

TAOS HEALTH SYSTEMS, INC.
BOARD OF DIRECTORS MEETING MINUTES
Hospital Board Room
September 23, 2019
6:00 p.m.

Present: Barbara Vondy, Trinidad de Jesus Arguello, Sylvia Villarreal, MD, Menice Santistevan, Joaquin Gonzales, Lucille Gallegos-Jaramillo, Tim Moore, M.D, Rey Garcia, Peter Selzer, MD and Cisco Gonzales (via teleconference)

Members Absent: Geilan Ismail, MD, Chris Stagg and Cindy Vest

Administration: Bill Patten, Sue Romansky, Steve Rozenboom, Jeff Schenck, and Leslie Hixson

Guests: Eric Jones, AVP, QHR, Gayle Martinez, Jamie Johnson/Valerie Boswell, BKD

Citizens:

- I. **Call to Order** - Holy Cross Hospital, a division of the Taos Health Systems, Inc., Board of Directors meeting was called to order at 6:04 p.m., Wednesday, September 23, 2019, by Barbara Vondy, Finance Committee Chairperson. 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. Barbara introduced the guests present.
- IV. **Mission, Vision and Values**

Bill Patten reported that last week he spoke to Michael Zongetti, father of Matthew Zongetti, who was one of the two skiers that died in the Taos Ski Valley avalanche last year. Michael sent Bill a copy of a video that their local community did as a tribute to Matthew. They are also in the process of starting a foundation in Matthews's name. Michael once again reinforced what a difference our organization made in the life of their family. Mr. Zongetti also shared this with the Taos Ski Valley CEO and his wife when they attended Matthew's services in Massachusetts. Bill mentioned that it resonated with him that so often we get caught up in the negative details of being in healthcare and this was a perfect example of why we do what we do and how fortunate we are to be part of an organization that has such high standards as expressed in our Mission, Vision and Values.
- V. **Declaration of Conflicts of Interest** - There were no conflicts of interest reported.
- VI. **Approval of Minutes** - Following review and discussion, a motion was made and seconded to approve the August 28, 2019 minutes as amended to remove John Foster, MD and replace with Peter Selzer, MD as being in attendance at the August 28, 2019 meeting. All were in favor and the motion carried.
- VII. **Public Comments** – Leslie Hixson, new Human Resources Director gave a brief introduction. The board welcomed Lesley to HCMC.
- VIII. **Taos Orthopaedic Institute – Orthopaedic Sports Medicine Fellowship Annual Report, Program Lines of Supervisory Responsibility and Memorandum of Understanding Introduction of Orthopaedic Fellows – Jeb Reid, MD** - No Report presented.
- IX. **Marketing Department Presentation – Gayle Martinez, Marketing Communications Coord.**

Gayle Martinez presented on the following:

 - Marketing Responsibilities
 - Marketing Team – Gayle & Gizmo Productions

- Print Ads
- Radio Advertising
- Rack Cards & Brochures
- Social Media and Digital Advertising
 - Taos News Digital Advertising
 - Videos
 - Photography
 - Website
 - Mobile Site
- The HUM Newsletter
- Event Management & Support
- Special Projects
 - CHNA
 - Internal Communication
- Facility Signage
- Well Women Taos Radio Show
- Public Information Officer
- 2019 – 2020 Initiatives

The Board thanked Ms. Martinez for the great presentation.

X. Financial Audit Presentation – May 31, 2019 – BKD

Jamie Johnson and Valerie Boswell, our auditors from BKD, presented a brief summary of the Financial Audit Presentation made earlier to the Finance Committee. Jamie reported that they reviewed the numbers in detail. She then summarized their recommendations and proposed audit adjustments with the committee. She mentioned that they are working on a couple of last items before finalizing the audit. Their plan will be to send the final Financial Audit to the Finance Committee for their approval once the last pieces have been completed. Jamie stated that where they are right now, that their plan is to issue a clean unmodified opinion which is the best audit opinion you can receive

Valerie reported that they are in the processing of collecting data in preparation of the Cost Report. The report should be ready in the next couple of weeks for the team to review. Jamie thanked the HCMC team for all their hard work. The board also acknowledged the Finance team for their great work.

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

Sue presented the following report.

- Reviewed the risks in the departments.
- Reviewed the quarterly department reports.
- Reviewed the customer satisfaction scores.
- Reported on the Core Measures.
- Reviewed the HCAHPS scores.
- Reviewed the HIIN Measures
- Reviewed the MAP Project relating to “Patient Transfer Data”
- Reported on the Patient and Family Advisory Council.
- Presented the most recent BeStarrs Awardees
 - Theresa Trujillo, Communication
 - Nicole Groves, Accountability
 - House Shift Coordinators – Teamwork
 - Christa Castro, PAC – Safety & Quality
 - Kathy Alcon - Service

XII. 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. All were in favor and the motion carried.

- August 2019 Financial Statements – Approved on Consent Agenda as recommended by the Finance Committee.

