

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| | | <p>Hermes:</p> <p>Volumes for the month of April 2021 remained strong. Costs remained flat for the April 2021 at \$2.9m but labor costs were down by \$130,000 compared to labor costs in March 2021.</p> <p>Other issues of note:</p> <ul style="list-style-type: none"> • Reported Net Revenue was \$3.1 million, flat to February, 9% higher than the YTD March. YTD Net is up to 15% over 2020. • Charges were \$6.9 million in April, which is \$300,000 above budget and \$100,000 greater than March. • In April 2021, cost of contract nurse staffing dropped \$17,000. The cost of construct nurse staffing in March 2021 was \$60,000 whereas it amounted to \$43,000 in April 2021. However, understaffing issues persist in Laboratory and Cardiopulmonary Departments. • The Hospital's overtime costs dropped to \$63,000 in April 2021 compared to \$80,000 in March and the peak at \$160,000 in January 2021. However, the Hospital is still covering \$25,000 additional ER physician costs due to the ongoing and persisting issue of ER volume weaknesses. • Lab outside service costs dropped from \$80,000 to \$64,000 in April. • AR days dropped from 90 days to 86 days. At April 30, 2021, unbilled AR charges remain at \$6.1m, which is 2.7m of net revenue and 32 AR days. • The Hospital's days cash on hand is 227 days, which is higher than 205 days cash on hand in March. The Hospital anticipates being above 250 days cash on hand within 30 days of eliminating the Cerner billing backlog. <p>ii. Marketing</p> <p>Cynthia Tena showed the appreciation video for Hospital and Clinic Providers to be posted on the Hospital's Facebook account.</p> <p>iii. Performance Improvement Committee Report</p> <p>Ambroshia Mandaragan updated the Board that the Performance Improvement Committee had its meeting on May 4, 2021 which is also the last meeting for the fiscal year. Among</p> | |

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| | | <p>topics discussed in the ensuing meeting are COVID Updates, employee engagement, that Hospital medical staff hired and retained have the education and experience required by the job, and Hospital service programs. In terms of regulatory updates, the Joint Commission has fully accredited Cibola General Hospital and its ancillary clinics.</p> <p>iv. Scholarship Report</p> <p>Christopher Harris reported that Cibola General Hospital Corporation has given scholarships to select students pursuing medical-related degrees. The scholars would receive \$500.00 each.</p> | |
| <u>CNO Report</u> | <p>Maria Atencio gave a verbal update on department developments, and nursing contracts status along with and Social Services personnel updates.</p> | | <p>No further discussion.</p> |
| <u>CEO Report</u> | <p>Thomas Whelan presented the CEO Report to the Board members. He also raised to the Board the use of <i>Scribe America</i> for medical scribe programs for the doctors to facilitate healthcare and medical recording more efficiently. Currently, only one Hospital provider is using <i>Scribe America</i>.</p> | <p>i. Compliance Report</p> <ul style="list-style-type: none"> • Lorraine Chavez presented the Compliance report for the period of January to March 2021. For <i>Education and Training Compliance</i>, she reported that one hundred percent (100%) of new hires completed their <i>New Employee Orientation</i> and gave kudos to the HR Department for this. For <i>Annual Compliance Training</i>, she noted that only 91% of hospital employees and providers have completed it and she sent reminders to Hospital Directors to ensure full compliance. • Lorraine Chavez proposed a new policy entitled <i>Preventing, Detecting & Reporting Fraud, Waste and Abuse</i> which stipulates how the Hospital and its employees and providers can detect, avoid (through training and educational programs), and report fraud, waste, and abuse. | <p>Bob Tenequer raised if it would be possible for people of Grants and Cibola County to be trained as medical scribes so new jobs can be created for Grants and Cibola County locals and residents.</p> |
| <u>Medical Staff Report</u> | <p>Dr. Walter Bridges II gave a verbal update on the challenges that the medical staff meet in relation to Cerner. However, he noted that Cerner's technology helps out in improving patient care.</p> | | <p>No further discussion</p> |
| <u>QHR Annual Benefits Report</u> | <p>Eric Jones reported some QHR activities that has been conducted and answered any questions of clarification the Board had. Mark Henning of QHR gave the Board a summarized presentation of leadership seminars on <i>Supply Chain, Intro to Medicare Reimbursements and Hot Topics, and Compliance Updates</i>.</p> | | <p>Nothing further.</p> |

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| <u>Executive Session</u> | Motion to move to Executive Session made by Dr. Bridges, Seconded by Robert Windhorst. Motion Carried by way of roll call vote, all in approval. Executive session begins at 1856 to discuss: a. Personnel b. Legal Matters | | Motion to return to Open session made by Dr. Bridges, Seconded by Robert Windhorst. Motion Carried by way of roll call vote, all in approval. Open session begins at 1949pm. |
| <u>Old Business</u> | | | |
| <u>New Business/Action Taken:</u> | a. Personnel – Certified Registered Nurse Anesthetists b. New Policy - <i>Preventing, Detecting & Reporting Fraud, Waste and Abuse</i> | | a. Motion to approve new compensation and benefit package for Cibola General Hospital’s Registered Nurse Anesthetists (CRNA) and hiring of third CRNA made by Dr, Bridges, Seconded by Robert Windhorst, Carried by way of roll vote, all in approval. b. Motion to approve new policy <i>Preventing, Detecting, & Reporting Fraud, Waste and Abuse</i> made by Joan Gilmore, Seconded by Robert Windhorst, Carried by way of roll call vote, all in approval. |
| <u>Announcements/ Reminders</u> | | | |
| <u>Adjournment:</u> | Motion to adjourn made by Dr. Bridges, Seconded by Robert Windhorst. Motion Carried by way of roll call vote, all in approval. | Meeting adjourned at 1952. | The Board of Directors will meet next on Monday, June 28, 2021 at 1730 in the Community Room. |

CHAIRPERSON APPROVAL SIGNATURE *Eileen Garborough*