

TAOS HEALTH SYSTEMS, INC.
BOARD OF DIRECTORS MEETING MINUTES
Hospital Board Room
February 27, 2019
6:00 p.m.

Present: Chris Stagg, Karen Matherlee, Andy Torres, Lucille Gallegos-Jaramillo, Barbara Vondy, Tim Moore, M.D, John Foster, MD, Trinidad de Jesus Arguello, Gelian Ismail, MD, and Sylvia Villarreal, MD

Members Absent: Cisco Gonzales and Gregory Trujillo

Administration: Bill Patten, Renee Laughlin, Sue Romansky, Jeff Schenck and Pam Akin

Guests: Brent Jaramillo, Taos County Manager, Christa Castro, PAC, and Sarah Beane, ED Manager

Citizens: Stephens Hall

- I. **Call to Order** - Holy Cross Hospital, a division of the Taos Health Systems, Inc., Board of Directors meeting was called to order at 6:00 p.m., Wednesday, February 27, 2019, by Chris Stagg, Chair. Attendance was recorded and a quorum was present.
- II. **Pledge of Allegiance**
- III. **Approval of Agenda** - The agenda was presented for review and approval. Following review and discussion, a motion was made and seconded to approve the agenda as presented. All were in favor and the motion carried.
- IV. **Approval of Minutes** - Following review and discussion, a motion was made and seconded to approve the January 30, 2019 minutes as amended to add Shea Brock to the attendance list. All were in favor and the motion carried.
- V. **Public Comments** – None presented.
- VI. **Department Presentation – ED Dept. Christa Castro, PAC & Sarah Beane, ED Manager**

Christa Castro, PAC, ED APC Manager presented on the following:

- ED Volumes
- Disposition Highlights: Admission Rates, Transfer Rates, and Patients leaving without being seen.
- Throughput LOS per Provider (MD & ACP)
- Emergency Severity Index: ESI Triage Algorithm
- Length of Service (minutes) by ESI
- Length of Service (minutes) by Disposition Type
- Length of Service (hours) by Diagnosis
- Door to Doctor Time
- Productivity
- Staffing
- Customer Service Scores

Sarah Beane, RN, BS ED Manager reported on the following:

- Taos Ski Valley Avalanche – It's impact on the Holy Cross ER and lessons learned.
- Nine staff members will be attending the FEMA training in April.

The board thanked both Christa and Sarah for their great presentations!

VII. **Lifewings Quality & Safety Council Report – Sue Romansky, Quality VP**

Sue Romansky presented on the following:

- Lifewings Annual Evaluation Report
 - Lifewings Goal
 - Principles
 - Quality and Safety Reporting Structure
 - Lifewings Quality & Safety Plan Components
 - Reviewed 2018 Department Plans:
 - Principles: Customer Focus, Employee Involvement-all levels, leadership –oversite effectiveness, Continual Improvement, Factual Approach to Decision making- based on the analysis of data and information, and Process approach PDCA (Plan Do Check Act).
 - Lifewings Quality & Safety Plan Goals for 2019 – Focus will be on quality improvement, customer satisfaction, policies & procedures, and Risk.
 - Reviewed the 2018 Quality & Safety Department Scorecard.
 - Reviewed the star rating results and measures.
 - Opportunities for Improvement.
 - Customer Satisfaction Trends
- Behavior Standards Awards
 - January
 - Service: Manuel Romero
 - Teamwork: Dale Cisneros, Ann Stewart, & Luisa Hamilton
 - Communication: Dr. Tim Moore
- Drug Testing
 - Discussion held regarding the Drug Testing Policy. This issue will be revisited at the next board meeting.

VIII. **Approval of the Consent Agenda** - Following review and discussion, a motion was made and seconded to approve all the items listed under the Consent Agenda. The majority were in favor and the motion carried.

- January 2019 Financial Statements – Approved on Consent Agenda as recommended by the Finance Committee.
- Approval of Contracts/Agreements:
 - Approval of Surgery & Anesthesia Department Co-Chair agreement for David Flanagan, MD – Approved on Consent Agenda as recommended by the Finance Committee.
- Quarterly CEO Reports – Approved on Consent Agenda.
- Quarterly CFO Reports – Approved on Consent Agenda.
- Compliance Education – (Informational) Approved on Consent Agenda.

IX. **CEO Report – Bill Patten, CEO** - Mr. Patten reported on the following:

- Hospital Auxiliary seat on the board – Mr. Patten reported that two names have been submitted by the Auxiliary Nominating Committee to replace Patsy Scott. Mr. Stagg made a recommendation to appoint Ms. Cindy Vest.
- Discussion regarding House Bill 6 and its impact on hospitals. Bill will be going to the legislature to lobby this bill along with the medical malpractice bill.
- Board Self Evaluation – Bill distributed a copy of the Board Self-evaluation summary and asked the board to review it. This item will be discussed at the March board meeting.
- Recruitment update.
- Reviewed the Staff Turnover, Recruitment & Retention Report
- Getting good feedback on the “Keeping You in the Loop” communication tool.
- Opioid planning meeting - Have had two meetings thus far and hope to come together in May for a summit.

