

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

**April 30, 2024**

**12:00pm**

**Elephant Butte Lake RV Resort  
Event Center**

1. The Governing Board of Sierra Vista Hospital met April 30, 2024, 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 12:03.

**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  
Richard Holcomb, 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- Present  
Vacant, City Manager EB  
Amber Vaughn, County Manager- Absent  
Angie Gonzales, City Manager- Absent  
Jim Paxson, JPC Chairperson- Absent

**VILLAGE OF WILLIAMSBURG**

Vacant

**STAFF**

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

**GUEST:**

Erika Sundrud, Ovation, Present  
Blake Seitz, Ovation, Present

There is a quorum.

**4. Approval of Agenda**

Bruce Swingle, Chairperson

Kathi Pape motioned to approve the agenda. Serina Bartoo seconded. Motion carried unanimously.

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**“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. March 14, 2024 JPC & GB Joint Meeting**

**B. March 19, 2024 Regular Meeting**

Kathi Pape motioned to approve the March 14 and March 19 minutes as presented. Katharine Elverum seconded. Motion carried unanimously.

**6. Public Input** – Dr. Frank Walker stated that the surgical department at SVH is improving the quality of and making a difference in the lives of the individuals of this community. He told a story about a local Veteran and the importance of treating one patient at a time.

**7. Old Business-** Bruce Swingle, Chairperson

None

**8. New Business-**

**A. Introduction of new Board Member, Richard Holcomb.**

Bruce Swingle welcomed Richard to the board.

**9. Finance Committee- Kathi Pape, Chairperson**

**A. March Financial Report** - Ming Huang, CFO, directed the board to page FC5 of the packet. Days cash on hand at the end of March were 82 which is equal to \$7,816,019. Accounts receivable net days were 53 and accounts payable days were 30. We had a net loss of (\$469,449) versus a budget net loss of (\$305,685). Gross revenue in March was \$5,255,478 or \$139,813 less than budget. Patient days were 116, 26 less than February. RHC visits were 707, 107 less than February and ER visits were 667, three less than February. Revenue deductions were \$2,695,138. Other operating revenue was \$121,589 and non-operating revenue was \$165,153. Total operating expenses were \$2,914,947 which is under budget by \$116,875. Supply expenses are still under budget because we cannot charge individual departments due to the conversion. EBITDA for March is (\$67,865). Year to date EBITDA is \$481,986. The bond coverage ratio in March was -27% versus an expected coverage of 130%.

Ming explained that the census in most departments in March was lower due to Providers being out for education and the walk-in clinic numbers were lower possibly due to spring break and vacations.

The income that has declined will show up. It's stuck in Cerner. We expected the cash to go down for the first three to six months after the conversion. We are right at the three-month mark.

Kathi Pape motioned based on the recommendation of the Finance Committee, acceptance of the March financial report. Greg D'Amour seconded. Motion carried unanimously.

**B. Dingus / Auditor Contract** - Ming Huang, CFO, explained that we will be using Dingus again this year for our audit. The cost will be less this year as the single audit required for Provider relief funds in the past is not necessary. We did not receive any Provider relief funds in 2023. The price will drop from \$46,000 to \$39,000.

**10. Board Quality-**

**A. Med Staff** – No report

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### 1. Policy Review

None

### 11. Administrative Reports

**A. Human Resources** - LJ Baker, HR Director. Delayed by travel. Report included in packet.

Kathi Pape asked about the onboarding of new professional positions and the impact it may have on the budget. The clinic director is a position that has been open and now we have filled that along with a possible Psychiatrist.

**B. Nursing Services** - Sheila Adams, CNO, Excused. Report included in packet.

**C. Med Staff Report** - Sonia Seufer, COS, unable to attend today.

**D. CEO Report** - Frank Corcoran, CEO, stated, speaking of the Psychiatrist, we had a candidate onsite last week. LJ Baker is in negotiations with him at this time. This addition will take our Behavioral Health program to the next level. We have a proposal with the VA for our behavioral health nurse practitioners to provide services once per week at their location. The VA will pay a daily rate for our nurses and do their billing for their patients. We continue to work on Tele-health and want to expand and add pulmonology starting with a half day per month and build up based on volume. The current wait time in Las Cruces is six months for an appointment. Sabrina Alvord started today as our Clinic Director. She has been in charge of large clinics in Texas, and we are happy to have her here.

The big issues we are having with Cerner are billing, registration, radiology and charges not dropping. Heather Johnson has been frantically catching up with all of the orders and billing and will, hopefully, be caught up through April by the end of the week. Registration has to be rebuilt and we will see if it is working as it should.

