

**SIERRA VISTA HOSPITAL
GOVERNING BOARD REGULAR MEETING MINUTES**

October 24, 2023

12:00pm

**Elephant Butte Lake RV Resort
Event Center**

1. The Governing Board of Sierra Vista Hospital met October 24, 2023, at 12:00 pm at Elephant Butte Lake RV Resort Event Center for a regular meeting. Bruce Swingle, Chairperson, called the meeting to order at 12:00.

2. Pledge of Allegiance

3. Roll Call

GOVERNING BOARD -----

SIERRA COUNTY

Kathi Pape, **Vice Chair** – Present
Serina Bartoo, Member – Present
Shawnee R. Williams, Member – Present

ELEPHANT BUTTE

Katharine Elverum, Member – Present
John Mascaro, Member- Present

CITY OF T O R C

Bruce Swingle, **Chairperson** – Present
Jesus Baray, Member- Present
Greg D’Amour, Member- Present

EX-OFFICIO

Amanda Cardona, Clerk VofW- Absent
John Mascaro, City Manager EB- Present
Amber Vaughn, County Manager- Absent
Angie Gonzales, City Manager- Absent
Jim Paxson, JPC Chairperson- Present

VILLAGE OF WILLIAMSBURG

Denise Addie, **Secretary** – Present by phone

STAFF

Frank Corcoran, CEO- Present
Ming Huang, CFO- Present
Sheila Adams, CNO- Present
LJ Baker, HR Director- Present
Heather Johnson, HIM Mgr., Excused
Zach Heard, Operations Manager, Present

GUEST:

Erika Sundrud, Ovation
David Perry, Ovation by phone
Blake Seitz, Ovation
Kylie, Ovation
Dianne, Ovation
Tom Dingus, Dingus
Lisa Boston

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There is a quorum.

4. Approval of Agenda

Bruce Swingle, Chairperson

Kathi Pape motioned to approve the agenda. Greg D'Amour seconded. Motion carried unanimously.

“Are there any items on this agenda that could cause a potential conflict of interest by any Governing Board Member?”

None

5. Approval of minutes

Bruce Swingle, Chairperson

A. September 26, 2023 Regular Meeting

Kathi Pape motioned to approve the September 26, 2023 minutes. Katharine Elverum seconded. Serina Bartoo abstained as she did not attend that meeting. Motion carried unanimously.

6. Public Input –

Ted Kuzdrowski addressed the Governing Board regarding employees.

Stacie Terrazas, addressed the Governing Board regarding her former employment.

Bambi Mitchell, addressed the Governing Board regarding her former employment.

NOTE: The Governing Board will close the meeting at this time to accommodate schedules for presenters from Dingus and Ovation. Open session will be held when Executive session is done.

Motion to Close Meeting:

Serina Bartoo motioned to move into Executive session. John Mascaro seconded.

7. Executive Session – In accordance with Open Meetings Act, NMSA 1978, Chapter 10, Article 15, Section 10-15-1 (H) 2,7,9 including credentialing under NM Review Organization Immunity Act, NMSA Section 41-2E (8) and 41-9-5 the Governing Board will vote to close the meeting to discuss the following items:

Order of business to be determined by Chairperson:

10-15-1(H) 2 – Limited Personnel Matters

A. Privileges

Frank Corcoran

Initials:

Christina Cruz, PsyD

Frank M. Ralls, MD (Newport Health Network, Sleep Medicine)

RadPartners reappointments:

Ginu Aykkareth Thomas, MD

Chadwick Barrs, MD

Terms:

Dawn O'Keefe, CNP

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Shedthikere K. Murthy, MD (Arena Health)
Omar Samarah, MD (RadPartners)

10-15-1 (H) 7 – Attorney Client Privilege/ Pending Litigation

- | | |
|--------------------------------|-----------------|
| A. Risk Report | Heather Johnson |
| B. Quarterly Compliance Report | Zach Heard |

10-15-1 (H) 9 – Public Hospital Board Meetings- Strategic and long-range business plans

- | | |
|--------------------------------|-----------------------------|
| A. FY23 Audit | Tom Dingus/ Ming Huang, CFO |
| B. Strategic Plan Presentation | Blake Seitz, Ovation |
| C. AMMC Campaign Performance | Blake Seitz, Ovation |
| D. Ovation Report to Board | Erika Sundrud, Ovation |

