

Fall 10-7-2019

6.18.2019 Board of Medical Investigators State of New Mexico Meeting Minutes

Anthony Cervantes
acervantes@salud.unm.edu

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SCHOOL OF MEDICINE

OFFICE OF THE
MEDICAL INVESTIGATOR

NEW MEXICO BOARD OF MEDICAL INVESTIGATORS MINUTES OF MEETING- June 18, 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

Lynn Trujillo

Board Secretary

David Houston

Board Member

Thomas Massaro

(Sitting in for Sec. Kunkel)

Chancellor of HSC, UNM, Dean School of Medicine

Cabinet Secretary, NM Dept. of Indian Affairs

Chairman, New Mexico Board of Funeral Services

Chief Medical Officer, NM Dept. of Health

BOARD ABSENT:

Tim Johnson

Board Member

Kathy Kunkel

Vice Chair

Chief, New Mexico State Police

Cabinet Secretary, NM Dept. of Health

ATTENDEES:

Kurt B. Nolte, MD

Karen Cline-Parhamovich, DO

Yvonne Villalobos

Douglas Clark, MD

Scot Sauder

Chamiza Pacheco de Alas

Alex Sanchez

Natalie Adolphi, PhD

Thu Luu

Denise Padilla

Anthony Cervantes

Chief Medical Investigator, NM OMI

Assistant Chief Medical Investigator, NM OMI

Director of Operations, NM OMI

Chairperson, Dept. of Pathology, UNM

Deputy University Counsel, UNM HSC

Chief of Staff, UNM HSC EEVP Office

UNM HSC PIO

Director, Center for Forensic Imaging, NM OMI

Supervisor of Accounting, NM OMI

Accountant, NM OMI

Unit Administrator, Asst. to the Chief MI, NM OMI

CALL TO ORDER AND CONFIRMATION OF QUORUM

Dr. Roth called the meeting to order at 1:07 PM

ADOPTION OF THE AGENDA (action item)

Dr. Roth announces modifications to the agenda sequence. Item #5- Report from the Chief, will be moved to proceed Item # 8- Public Comment. Dr. Roth asked the board for a motion to adopt the agenda as proposed. The **MOTION** to adopt the agenda **PASSED** unanimously (MOTION Houston; 2nd Trujillo)

APPROVAL OF MINUTES (action item)

Mr. Houston **MOVED** to approve April 23, 2019 general meeting minutes, Secretary Trujillo **SECONDED** the motion. Motion **CARRIED**.

ELECTION OF THE BOARD SECRETARY

Dr. Roth reminded the board that in the last meeting a chair and vice chair was voted and Mr. Houston nominated Secretary Trujillo for the OMI board secretary. The secretary was absent from that meeting. A motion was carried to delay the election of the board secretary and defer to this meeting, or when Sec. Trujillo was present.

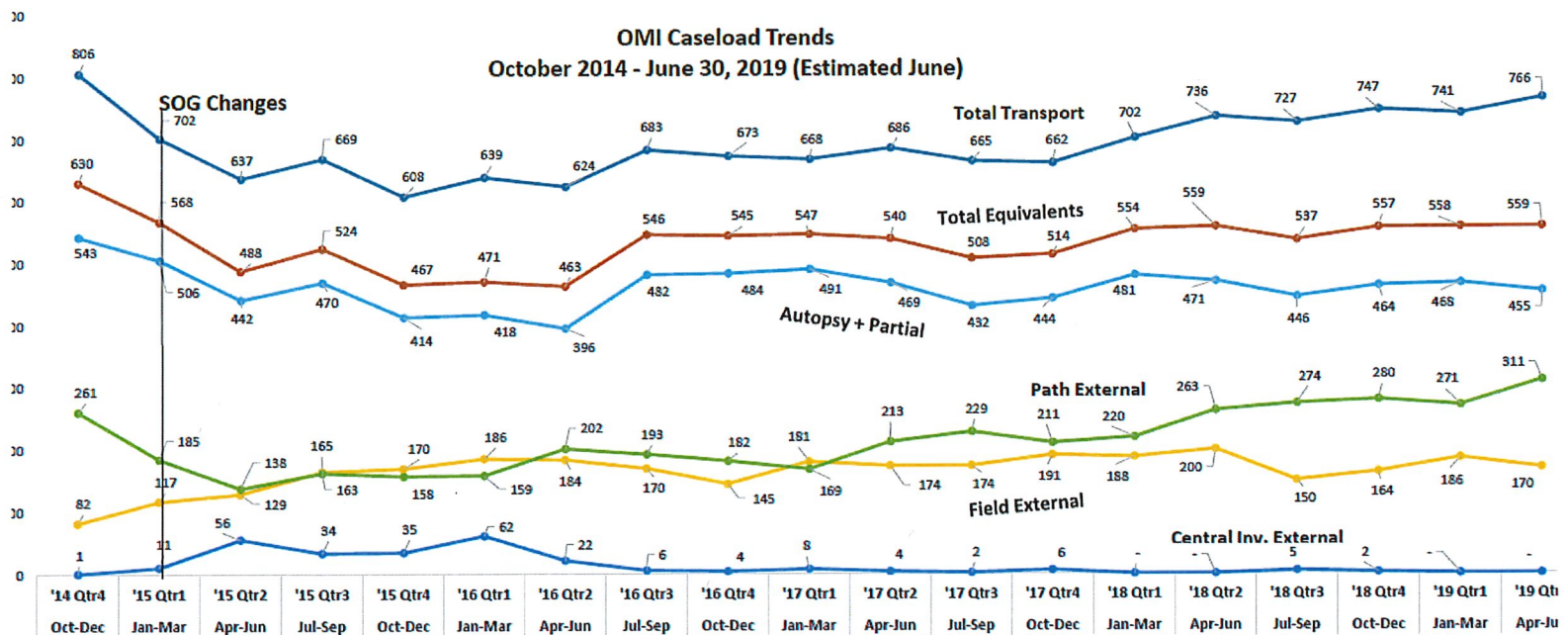
There was some discussion with Sec. Trujillo about the role of the board secretary. Sec. Trujillo accepted the nomination. Dr. Roth asked for a motion to elect Sec. Trujillo as the OMI Board Secretary. Mr. Houston **MOVED**, Dr. Roth **SECONDED** the motion. Motion **CARRIED**.

