

MT. GRAHAM REGIONAL MEDICAL CENTER
Safford, Arizona

Board of Directors ~ MINUTES
Tuesday, October 13, 2020
0700 Hours - Board Room

Presiding: Cindy Bryce, Secretary/Treasurer

Present:

Board Members

Cecil L. Evans
Matthew Sampson, M.D.
Carolyn McCormies
Jean Reynolds
Steve Goodman
Susan Jones, M.D.
Kim Mack
Tom Johnson
John Martin *Via Phone*
Bruce Stanfield *Via Phone*
Bart J. Carter, M.D. *Via Phone*

Administration Staff

Roland Knox, President & CEO
Keith Bryce, VP & CFO
Eric Neal, VP & CPO
Lori Ray, VP & CNO

Excused: Caro Gaethje, Chair
Debbie Watson, Vice-Chair
David Bryce, D.O.
Eldon Woodall

Guest: None
Public: None

Recording Secretary: Christi Allred, Administrative Assistant
A quorum of the Governing Board Present; Notice Posted 10/8/20

Call to Order and Welcome – The meeting was called to order at 7:01a.m., by Cindy Bryce, Secretary/Treasurer. A roll call of the directors was taken and a quorum was established.

Public Input-None.

Board Committee Report-

Board of Directors Minutes: September 8, 2020.

ACTION: Susan Jones, M.D. made the motioned to approve the minutes of the September 8, 2020 Board of Directors meeting. Motion was seconded by Jean Reynolds. A rollcall vote was called; Motion passed unanimously.

Finance Committee Meeting Minutes: September 22, 2020

ACTION: Tom Johnson made the motioned to approve the minutes of the September 22, 2020 Board of Directors meeting. Motion was seconded by Susan Jones, M.D. A roll call vote was called; Motion passed unanimously

Executive Session regarding personnel matters and pending or contemplated litigation - None

Board Business

Approval of Construction Bid for Mt. Graham Surgical Associates Suite - Keith Bryce reviewed with the Board the BFL Construction Bid for the Mt. Graham Surgical Associates interior suite, which is 4698 square feet. \$3.9 Million dollars approved in the 2020 Budget for approximately 24000 square feet of interior suite, which was approximately \$178.00 per square foot, due to an increase in the cost of materials. The actual quote equals almost \$179.00 per square feet. Construction would start by end of October. A discussion was held regarding the need for a finish date.

ACTION: Cecil Evans made the motioned to approve the BFL Construction Bid for Mt. Graham Surgical Associates Suite. Motion was seconded by Susan Jones, MD. A roll call vote was called; Motion passed unanimously.

2nd Quarter 2020 Quality Report - Lori Ray reviewed with the Board the 2nd Quarter 2020 Quality Report. Ms. Ray reviewed the Patient's Experience of Care Measures including the three key drivers that are Quality focus for 2020. Ms. Ray noted the Discharge Process continues to trend lower then last two quarters. The Case Management team is reviewing this process and implementing new processes as a Quality Improvement Process. Ms. Ray reviewed selected CMS Quality Measures, noting that all Sepsis cases are reviewed by the Sepsis committee and education is provided where needed. All other measures doing well this quarter. The ED throughput, Trauma Services and Pediatric Services measures were reviewed by Ms. Ray. A discussion was had regarding the LPTMS, AMA and elopement numbers being slightly lower due to COVID-19, which is an improvement. Additionally total Pediatric Patients seen were lower again due to COVID-19. Ms. Ray stated pediatric cases are reviewed by the ED Nurse Manager and Pediatric Quality Committee, any concerns are addressed and education is provided. Ms. Ray reviewed with the Board the readmission rates for 2nd quarter, which have increased from the last two quarters. A discussion was held regarding the UR committee now has two providers Dr. Sampson and Dr. Beach that help review the readmissions. The discharge planning quality improvement plan that the Case Management Team is implanting is helping readmissions rate for 3rd quarter. Ms. Ray reviewed with the Board the Risk & Compliance Events for 2nd Quarter 2020, A discussion held regarding the two events sent to peer review. All concerns/grievances events reviewed by Compliance Officer. Ms. Ray reviewed the reportable Infection Control Measures for 2nd quarter.

ACTION: Susan Jones, MD, made the motioned to approve the 2nd Quarter 2020 Quality Report. Motion was seconded by Carolyn McCormies. A roll call vote was called; Motion passed unanimously. *Report attached as official part of the meeting minutes.*

Medical Staff Bylaws - Roland Knox reviewed with the Board the Medical Staff Bylaws. Mr. Knox explained the need for the Board's reaffirming approval of Bylaws was found during the recent CMS/ADHS Survey. A discussion was had regarding the adoption of various changes and the approval timeline. Mr. Knox stated Medical Executive Committee had approved the Bylaws in early October. Any updates to the Bylaws would be approved by the Medical Executive Committee and the Board of Directors.

ACTION: Jean Reynolds made the motioned to approve the Medical Staff Bylaws as presented. Motion was seconded by Steve Goodman. A roll call vote was called; Motion passed unanimously.