Roll Call to Close Meeting:

Kathi Pape – Y	Shawnee Williams – Y	Bruce Swingle – Y
Greg D’Amour – Y	Denise Addie – Y	Katharine Elverum – Y
John Mascaro – Y	Jesus Baray - Y	Serina Bartoo - Y

8. Re-Open Meeting – As required by **Section 10-15-1(J), NMSA 1978 matters discussed in executive session were limited only to those specified in the motion to close the meeting.**

10-15-1(H) 2 – Limited Personnel Matters

- A. Privileges

Initials:

Christina Cruz, PsyD
Frank M. Ralls, MD (Newport Health Network, Sleep Medicine)

RadPartners reappointments:

Ginu Aykkareth Thomas, MD
Chadwick Barrs, MD

Terms:

Dawn O’Keefe, CNP
Shedthikere K. Murthy, MD (Arena Health)
Omar Samarah, MD (RadPartners)

Denise Addie motioned based on the recommendation of the Board Quality Committee, approval of all above listed privileges. Shawnee Williams seconded. Motion carried unanimously.

10-15-1 (H) 7 – Attorney Client Privilege/ Pending Litigation

- A. Risk Report – No Action
B. Quarterly Compliance Report – No Action

**10-15-1 (H) 9 – Public Hospital Board Meetings-
Strategic and long-range business plans**

- A. FY23 Audit – No Action

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B. Strategic Plan Presentation

Katharine Elverum motioned to approve the Strategic Plan. Greg D'Amour seconded. Motion carried unanimously.

C. AMMC Campaign Performance – No Action

D. Ovation Report to Board – No Action

9. Old Business-

Bruce Swingle, Chairperson

None

10. New Business-

None

11. Finance Committee-

A. September Financial Report - Ming Huang, CFO, directed the board to page FC4 of the packet. Days cash on hand at the end of September were 102 days which equals \$9,185,577. Accounts receivable net days were 23 and accounts payable days were 29. We had a net loss of (\$160,594) versus a budget net loss of (\$214,443).

Gross revenue for September was \$5,434,928 or \$199,374 more than budget. Patient days were 93, 41 more than August. Outpatient visits were 1,112 which is 240 more than August. RHC visits were 793, 244 less than August and ER visits were 714, 51 less than August.

Revenue deductions for September were \$2,740,486 or \$125,210 more than budget. Other operating revenue was \$170,261. Non-operating revenue was \$201,679. Total operating expenses were \$2,826,959 which is over budget by \$90,379. Contract service expenses include \$37,755 for the financial audit.

EBITDA for September was \$241,844 versus a budget of \$190,455. Year to date EBITDA is \$706,342 versus a budget of \$584,062.

The bond coverage ratio was 170% versus an expected ratio of 130%.

Walk-in clinic numbers are included in the RHC total numbers.

Kathi Pape motioned based on the recommendation of the finance committee, acceptance of the September financial report. Katharine Elverum seconded. Bruce Swingle stated that he would like to see a matrix of key performance indicators that can be tracked every month. In addition, there is a correction under total liabilities and equity. Jim Paxon stated that when he came on board a few years ago, we had \$800,000 cash assets, five days cash on hand; we are a long way from that with our current total assets at \$13,928,939. This is a very difficult time for healthcare in New Mexico and we are doing well in spite of that. Motion carried unanimously.

12. Board Quality-

A. Med Staff

1. Medical Staff Committee Election Results- Zach Heard reported that the medical staff held elections for officers of the Medical Executive Committee as required by the revised medical staff bylaws. Dr. Seufer is the Chairperson, Dr. Palin is the Vice Chairperson and Dr. Garver is the Secretary. Dr. Seufer will be providing updates on medical staff to the board in the future.

2. Policy Review

- a. NM Vaccine for Children (VFC) Program Policy
- b. Controlled Substances

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Denise Addie stated that the policies were reviewed at Board Quality on Monday. She motioned based on that review to approve the NM Vaccine for Children and Controlled Substances policies. Greg D'Amour seconded. Motion carried unanimously.

