

Summer 6-18-2019

04.23.2019 Board of Medical Investigators State of New Mexico Meeting Minutes

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**SCHOOL OF
MEDICINE**
OFFICE OF THE
MEDICAL INVESTIGATOR

**NEW MEXICO BOARD OF MEDICAL INVESTIGATORS
MINUTES OF MEETING- April 23, 2019**

NM Office of the Medical Investigator
The University of New Mexico Health Sciences Center
Albuquerque, New Mexico

BOARD PRESENT:

Paul Roth, MD

Board Chair

Kathy Kunkel

Board Vice Chair

David Houston

Board Member

Tim Johnson

Board Member

Nadine Padilla

Chancellor of HSC, UNM, Dean School of Medicine

Cabinet Secretary, New Mexico Department of Health

Chairman, New Mexico Board of Funeral Services

Chief, New Mexico State Police

Deputy Cabinet Secretary, NM Dept. of Indian Affairs

ATTENDEES:

Kurt B. Nolte, MD

Karen Cline-Parhamovich, DO

Scot Sauder

Chamiza Pacheco de Alas

Alex Sanchez

Elizabeth Gonzales

Amy Wyman

Albert Arocha

Thu Luu

Denise Padilla

Natalie Adolphi, PhD

Nancy Mance

Lauren Decker, MD

Anthony Cervantes

Henry Santiago

Paul Stritmaker

Gabe Schultz

Arturo Rodriguez

Chief Medical Investigator, NM OMI

Assistant Chief Medical Investigator, NM OMI

University Counsel, UNM

Chief of Staff, UNM HSC EEVP Office

Public Information's Officer, UNM HSC

Supervisor of Central Office Investigations, NM OMI

Supervisor of Field Investigations, NM OMI

Supervisor of Morphology Services, NM OMI

Supervisor of Accounting, NM OMI

Accountant, NM OMI

Director, Center for Forensic Imaging, NM OMI

Program Manager, Trauma Consultant, NM OMI

Medical Investigator, NM OMI

Unit Administrator, NM OMI

PUBLIC COMMENT:

Katherine Hinchman

Jarrold Hinchman

Mors Transportation

Mors Transportation

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CALL TO ORDER AND CONFIRMATION OF QUORUM

Dr. Roth called the meeting to order at 1:11 P.M.

ADOPTION OF THE AGENDA (action item)

The **MOTION** to adopt the agenda **PASSED** unanimously
(**MOTION** Houston; 2nd Johnson)

APPROVAL OF MINUTES (action item)

Mr. Houston **MOVED** to approve December 18, 2018 general meeting minutes, Secretary Kunkel **SECONDED** the motion. Motion **CARRIED**.

ADMINISTRATIVE REPORT FROM THE CHIEF MEDICAL INVESTIGATOR

Dr. Kurt Nolte opened his administrative report by providing the new OMI Board Members with an overview of the Office of the Medical Investigator (OMI) and its role as the State Medical Examiner for New Mexico and a special program of the University Of New Mexico School Of Medicine. He noted that the OMI includes a robust research enterprise with multiple research awards, some of which have resulted from collaborations with the New Mexico Dept. of Health and OMI.

- The National Institute of Justice
- The Centers for Disease Control and Prevention (CDC)
- The Department of Defense

Dr. Nolte's report highlighted support from OMI's Leadership Organization:

- Assistant Chief Medical Investigator: Karen Cline-Parhamovich, DO
- Director of Operations: Yvonne Villalobos
- Director of Education: Ian Paul, MD
- Director of Research: Sarah Lathrop, PhD
- Director of the Center for Forensic Imaging: Natalie Adolphi, PhD

Lastly, Dr. Nolte summarized OMI stakeholders and discussed the importance of working with those agencies to help improve surveillance efforts for public health and public safety.

Dr. Roth asked the board if there were any questions or comments. There were none.

ELECTION OF OFFICERS (action item)

Secretary Kunkel nominated Dr. Roth for Board Chair. Dr. Roth stated that if there were no other nominations for chair, he would be willing to serve. The **MOTION** to appoint Dr. Roth to Board Chair **PASSED** unanimously.