Quality Assessment & Process Improvement Plan - Roland Knox reviewed with the Board the updated Quality Assessment & Performance Improvement Plan. Mr. Knox explained the need for the Board's approval was noted during the recent CMS/ADHS Survey. The QAPI Plan needs to be reviewed annually. A discussion was had related to Board education on Quality and a focus on reportable quality measures ensuring more board involvement.

ACTION: Bruce Stanfield made the motioned to approve the Quality Assessment & Performance Improvement Plan as presented. Motion was seconded by Susan Jones, M.D. A roll call vote was called; Motion passed unanimously.

Emergency Operations Disaster Plan - Lori Ray review with the Board the Emergency Operation Disaster Plans. The Emergency Operation Disaster Plan is required to meet the Conditions of Participation. The plan has evolved to 17 sections that are living documents; the plans are adjusted, reviewed and approved by the Environment of Care Committee with feedback received from staff, training, drills or real-life disasters. Ms. Ray reviewed Part I through Part XVII with the Board.

ACTION: Carolyn McCormies made the motioned to approve the Emergency Operations Disaster Plan as presented. Motion was seconded by Susan Jones, M.D.. A roll call vote was called; Motion passed unanimously.

Approval of Policies - Roland Knox reviewed a memorandum from the Policy & Procedures Advisory Committee seeking approval of 92 policies that were reviewed and approved by the Policy & Procedures Advisory Committee and the Medical Executive Committee. Mr. Knox reviewed with the Board the policies. A discussion was held regarding the new policies and need for all current established policies to be reviewed and approved by the Board as part of the transition to a Critical Access Hospital. The Directors expressed appreciation to Ky Sanders, Quality Director, and members of the Advisory Committee for their hard work in reviewing and presenting the policies.

ACTION: Bruce Stanfield made the motioned to approve the policies as presented. Motion was seconded by Tom Johnson. A roll call vote was called; Motion passed unanimously. *List attached as official part of the meeting minutes.*

Medical Staff

Credentialing - Matthew Sampson, M.D., reported the Credentials Committee reviewed, verified, and confirmed that the following practitioners meet credentialing requirements. The Medical Executive Committee has reviewed and ratified the Credentials Committee recommendations and requests approval by the Board of Directors.

ACTION: Matthew Sampson, M.D. motioned to approve the Credentialing as presented. Motion was seconded by Carolyn McCormies. A roll call vote was called; the motion passed unanimously.

Initial Appointment

Fatima Kazem, MD, Radiology; Xavier Garcia-Rojas, MD, Radiology; Zachary Roeder, MD, Radiology

Reappointment

Christopher Giles, MD, Pathology; James Huish, DPM, Podiatry; Brian Kartchner, MD, Family Medicine; Brad Montierth, MD, Family Medicine; Rajul Shah, MD, Radiology; Joel Wright, MD, Family Medicine

Renewal to Practice – Allied Health Professional

Jessica Cvetic, PA-C, Physician Assistant; Rebecca Dodd, PA-C, Physician Assistant; Melinda Rawcliffe, PA-C, Physician Assistant; Richard White, PA-C, Physician Assistant.

Resignations

Randy S Hann, PA-C, Physician Assistant; Trever Wilkins, DO, Emergency Medicine; Joseph Simon, DO, Radiology; Jonathan Coll, MD, Radiology; Robert Fortuna, MD, Radiology; Michael Lin, MD, Radiology; Manal Schoellerman, MD, Radiology; David Teeple, MD, Neurology; Kevin Rudny, MD, Radiology.

Privileges – Internal Medicine - Matthew Sampson, M.D. reported the Credentials Committee and Medical Executive Committee have reviewed, verified and approved the revised Internal Medicine Clinical Privileges and requests approval from the Board.

ACTION: Matthew Sampson, M.D. motioned to approve the revised Internal Medicine Clinical Privileges as presented. Motion was seconded by Susan Jones, MD. A roll call vote was called; the motion passed unanimously.

Privileges – Podiatry - Matthew Sampson, M.D. reported the Credentials Committee and Medical Executive Committee have reviewed, verified and approved the revised Podiatry Clinical Privileges and requests approval from the Board.

ACTION: Matthew Sampson, M.D. motioned to approve the revised Podiatry Clinical Privileges as presented. Motion was seconded by Susan Jones, MD. A roll call vote was called; the motion passed unanimously.

Reports

District Report – None.

Foundation Report – MGRMC Foundation Charitable Golf Tournament Report presented to the Board for review. Total Net Revenue \$7,830.

Auxiliary Report – None.

Education/Information

Roland Knox invited the Board of Directors to tour the new Medical Office Complex, once the meeting was adjourned.

CEO Report

An update on all 2020 Operational Goals, Clinical Services Goals, Organizational Projects and 2020 ADHS/CMS Licensing Survey Results included in the CEO Board report. Roland Knox reviewed MGRMC plan of correction (POC) that was submitted to ADHS on October 8, 2020. The POC addresses deficiencies found, during the August survey. Several items were corrected with action items presented during the meeting.

Chairman's report

Cindy Bryce reported the recent passing of Irvall Mortensen, a founding member of the Board of Directors for Mt. Graham Regional Medical Center; flowers sent on behalf of the Board of Directors.

Adjournment – There being no further business, the meeting adjourned at 8:07a.m.

Respectfully submitted,

Cindy Bryce, Secretary/Treasurer