BUDGET UPDATE

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

Documents presented:

- OMI Caseload trends Oct. 2014 – June 30, 2019 (Estimated June)
- FY19 Income Statement Projection 7/1/18 – 6/30/19
- FY20 Income Statement Projection 7/1/19 – 6/30/20



OMI FY19 Income Statement Projection

7/1/18 - 6/30/19

Revenue	
Operating Revenue	
University Hospital Revenue	\$769,485
Sandoval Regional MC Revenue	\$19,646
Other Revenue Services	\$3,950,121
Non-operating Revenue	
State Appropriation	\$5,313,400
Intra University Activities	
Salary Support: Dr. Adolphi & Dr. Edgar	(\$56,500)
Transfer & Allocation	(\$143,370)
Total Revenue	\$9,852,782
Expenses	
Salary & Fringe	\$5,915,693
Body Transportation	\$986,487
Utilities & Plant Maintenance (SLD, Security, Kone Elevator,	\$583,099
Equipment Warranties (Phillips, Siemens, Stryker, C-Scan T	\$274,154
Services (J&J, Janitorial, Waste Destruction, Malpractice, Tr	\$633,108
Patient Care Expenses	\$298,739
NMS - Toxicology	\$11,844
Other Expenses (Appropriation's Overhead Charge, Supplie	\$825,208
Firewall Network	\$102,400
Computers/Computer Hardware	\$86,431
Transfer to Plant	\$80,000
Total Expenses	\$9,797,163
Projected Net	\$55,619
FY18 Reserves	(\$720,725)
Total FY19 Projected Net	(\$665,106)

OMI FY20 Income Statement Projection

7/1/19 - 6/30/20

Revenue

Operating Revenue

University Hospital Revenue	\$785,985
Sandoval Regional MC Revenue	\$20,346
Other Revenue Services	\$4,050,185

Non-operating Revenue

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

Intra University Activities

Transfer & Allocation	\$150,757
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Total Revenue	\$10,896,173
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Expenses

Salary & Fringe	\$6,864,024
Body Transportation	\$1,014,203
Utilities & Plant Maintenance (SLD, Security, Kone Elevator, I	\$600,592
Equipment Warranties (Phillips, Siemens, Stryker, C-Scan Te	\$289,959
Services (J&J, Janitorial, Waste Destruction, Malpractice, Trico	\$746,425
Patient Care Expenses	\$304,714
NMS - Toxicology	\$191,000
Other Expenses (Appropriation's Overhead Charge, Supplies,	\$831,393
FY20 Remaining Debt	\$16,462

Total Expenses	\$10,858,772
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Projected Net	\$37,401
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Projected FY19 Reserves	(\$665,106)
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Total FY20 Projected Net	(\$627,705)
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**** Pending Possible Additional 1% Compensation During Mid-Year**

AGING INVOICES FOR SERVICE

Dr. Nolte directed the board's attention to a document in the board packet titled *Aging Invoices as of 6/12/19*. The document identifies unpaid invoices greater than 121 + days totaling over \$66K. This document does not reflect all over due unpaid invoices for shorter periods of time totaling \$283k. In the past the Navajo Nation incurred debt to the OMI of about \$300k, at that point the OMI stopped providing service for a year and half until the debit was reduced. From that point forward the OMI required a check to accompany each body for payment of postmortem examinations when requested by the Navajo Nation. The Aging Invoices document identifies two basic categories of debt owed:

- Funeral homes
- Pueblos/Tribes

Options would be to stop services or request that the entity pay upfront.