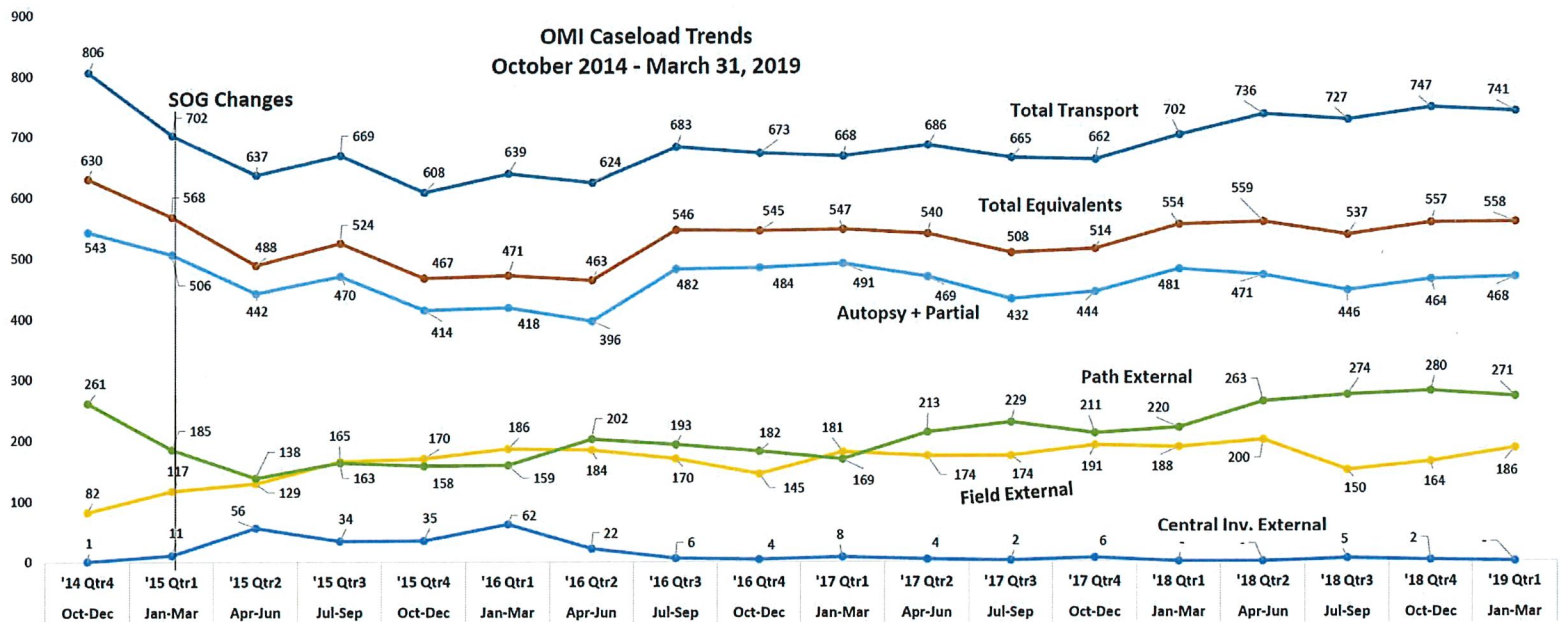
Dr. Roth nominated Secretary Kunkel as Vice Chair, Sec. Kunkel accepted the nomination. Dr. Roth asked if there were other nominees. There were none. The **MOTION** to appoint Secretary Kunkel to Vice Chair **PASSED** unanimously. Sec. Kunkel nominated Chief Johnson for Board Secretary, Mr. Johnson responded by nominating Mr. Houston for Secretary. Mr. Houston nominated, absent board member, Secretary. Trujillo, pursuant to her acceptance of the nomination. Dr. Roth stated that the board can defer the election of secretary to the next board meeting. Dr. Roth advised Deputy Sec. Padilla to inform Sec. Trujillo that she might be one of three possibilities, and there was some expressed interest on her assuming the role. Dr. Roth asked for a **MOTION** to delay the election of the board secretary to the next June board meeting. Mr. Houston **MOVED**, Chief Johnson **SECONDED** the motion. All were in favor. Motion **CARRIED**.

BUDGET UPDATE

Dr. Nolte identified items in the board packet and gave an update about the OMI budget.