- EMR – The MEC will be putting together an issues list. *Notes*, a new way for practitioners to chart, is already in the works. Installation will occur in late March. Drs. Parker, Lucero, and Yong will be the first to trial it.
- Financial Improvement Plan – Bill reviewed the report with the board. The goal is to have all completed in time to include it in the 2020 budget.
- Draft of the Community Health Needs Assessment – Bill asked the board to review the draft assessment and mentioned that this will be discussed at the March board meeting.

X. **QHR Report** – No Report.

- Quorum Consulting and Region Support Deployment Plan (Informational)
- Quorum Board Minutes (Consumers: The New Healthcare Reformers) - (Informational)

XI. **Chief of Staff Report – Tim Moore, MD** – Dr. Moore reported on the following:

- Dr. Moore recognized the addition of Drs. Villarreal and Ismail on the board.
- Reported on his personal experience in our ED. Witnessed how great our hospital is.

XII. **Committee Reports**

a) **Finance Committee Report - Shea Brock, Interim CFO**

Mr. Brock gave a recap of the Finance Committee meeting held earlier this afternoon and reported on the January financials. He also reported on the following:

- Presented a status report on the TruBridge Project.
- Approved Dr. Flanagan's Surgery & Anesthesia Committee Co-Chair Agreement.

b) **Joint Conference Committee Report – Chris Stagg**

Mr. Stagg reported that the JCC did not meet this month.

XIII. **New Business**

- Approval of the Health Care Contract Evaluation Policy – Following review and discussion, a motion was made and seconded to approve the policy as presented. All were in favor and motion carried. A recommendation was made to spell out the word COP – Conditions of participation.
- Approval of the 2017 Non-Clinical Contracted Services - Following review and discussion, a motion was made and seconded to approve the 2017 Non-Clinical Contracted Services as recommended by the MEC and Administration. All were in favor and motion carried. Dr. Moore reported that there was no contrary input from the Medical Executive Committee on the contracts presented with the exception of the Evident contract which is already being addressed by Administration.
- Chris Stagg assigned Sylvia Villarreal, MD to the PHO Committee and Dr. Ismail to the Joint Conference, Finance, and the Nominating Committees.

XIV. **Old Business**

There was no old Business presented.

XV. **Executive Session**

- A motion was made and seconded at 8:22 p.m. to enter into Executive Session to discuss Medical Staff credentialing and privileging recommendations, QHR Reports, legally protected matters, personnel issues, CEO Evaluation and Contract Renewal. All were in favor and the motion carried.
- A motion was made and seconded to reconvene into open session at 9:12 p.m. All were in favor and the motion carried.

XVI. **Other Business**

- 1) Credentialing – A motion was made and seconded to approve each of the Medical Staff recommendations to the Board for privileges and memberships as listed below. All were in favor and the motion carried.

APPOINTMENTS:

Dougherty, William, MD, General and Plastic Surgery – Appointment in the Surgery & Anesthesia Department

Zubro, John, CNP, Hospitalist – Appointment in the Pediatric & Adult Medicine Department.

Xiao, Ruobing, MD, Pathology – Appointment in the Surgery & Anesthesia Department.

Neuro-telemedicine - Appointment in the Pediatric & Adult Medicine Department

- Kulik, Tobias MD, Neurology
- Dubey, Neeraj MD, Neurology
- Huisa-Garate, Branko MD, Neurology
- Tran, Huy, MD, Neurology
- Yonas, Howard, MD, Neuro-Surgery
- Chohan, Muhammad, MD, Neuro-Surgery
- Hedna, Vishnumurthy Shushrutha, MD, Neurology
- Chang, Jason, MD, Neurology

REAPPOINTMENTS:

Reid, John MD, Orthopedic Surgery - Reappointment in the Surgery & Anesthesia Department.

Neubert, Martin PAC, ED – Reappointment in the Emergency Medicine Department

Miller, Marti CNP, ED – Reappointment in the Emergency Medicine Department.

Dara, Bharat MD, Pediatric Cardiology – Reappointment in the Pediatric & Adult Medicine Department.

Elsass, Kelcey MD, V-Rad – Reappointment in the Pediatric & Adult Medicine Department.

Goni, Michelle MD, V-Rad – Reappointment in the Pediatric & Adult Medicine Department.

Hamburg, Carole MD, V-Rad – Reappointment in the Pediatric & Adult Medicine Department.

Roemhildt, Louis MD, V-Rad – Reappointment in the Pediatric & Adult Medicine Department.

Welte, Frank MD, V-Rad – Reappointment in the Pediatric & Adult Medicine Department.

Wike, Laura MD, V-Rad - Reappointment in the Pediatric & Adult Medicine Department.

XVII. **Other Actions** – None.

XVIII. **Adjournment** - There being no further business, the meeting adjourned at 9:15 p.m.

Respectfully submitted by:


Lenora Cisneros, Recorder

Approved by:


Andy Torres, Secretary