

**Regular Meeting of the Board of Directors**  
**Minutes**  
**April 12, 2023**  
**8:00am – 10:00am**

MEMBERS PRESENT: Patricia Finn, M.D. (Chairperson)  
Chris Arndt, M.D.  
James Chodosh, M.D.  
Eve Espey, M.D.  
Michelle Hernandez, Esq  
Richard Miskimins, M.D.  
Michael Richards, M.D.  
Aimee Smidt, M.D.

MEMBERS ABSENT: Elizabeth Lawrence, M.D.  
Mark Unruh, M.D.

OFFICERS PRESENT: A. Robb McLean, M.D., President & CEO  
Jill Klar, COO  
Jennifer Phillips, M.D., CMO  
Jared Udall, CFO  
Cory McDowell, Secretary

OFFICERS ABSENT: N/A

OTHERS PRESENT: Renee Ayala  
Andy Baatz  
Laura Comstock  
Richard Fortescue  
Kristin Gates  
Laura Lerdall (Scribe)  
Quinn Mander  
Helen Nielsen  
Dina Ortiz  
Erica Richards, PhD  
Rachael Rodriguez  
Deborah Stephenson  
Mary Swanson  
Joseph Wroble

GUESTS: N/A

	<b>Call to Order and Confirmation of Quorum</b> <i>(Dr. Patricia Finn)</i>	<b>Action</b>
	Dr. Patricia Finn called the meeting to order at 8:01am.	

	Quorum was noted.	
<b>I.</b>	<b>Opening Comments</b>	
	Dr. Patricia Finn welcomed attendees to the meeting.	
<b>II.</b>	<b>Approval of Consent Agenda (<i>Dr. Patricia Finn</i>)</b>	<b>Action</b>
	<p>Dr. Patricia Finn presented the following items for approval as part of the Consent Agenda:</p> <ul style="list-style-type: none"> <li>• Finance Committee Meeting Minutes for February 1, 2023</li> <li>• Operations Committee Meeting Minutes for January 25, 2023</li> <li>• COO/CMO Report</li> </ul>	Dr. Patricia Finn requested a motion to approve the consent agenda. Dr. Eve Espey made the motion & Ms. Michelle Hernandez seconded the motion. Motion carried with no discussion or opposition.
<b>III.</b>	<b>Approval of Board Meeting Minutes (<i>Patricia Finn, M.D.</i>)</b>	<b>Action</b>
	Dr. Patricia Finn presented the UNMMG Board Meeting minutes for the February 8, 2023 meeting for approval.	Dr. Patricia Finn requested a motion to approve the February 8, 2023 meeting minutes. Dr. Richard Miskimins made a motion to approve and Dr. Christopher Arndt seconded the motion. Motion carried with no opposition or discussion.
<b>IV.</b>	<b>Public Comment</b>	
	<p>Dr. Patricia Finn asked if there was any public comment for this meeting.</p> <p>No public comment was received for this meeting.</p>	
<b>V.</b>	<b>Vote to go into Executive Session (<i>Patricia Finn, M.D.</i>)</b>	<b>Action</b>
	<p>Vote to go into Executive Session for the following purposes: (<i>Patricia Finn, M.D.</i>):</p> <p><i>A. Discussion and, where appropriate, determination of matters involving information,</i></p>	Dr. Patricia Finn requested a motion at 8:05am to

	<p><i>proceedings, or actions covered by the confidentiality protections of the New Mexico Review Organization Immunity Act, § 41-91-1 et seq., NMSA 1978, as provided in Section 5(10) of the UNMMG's Open Meetings Policy.</i></p> <p><i>B. Portions of meetings of the Board of Directors where strategic and long-range business plans, trade secrets, or institutional compliance program matters are discussed.</i></p> <p><i>C. Discussion of limited personnel matters (specifically, discussion of investigation and consideration of complaints against individual employees) and matters subject to attorney-client privilege pertaining to threatened or pending litigation, governmental investigation, administrative proceeding, arbitration proceeding, mediation, in which the Corporation is or may be before a participant.</i></p>	<p>convene into Executive Session. Ms. Michelle Hernandez made the motion and Dr. Eve Espey seconded the motion. Motion carried with no opposition.</p>
<b>VI.</b>	<b>Vote to Reconvene into Open Session (Patricia Finn, M.D.)</b>	<b>Action</b>
	<p><i>A. Certification that only those matters described in Agenda Item VIII above were discussed in Executive Session and, if necessary, final action with regard to those matters will be taken in Open Session.</i></p>	<p>The motion to reconvene at 9:21am and certify Executive Session matters was requested by Chairperson Finn. The motion was made by Dr. Eve Espey and seconded by Dr. James Chodosh. The motion carried with no discussion or opposition.</p>
<b>VII.</b>	<b>Administrative Reports</b>	<b>Action</b>
	<p><b>A. Chief Financial Officer Report (Jared Udall, CFO)</b></p> <p><b>1. Financial and Revenue Cycle Report</b> Mr. Udall presented highlights through February 2023 to include total revenue ahead of budget, Operating Income, Clinic budgets, etc. in slides provided to the Board in advance of the meeting. Projected results were also shared.</p> <p>Additionally, Mr. Udall also covered the UNMMG and SRMC Revenue Cycle Summaries which was provided to the Board in advance of the meeting.</p> <p>Discussion ensued.</p>	<p>Dr. Patricia Finn called for a motion to accept the Financial and Revenue Cycle Report which was so moved by Dr. Eve Espey and seconded by Dr. Christopher Arndt. The motion was</p>