- Approval of Contracts/Agreements:
 - Taos Professional Office Building Lease Extension - Approved on Consent Agenda.
- Quarterly Quality Reports – Sue Romansky, Quality VP – Approved on Consent Agenda.
- Compliance Report – Renee Laughlin, Compliance/Risk Management, VP – Approved on Consent Agenda
- Compliance Education – (Informational) - Approved on Consent Agenda
- Quarterly Patient Care Division Reports - Approved on Consent Agenda.

XIII. **QHR Report – Eric Jones, AVP, QHR**

Eric Jones, AVP reported on the following.

- QHR Purchasing Advantage Annual Disclosures re: Group Purchasing Organization Program – Eric reviewed the report and stated that the savings to HCMC is ~\$565,000. The Strategic Partner savings is ~\$121,000 for a total savings of \$686,000
- QHR is working to bring a Physician Practice Management training to Albuquerque as a service to New Mexico hospitals
- The Service Line Analysis report will be presented at the October 30th board meeting

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

- Recruitment Update.
- PAC Contribution – Bill thanked the board for their donations.
- Annual Employee Service Awards will be held on October 23rd at El Monte Sagrado. The board will be receiving invitations in the next few weeks.
- Flu Shot Campaign – The first POD will be held on October 3rd and the second will be held on November 13th from 9 – 3 in the LEA Conference room; we are strongly encouraging all staff to get their shot.
- All Staff Meetings were held last week and had over 200 attendees. Bill shared the results from the Employee Satisfaction Survey.
- The ROAMS team will be meeting in Taos next week. The plan is to move the meetings around to different locations. A Director will be hired to oversee the program.
- Capital Projects for Appropriation Request – The Finance Committee has reviewed the list along with three additional projects (Crosswalk across the street, water tank, and door sensors). We have not yet received the cost of the three projects. Following review and discussion, a motion was made and seconded to approve the project list as recommended by the Finance Committee. All were in favor and motion carried.
- Mill levy – Bill will be scheduling a date to present the Mill levy request to the County. We also will be scheduling a meeting with the county clerk to get the timeline for this project
- Compliance Committee Chair – Dr. Selzer has agreed to chair the Compliance Committee.

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

- **ED**
 - There is a positive presence, stability, and direction in the ED now that Dr. Marshall is on board.
 - Throughput time seems to be improving
 - Psychiatry and acute care continue to be an issue.
 - ED is working with staff on programs to protect staff from abuse from patients.
 - Seeing a decrease in locums physicians which should cut costs.
 - Looking at making improvements in utilization of testing in the ED
- **OR**
 - Numbers are down due to providers out on vacation. Dr. Lucero is adding a lot of volume in Urology.
 - Still waiting to open room #3. The plan is to add additional moisture sensors and then open up the room.
- **Med-Surg**
 - Hospitalist are looking at cost savings with volumes
 - Home health services – having issues with transitioning patients out to home care
- **Radiology**
 - Very busy. Pleased that we have great leadership and staff in imaging

- **Peds**
 - Dr Parker is now working for Dr Villarreal at the TCCY Clinic.
- **Cardiology**
 - Very accessible and approachable.
- **OB**
 - Very excited about the ROAMS Grant.
 - FP/OB – Working with another colleague at looking into the credentialing requirements and training

XVI **Committee Reports**

a) **Finance Committee Report – Steve Rozenboom, CFO**

Steve gave a recap of the Finance Committee meeting held earlier in the afternoon and reported on the August financials. He also reported on the following.

- Auditors presented the May 31, 2019 draft Financial Audit. Final draft will be sent to the Finance Committee for final approval when it is complete. The largest adjustment to be made is the Sole Community funding. The auditors gave us a clean unmodified opinion.
- Approved the Taos Professional Office Building Lease Extension for one year
- BKD presented an overview on the Cost Report and other financial topics.
- Presented a status report on the TruBridge Project
- Reviewed the capital projects to be considered for State Budget Surplus Funding

b) **Joint Conference Committee Report – Bill Patten for Chris Stagg**

Bill gave a brief summary on the September 11th Joint Conference Committee meeting

XVII. **Old Business** - There was no old business presented.

XVIII. **New Business** – There was no new business presented.

XIX **Executive Session**

- a) A motion was made and seconded at 7.58 p.m. to enter into Executive Session to discuss Medical Staff credentialing and privileging recommendations, QHR Reports, legally protected matters, and personnel issues. All were in favor and the motion carried.
- b) A motion was made and seconded to reconvene into open session at 8.29 p.m. All were in favor and the motion carried.

XX **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.

INITIAL APPOINTMENTS:

Rusnick, William, Direct Radiology – Appointment in the Pediatric & Adult Medicine Department.

REAPPOINTMENT:

Singh, Rameet, MD OBGYN – Reappointment in the Pediatric Department and Surgery & Anesthesia Department.

Selzer, Peter, MD Radiology – Reappointment in the Pediatric and Adult Medicine Department.
reappointment

Steinberg, Marc, MD Community Status Family Medicine – Reappointment in the Pediatric and Adult Medicine Department.

XXI. **Other Actions** – None.

XXII. **Adjournment** - There being no further business, the meeting adjourned at 8:30 p.m.

Respectfully submitted by: Lenora Cisneros Approved by: Lucille Gallegos-Jaramillo
Lenora Cisneros, Recorder Lucille Gallegos-Jaramillo, Secretary