Documents presented:

- Caseload trends Oct. 2014 – March 31, 2019
- FY19 Income Statement Projection 7/1/18 – 6/30/19
- FY20 Income Statement Projection 7/1/19 – 6/30/20



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OMI FY19 Income Statement Projection**7/1/18 - 6/30/19****Revenue****Operating Revenue**

University Hospital Revenue	\$758,175
Sandoval Regional MC Revenue	\$17,160
Other Revenue Services	\$3,821,209

Non-operating Revenue

State Appropriation	\$5,313,400
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Intra University Activities

Salary Support: Dr. Adolphi & Dr. Edgar	(\$56,500)
Transfer & Allocation	(\$113,045)

Total Revenue**\$9,740,399****Expenses**

Salary & Fringe	\$5,751,200
Body Transportation	\$984,663
Utilities & Plant Maintenance (SLD, Security, Kone Elevator,	\$602,664
Equipment Warranties (Phillips, Siemens, Stryker, C-Scan T	\$265,944
Services (J&J, Janitorial, Waste Destruction, Malpractice, Tr	\$621,645
Patient Care Expenses	\$278,090
NMS - Toxicology	\$14,477
Other Expenses (Appropriation's Overhead Charge, Supplie	\$785,655
Firewall Network	\$178,000
Computers/Computer Hardware	\$125,000
Faculty Extra Compensation	\$109,734

Total Expenses**\$9,717,072****Projected Net****\$23,327****FY18 Reserves****(\$720,725)****Total FY19 Projected Net****(\$697,398)**

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OMI FY20 Income Statement Projection**7/1/19 - 6/30/20****Revenue****Operating Revenue**

University Hospital Revenue	\$774,675
Sandoval Regional MC Revenue	\$17,860
Other Revenue Services	\$3,964,209

Non-operating Revenue

State Appropriation	\$5,528,900
House Memorial 97 Appropriation	\$360,000

Intra University Activities

Transfer & Allocation	\$147,709
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Total Revenue	\$10,793,353
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Expenses

Salary & Fringe	\$6,893,581
Body Transportation	\$1,014,203
Utilities & Plant Maintenance (SLD, Security, Kone Elevator, I	\$620,744
Equipment Warranties (Phillips, Siemens, Stryker, C-Scan Te	\$287,709
Services (J&J, Janitorial, Waste Destruction, Malpractice, Tricc	\$746,425
Patient Care Expenses	\$286,433
NMS - Toxicology	\$191,000
Other Expenses (Appropriation's Overhead Charge, Supplies,	\$831,393
FY20 Remaining Debt	\$16,462

Total Expenses	\$10,887,950
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Projected Net	(\$94,597)
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Projected FY19 Reserves	(\$697,398)
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Total FY20 Projected Net	(\$791,995)
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**** Pending Possible Additional 1% Compensation During Mid-Year**

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FACULTY TRANSITION

Dr. Nolte reported that Dr. Matthew Cain will be leaving the OMI to become a fellow in medical informatics at Indiana University. The OMI still has an open position from Dr. Zumwalt's retirement and has received approval to post a second position due to Dr. Cain's resignation. There is a search committee working on posting an ad in early June.

LEGISLATIVE OUTCOMES

a) Capital funding for CT:

Healthcare facilities generally replace scanners when they approach 10 years of age. The OMI scanner is approaching 10 years of age and failing repeatedly. The capital request, coming from the UNM School of Medicine went to the legislature this year and was funded for \$1.4M to replace the CT scanner. Dr. Nolte introduced Natalie Adolphi who discussed the timeline, obstacles, and the RFP process for purchasing and installing the new scanner.

b) Grief Counseling Program:

Dr. Nolte introduced OMI Grief Counselor, Nancy Mance to update the board regarding HM 97. Ms. Mance stated that since 2011, the OMI Grief Services Program is primarily funded by the Victims of Crime Act, 80% from Victims of Crime Act, 20% funding from OMI. The proposal requested funding to support issues of families dealing with sudden death which can result in the development of post-traumatic stress in family members who are left behind.

The funding will support:

- Resources to families dealing with suicide, homicide, drug overdoses and motor vehicle accidents related to DWI fatalities
- Funding for additional OMI grief counselors to rebuild OMI Grief Services
- Funding for 1 fulltime administrative support staff
- Contract grief counselors trained using the Project ECHO model

The initiative was funded this year by the legislature for \$360K. \$220K is recurring. \$140K is non-recurring. The plan will be for three years increasing each year.

c) General appropriation:

Dr. Nolte briefly summarized to the board, as outline in the budget agenda item, the OMI appropriation increased by \$215K directed towards compensation. The degree of compensation is established by the regents. The increase is for 3% for faculty and 3% up to 5% merit for staff. The OMI is prepared to provide the compensation increase.

d) Statute Changes:

In the past legislative session, the OMI had three initiatives related to OMI statutes. One was a complete repeal and replace to OMI statutes that are modeled on the 1954 Model Post-Mortem Act. More importantly, two key items were identified to highlight. The two bills were supported by Representative Bash.