13. Administrative Reports

A. Human Resources - LJ Baker, HR Director, reported that priority of effort is support of expanding service lines and reorganization for efficiency. Since July first there have been 16 new or rehires and 23 terminations. We are bringing a psychiatrist out from Chicago to interview within the next couple of weeks. We are also looking for a physical therapist and speech therapist. Key vacancies include registered nurses, nurse assistants and SPD/ENDO Tech. Sheila and LJ are looking in various places to fill these positions.

We continue to engage with our government reps. In the last 90 days, we have applied for capital outlay funds and applied for Senate Bill 7 funds. With those funds, we will build a new facility for EMS and rehab services, relocate offices currently in the old building and tear down the old hospital.

There will be a job fair on November 17 with Workforce Solutions and the City of Truth or Consequences. This will be held at the Community Center.

The SOAR program is taking off and we will be bringing in students to shadow managers of our various departments. We want to hire some of our students especially for our registration department. Contract numbers have not changed. We have eight contract staff and 18 travel staff.

The 3% cost of living adjustment has been given to staff. Reorganization of positions reduced overall impact of "people management operations." Hiring of key professional staff will result in increased financial opportunities as services develop.

B. Nursing Services - Sheila Adams, CNO, stated that we continue testing for Cerner "go live." Two of our staff are attending a conference and working with hospitals similar to ours that are or have been using the Cerner system.

We have reached out to UNM and NMSU Roswell to place clinical nurses here as they work on their Masters.

The ER had 714 visits in September which is an average of 24 a day. EMS had 319 ACLS, BLS runs, 911 calls and transfers. EMS Community Health had 137 transitional care management visits.

Surgery is going well. There were 12 scopes and five surgeries as well as nine surgical consults. We are starting to see referrals from Ben Archer here and in Hatch. We had four in-house and four at home sleep studies. We are seeing these numbers grow in October. PFTs and oxygen need evaluation continues. Traumas decreased in September to 89. We are ready for our pending survey.

Brian Hamilton and Ashlee West have really stepped up and arranged their schedules to cover the vacancies and make sure the staff is not overworked in EMS.

C. CEO Report - Frank Corcoran, CEO, said that, as LJ mentioned, we are interviewing a full-time psychiatrist in the next couple of weeks. Dr. Cruz, clinical psychologist, has started seeing patients. The walk-in clinic is seeing an average of 30 per week. We are not seeing ER numbers or clinic numbers drop as a result of the walk-in clinic. This access was essential for the community.

We are exploring adding additional services such as infectious disease, endocrine, pulmonology and hematology to our Tele-med care. Senate bill 7 monies would help offset the cost of these services. In addition, we want to bring in pain management, wound care and expansion of surgery and community EMS.

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Our IT2 testing failed so our “go live” has been moved to the last week of January. The failure occurred in billing of services.

The state is adding a 10% charge to our state group insurance to cover employee insurance and benefits. This will put us over budget. We are planning to have an independent assessment with Brown and Brown to evaluate our current benefit package.

We will be working with Dingus to transition to a 501(c)3.

We had a nice turn out for the 5K walk/ run for breast cancer awareness. We had 106 participants and more than 50 volunteers. We raised about \$8,600 which all stays in this community and goes to the Sierra County Cancer Society. They help transport patients to treatments in Las Cruces and so much more.

Discussion was held regarding the next legislative session and capital outlay.

D. Governing Board - Bruce Swingle, Chairperson, praised the hospital and staff for the 5K event. Christine Ramirez took the lead in putting on this event and deserves all of the KUDOS. And KUDOS to all those involved.

1. Revised Committee Appointments- Bruce stated that our bylaws have been approved and we can increase the number to four. Bruce asked Greg D’Amour to serve on the Board Quality Committee in addition to those already appointed. Until the key matrix of indicators is prepared, the Finance Committee will remain as is.

Bruce stated that it is very important to remember that we are ambassadors of the hospital in the community. That is one of our roles as board members.

14. Other

The next regular meeting of the Governing Board will be held on Tuesday, December 5 at 12:00. Finance Committee will meet on Tuesday, December 5 at 10:30 and Board Quality will meet on Monday, December 4 at 10:00.

15. Adjournment

John Mascaro motioned to adjourn. Serina Bartoo seconded. Motion carried unanimously.