<p><b>2. FY24 Budget</b>  Mr. Udall summarized the 2024 Budget, provided in advance to the Board, that was put together with a lot of hard work by many individuals who started right after Thanksgiving on the project.</p> <p>Dr. McLean offered highlights to the budget that included UOP Pillars of Growth, Quality and Finance.</p> <p>Mr. Udall summarized the income statement and comparison to previous years' actuals, Key Statistics, projected revenue by clinic and Capital Requests.</p> <p>Question related to the FY24 Budget would be to approve the budget and use of reserves would require coming back to the Board with a specific request.</p> <p><b>B. Physician Advisory Group (PAG) Update (<i>Richard Miskimins, M.D.</i>)</b>  Dr. Richard Miskimins delivered remarks on the recent meetings focusing on priority areas of PAG and the progress made. Also, they are implementing a system where on the outpatient side, folks can help inform PAG of areas of issue or concern and ways to reach a resolution.</p> <p><b>C. Updated Policies, Procedures, Standing Orders and Privilege Sets (<i>Jennifer Phillips, MD</i>)</b>  Dr. Phillips summarized the Policies, Procedures, Standing Orders and Privilege Sets to the group that was provided in advance to the Board to include:</p> <p><u>New Policies and Procedures:</u></p> <ul style="list-style-type: none"> <li>◦ 200 – Schedule II Medications</li> <li>◦ SOP – 009 - Truman Health Services Long-Acting Reversible Contraception</li> <li>◦ 10095 – White Bagging and Brown Bagging of Medications for UNMMG Truman Health Services</li> <li>◦ 11096 – Patient Safety Evaluation System</li> <li>◦ 10097 – Reporting and Reviewing Events in the Patient Safety Portal</li> </ul> <p><u>Updated Policies and Procedures:</u></p> <ul style="list-style-type: none"> <li>◦ 2023 Emergency Preparedness Plan Truman</li> <li>◦ 11265 – White Bagging and Brown Bagging of Medications</li> <li>◦ 11158 – Hazard Communication Program</li> <li>◦ 11231 – Pre-Procedure Hand Scrub</li> <li>◦ 11169 – Root Cause Analysis (RCA) and Processes for Sentinel Events, Near Misses and Critical Incidents</li> <li>◦ 11125 – Mandatory Reporting of Child Abuse and Neglect</li> </ul>	<p>passed with no objections.</p> <p>Dr. Patricia Finn called for a motion to accept the Fiscal Year 2024 Budget which was so moved by Dr. James Chodosh and seconded by Dr. Aimee Smidt. The motion was passed with no objections.</p> <p>Dr. Patricia Finn called for a motion to accept the Updated Policies, Procedures, Standing Orders and Privilege Sets as presented. Dr. James Chodosh made the motion, Dr. Christopher Arndt seconded. The motion carried with no discussion or objection.</p>
--	--

- 11124 – Elder or Incapacitated Adult Abuse, Neglect, and Exploitation Mandatory Reporting
- 11133 – Risk Management
- 11315 – Emergency Preparedness
  - Fire Drill Check List
  - Emergency Preparedness Checklist
- 18-002 – Products of Conception

New Standing Orders:

- Gaps in Care

Yearly AAAHC Review Policies and Procedures

- 11135 – Safety Rules and Guidelines
- 11239 – Safe Injection Practices
- 11188 – Temporary Privileges
- 11402 – Provider Credentialing/Recredentialing
- 11402 – A - Procedure
- 11402 – C - Procedure

Privilege Set

- UNMMG Nurse Practitioner to EOC
- UNMMG Psychologist to EOC

**D. CMO Quality Report (*Jennifer Phillips, MD*)**

Dr. Phillips presented the CMO Quality report for approval by the Board which was provided to them in advance of the meeting.

Dr. Patricia Finn called for a motion to accept the CMO Quality Report which was so moved by Ms. Michelle Hernandez and seconded by Dr. Christopher Arndt. The motion was passed with no objections.


**E. POC Membership Changes – Resolution (*Jennifer Phillips, MD*)**

Dr. Phillips presented a summary of membership changes to the Practice Oversight Committee as presented in advance to the Board.

Dr. Patricia Finn called for a motion to accept the CMO Quality Report which was so moved by Dr. Eve Espey and seconded by Dr. Christopher

		Arndt. The motion was passed with no objections
<b>VIII.</b>	<b>Finance Committee Resolution – Adding Dr. Smidt</b>	
	Dr. Finn presented a Resolution to add Dr. Aimee Smidt to the Finance Committee as an update to the Resolution originally made at the Annual Meeting in December 2023.	Dr. Patricia Finn called for a motion to accept the Resolution to approve adding Dr. Aimee Smidt to the Finance Committee which was so moved by Dr. Christopher Arndt and seconded by Ms. Michelle Hernandez. The motion was passed with no objections.
<b>IX.</b>	<b>Meeting Adjourned</b>	<b>Action</b>
	There being no further business, Chairperson Dr. Patricia Finn requested a motion to adjourn the Regular Session of the UNM Medical Group Board of Directors at 10:05am.	Dr. Patricia Finn requested a motion to adjourn. Dr. Eve Espey made the motion and Dr. James Chodosh seconded motion. The motion carried with no opposition.

  
 Mr. Cory McDowell, Board Secretary

 6-15-23  
 Ms. Laura Lerdall, Scribe