I. Appellate process for Next-of-Kin:

Develop an appellate process for Next-of-Kin who are unsatisfied with conclusions of cause and manner of death.

II. Obtaining Medical Records:

Develop a process to streamline obtaining medical records from healthcare institutions. The legislature's conclusion was that the OMI Board has broad authority to write rules. Dr. Nolte directs the board to review the OMI Statutes located in their packet.

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24-11-2. Meetings; duties. (1973)

A. The board of medical investigations [investigators] shall meet at least annually and as often as necessary to conduct the business of the board. Additional meetings may be called by the chairman or by a majority of the members of the board.

B. At the first annual meeting of the board, the members shall elect one of their number as chairman.

C. The board of medical investigations [investigators] shall formulate broad policy for the operation of the office of the state medical investigator and the offices of the district medical investigators.

D. The board of medical investigations [investigators] shall employ and fix the compensation of a qualified state medical investigator who shall be assigned as an employee of the university of New Mexico school of medicine.

History: 1953 Comp., § 12-17-2, enacted by Laws 1971, ch. 112, § 2; recompiled as 1953 Comp., § 12-29-2, by Laws 1972, ch. 51, § 9; 1973, ch. 286, § 2.

Dr. Nolte wrapped up this topic with advising the board that OMI will be working with UNM legal to be able to create rules.

TRANSPORTATION OF DECEDENTS

The OMI had two contracts in place for scene and long distant transport of decedents to and from the OMI, the organizations were Brookwood and Tranzcare Transport. Brookwood transport provided scene and long distant transport for 25 counties located in the northeastern, northwestern, southwest and central counties to include Bernalillo County. Tranzcare transport provided scene and long distant transport for 8 counties in the southwestern region of New Mexico.

Friday, March 22, 2019 OMI was informed that Brookwood Transport could no longer meet the obligations set forth in the contract. The OMI worked with NM Mortuary Services and Tranzcare Transportation to assist OMI with scene and long distant transportation. Tranzcare extended long distant transport to cover the southeastern region of New Mexico. Central office Investigator, Veronica Tovar, reached out to funeral homes throughout the state to help provide critical transportation of remains.

On April 15 through April 19, 2019 several of the funeral homes informed OMI that they would need to raise the cost of local scene transportation from \$80 to \$150 (the rate that we paid Brookwood and had in our budget for scene transportation.)

On Friday, April 19, the OMI signed a short term bridge contract with L.T.D Transportation to provide scene transport in Bernalillo and Sandoval County and long distant transport to OMI from Valencia and Tarrant counties at the Brookwood rates.

OMI is in the process of releasing a RFP that has 5 zones. The draft is in the UNN Purchasing department. It will need to be approved by legal and then released for bids.

CASE MANAGEMENT SOFTWARE UPGRADE

Dr. Cline-Parhamovich summarized the background of OMI's current data base systems and future case management system. In the current data base, the daily work flow is antiquated and inefficient. The system is made up of two obsolete data bases, at least 3 folders on shared drive and one Microsoft Access database on one computer located in a back hallway. At one point there was an

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interface between the Department of Health and BVS to process death certificates, the interface link ended four or more years ago, since then the OMI has been processing death certificates manually.

The new case management project started in late 2016, early 2017 and will replace the current data base systems. Additionally, there will be an update to the overall IT infrastructure between the OMI and UNM Health Sciences Center. The discovery process and requirement gathering have been completed. The purchase order was approved in December of 2018. The new system will include two new interface link systems with New Mexico Bureau of Vital Records and NMS Toxicology laboratory. We are currently in the data migration stage. The new software will be called CMEv3

Dr. Cline wrapped up by thanking UNM HSC IT staff, Michael Schalip, Ben Rollag and Ray Avila for their valuable efforts with the project.

PUBLIC COMMENT

Jarrod, and Katherine Hinchman, from Mors Transportation signed up for public comment but left the meeting prior to this agenda item.

No public comment

VOTE TO CLOSE GENERAL MEETING AND MOVE TO EXECUTIVE SESSION

Dr. Roth called to close the general meeting and proceed to executive session. Anthony Cervantes called roll to close the general meeting and proceed to the executive session. **ALL** were in favor. Motion **CARRIED**.


VOTE TO RE-OPEN THE GENERAL MEETING

The general meeting re-opened at 3:46 P.M.

ADJOURNMENT

The meeting **ADJOURNED** at 3:48 P.M.
(**MOTION** Houston; 2nd Kunkel)

Approval of Minutes:



Lynn Trujillo, Board Secretary

06/18/2019

Date