The Chief Financial Officer of the UNM School of Medicine has asked the OMI to seek the board's input regarding aging invoices. The UNM Unrestricted Accounting Office sends out past due letters with no response.

Dr. Nolte and Sec. Trujillo had some discussion regarding the different tribal entities that request OMI's services. OMI does not have jurisdiction on sovereign domains and must be invited to provide the service. OMI does not have agreements with tribal nations regarding the utilization of services provided. Dr. Nolte notes to the secretary that OMI Statutes describes how OMI interacts with pueblos and tribes; they are supposed to maintain a point of contact of who has the authority to request an autopsy from the OMI, however, this is not the standard practice. Sec. Trujillo states that there must be a breakdown in communication or confusion of who has the authority to request OMI services, resulting in where an invoice should be sent. The pueblos and tribes may not be aware that they owe this debt if the invoices are being sent to the wrong authority. Sending a demand letter or stopping services may harm the relationship between OMI and the Native American communities. Sec. Trujillo offered to help OMI identify the break in communication, by connecting the OMI to the right contacts within Tribal Governments. Dr. Roth expressed his gratitude to the Secretary for offering to help the situation.

Dr. Nolte asked Mr. Houston what his thoughts were regarding the overdue debt from funeral homes. Mr. Houston stated that funeral homes need a cremation permit to cremate and therefore should not incur debt with the OMI. Mr. Houston will take the issue to the next Funeral Home Association meeting. He recommends that the OMI request payment upfront. Dr. Roth requested that Scott Sauder, University Counsel, work with Sec. Trujillo to explore individual MOUs. Sec. Trujillo responded that she would first like to work with OMI to understand the relationship with OMI and the 23 sovereign nations in New Mexico.

REPORT FROM THE CHIEF

Dr. Nolte opened his report by highlighting the three major projects at the OMI:

- Replacing the current aged CT scanner
- Rebuilding the Grief Services Program
- Replacing the case management system

CT scanner:

The OMI scanner is approaching 10 years of age and failing repeatedly. The scanner is extremely valuable and is used every day to evaluate cases for triage and diagnoses. It supplements autopsy and allows replacement of autopsy examinations to better respect religious and cultural wishes. The legislature funded \$1.4M to the OMI to replace the CT scanner. Dr. Nolte mentioned that Dr. Adolphi, Director of Center for Forensic Imaging has previously appeared before the board to outline the process of the timeline, obstacles, and the RFP process for purchasing and installing the new scanner.

Grief Services Program:

The Grief Services Program was funded by the legislature for \$360K. \$220K is recurring. \$140K is non-recurring. The funding will support:

- Resources to families dealing with suicide, homicide, drug overdoses and motor vehicle accidents related to DWI fatalities. It will help issues of families dealing with sudden death which can result in the development of post-traumatic stress in family members who are left behind.
- 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

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. The new case management system will replace the current data base systems. The new system will include two new interface link systems with New Mexico Bureau of Vital Records and NMS Toxicology laboratory. The total cost of the upgrade is \$366K partially funded by Centers for Disease Control and Prevention and the Office of National Drug Control Policy.

Lastly, Dr. Nolte wraps up his Chief report by announcing his resignation as the NM Chief Medical Investigator. Dr. Nolte has been a faculty member at OMI for 29 years and in the UNM School of Medicine. He served the last five years as the Chief of the NM OMI. The Nolte will transition back to an academic focus on research and scholarship.

Dr. Nolte closes his report with recognizing OMI faculty and staff, and thanks the OMI board for their commitment to providing oversight and support to the office.

Dr. Roth acknowledged that Dr. Nolte has performed in an exemplary fashion as a leader of the OMI. He stabilized the office financially and has had success with the legislature to help obtain funding for imaging and the Grief Services Program. Dr. Roth thanked Dr. Nolte for his service to the citizens of New Mexico and the OMI.

PUBLIC COMMENT

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. Mr. Houston **MOVED**, Anthony Cervantes called roll to close the general meeting and proceed to the executive session. **ALL** were in favor. Motion **CARRIED**. General session closed at 2:01 PM

RE-OPEN THE GENERAL MEETING

The general meeting re-opened at 2:09 PM.

Dr. Roth asked for a motion to accept Dr. Note's resignation as Chief Medical Investigator. Sec. Trujillo **MOVED**, Mr. Houston seconded. All were in favor. Motion **CARRIED**.

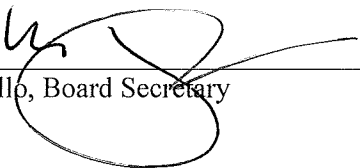
Secretary Trujillo **MOVED** to appoint Karen Cline-Parhamovich as the Interim Chief Medical Investigator of the OMI while a nationwide search is conducted for a new Chief. Mr. Houston **SECONDED**. All were in favor. Motion **CARRIED**.

Approved Minutes: Board of Medical Investigators 06.18.2019

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 2:11 PM.

Approval of Minutes:



Lynn Trujillo, Board Secretary

10/07/2019
Date