Our broker, HUB International, is hoping to have a carrier for us by mid-May. Our insurance expires at the end of June. So many companies have pulled out of New Mexico because of the increase in the tort claim cap. Our cap is still at \$3 million but the risk has gone up causing carriers to leave the state.

The CRNA that came on with RSSG surgical group will stay with us until we can find a replacement for her.

LJ and Frank attended meetings in Washington DC as part of the National Hospital Association group. Meetings were held with our representatives regarding 340B (drug matching program) and tele-medicine. Discussion was held regarding AI in healthcare and support for SB17 and 161. We asked our representatives to help push the IRS to issue the ERC (employee retention credit) funds that we have qualified for.

Bruce, Kathy Elverum, Jesus Baray, Greg, and Richard have signed up to attend the NMHA Strategic planning and board education event June 12 through 14.

Our EMS staff completed water rescue training just in time for the rafting and boating season.

**E. Governing Board** - Bruce Swingle, Chairperson

1. Appointment of Governing Board Secretary – Denise Addie formerly held this position. There is nothing pressing for a secretary to do before the election of officers in July.

2. Appointment to Board Quality Committee- Shawnee Williams will continue to act as Board Quality Chairperson until July when a new appointment will be made to the committee.

3. CEO Evaluation- Bruce Swingle stated that performance goals should be part of the CEO evaluation. These goals should be smart, specific, measurable and appropriate. Board members should start thinking about what these goals could be and they will be discussed at the next meeting. Greg D'Amour handed out a performance goals form to all members.

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**Motion to Close Meeting:**

Katharine Elverum motioned to close the meeting and go into Executive Session. Kathi Pape seconded. Bruce Swingle read the following:

**12. 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:**

Nichelle A. Vigil, CNP

**RadPartners Initial:**

John R. Hebert II, MD

Michael La Pointe MD

**RadPartners Re-Appointment:**

Linda M. Petrovich, MD

Eduardo Quinones, MD

Luis R. Ramos-Duran, MD

David T. Pilkinton, MD

**ESS Re-Appointment:**

Arturo Sidransky, MD

B. Governing Board Code of Ethics Lisa Boston

C. Board Education Lisa Boston

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

A. Risk Report Heather Johnson

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

A. Ovation Report to Board	Erika Sundrud
B. Quarterly Compliance Report	Zachary Heard
C. Quarterly Quality Report	Frank Corcoran
D. Master Facility Plan Options	Frank Corcoran
E. Cerner Update	Frank Corcoran

**Roll Call to Close Meeting:**

Kathi Pape – Y	Shawnee Williams – Y	Bruce Swingle – Y
Greg D’Amour – Y	Amanda Cardona (interim) – Y	Katharine Elverum – Y
Richard Holcomb – Y	Jesus Baray - Y	Serina Bartoo - Y

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**13. 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 Action

**Initials:**

Nichelle A. Vigil, CNP

**RadPartners Initial:**

John R. Hebert II, MD

Michael La Pointe MD

**RadPartners Re-Appointment:**

Linda M. Petrovich, MD

Eduardo Quinones, MD

Luis R. Ramos-Duran, MD

David T. Pilkinton, MD

**ESS Re-Appointment:**

Arturo Sidransky, MD

Shawnee Williams motioned to approve all privileges as presented. Kathi Pape seconded. Motion carried unanimously.

B. Governing Board Code of ~~Ethics~~ Conduct-

Katharine Elverum motioned to approve the Governing Board Code of Conducts as amended with the change from ethics to Conduct. Serina Bartoo seconded. Motion carried unanimously.

C. Board Education

No Action

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

A. Risk Report

No Action

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

A. Ovation Report to Board

No Action

B. Quarterly Compliance Report

No Action

C. Quarterly Quality Report

No Action

D. Master Facility Plan Options

No Action

E. Cerner Update

No Action

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**14. Other**

Next Regular Meeting- Due to the Memorial Day Holiday, Board Quality Committee meeting will be held on Tuesday, May 28 at 10:00. Finance Committee will meet at 11:00, Tuesday, May 28 and Governing Board will meet at 12:00, Tuesday, May 28, 2024.

**15. Adjournment**

Kathi Pape motioned to adjourn. Serina Bartoo seconded. Motion carried unanimously.

JB

5/28/24

\_\_\_\_\_  
Jennifer Burns, Recording Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Bruce Swingle, Chairperson

\_\_\_\_\_  
Date