

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

May 28, 2024

12:00pm

**Elephant Butte Lake RV Resort
Event Center**

1. The Governing Board of Sierra Vista Hospital met May 28, 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 12:00.

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
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 Paxon, JPC Chairperson, Present
Phillip Mortensen, EB Mayor, Present

VILLAGE OF WILLIAMSBURG

Amanda Cardona, Interim- Present

STAFF

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

There is a quorum.

4. Approval of Agenda

Bruce Swingle, Chairperson

Kathi Pape motioned to approve the agenda. Serina Bartoo 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

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5. Approval of minutes

A. April 30, 2024 Regular meeting minutes

Kathi Pape motioned to approve the April 30, 2024 minutes. Katharine Elverum seconded. Motion carried unanimously.

6. Public Input – Dr. Walker addressed the board to discuss improving the quality of life for patients and individuals of our community. We had 24 cases in May. Growing surgery requires our focus, attention to detail and thinking outside of the box.

7. Old Business-

None

8. New Business-

A. Governing Board Bylaw Revisions

B. Board Member Code of Conduct

1. Code of Conduct Policy

Katharine Elverum stated that she modeled the Code of Conduct Policy after the confidentiality statement. In the bylaws under 2.3, clarification of violation of the Code of Conduct was added including censure or removal. Lisa Boston provided a 2.3 Censure of Member suggestion and that was distributed to board members. Lisa’s version would eliminate the current 2.3 section of the bylaws.

In depth discussion was held regarding the removal process, the responsibility of the appointing entity, censure versus sanction, the censure process and what adverse actions could warrant censorship.

Regarding the Code of Conduct policy, “prior to taking a position on the Hospital Board” will be changed to “at their first meeting.” In addition, in paragraph two of section (c) “two weeks” will be replaced with “15 days.”

After the discussed revisions have been made, these documents will come back for approval at the June meeting.

9. Finance Committee- Kathi Pape, Chairperson

A. April Financial Report - Ming Huang, CFO, directed board members to page FC5 of the packet. At the end of April, we had 75 days cash on hand which equals \$7,185,583. Accounts receivable days were 59 and accounts payable days were 33. The net loss for April was (\$454,973) versus a budget of (\$295,824). Gross revenue for April was \$5,396,678 which is \$175,429 more than budget. Patient days were 73, 43 less than March. RHC visits were 872, 165 more than March and ER visits were 693, 26 more than March. Revenue deductions were \$3,114,498. Other operating revenue was \$355,901 which includes pharmacy 340B income of \$254,446. Non-operating revenue was \$291,074 which includes a donation of \$57,750 from the Community Health Foundation and a trauma grant of \$18,259. Total operating expenses were \$2,981,631 which is over budget by \$47,609. Benefits were over budget due to a payment of \$46,205 to the Joint Unemployment Program. Supplies were over budget because of drug expenses and lab reagent expenses. Other operating expenses include a one-time recruitment expense of \$32,875.

EBITDA for April was (\$52,476) versus a budget of \$107,968. Year to date EBITDA is \$389,474 versus a budget of \$1,097,670.

The bond coverage ratio is -38% versus an expected ratio of 130%.

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Kathi Pape pointed out that our gross patient revenue has stayed stable at over \$5 million with the exception of February. We are in the fourth month of conversion to Cerner and perhaps by August we will start to see recovery from the conversion.

Kathi Pape motioned based on the recommendation of the Finance Committee acceptance of the April financial report. Serina Bartoo seconded. Motion carried unanimously.

10. Board Quality- Shawnee Williams

- A. Med Staff –
No Open Session Reports

11. Administrative Reports

A. Human Resources

No report provided.

B. Nursing Services - Sheila Adams, CNO, reported that high quality patient care for every patient every day is our focus. We received notice from an individual at AHRQ (Agency for Healthcare Research and Quality) that because of our zero hospital acquired conditions over the last 12 months, we are to be interviewed to identify what practices we are using to ensure that we deliver high quality, safe and high value care.

Staff is doing well with documentation and following workflow with Cerner.

We continue to strive to keep RNs who are travelers for continuity of care. We are looking forward to welcoming our newest group of foreign-educated nurses.

Our SVH CNA program is ready for presentation to the NM DOH. Once approved, our committee will work on a 16-week program aimed at High school students who can attend while maintaining their high school course work.

Brian Hamilton and Ashlee West attended PIPs in Albuquerque. Both have been placed in the Southwest Emergency Management group. Resuscitation program certification training is in progress. Testing will occur in June. We are still working on the safe haven baby box for Sierra County.

Dr. Garver delivered a beautiful baby girl in our ED. We don't normally deliver babies, but we will be looking for a grant to purchase a childbirth life size simulation manikin with full term and premature capabilities. Once obtained, all ED nurses, house supervisors and EMS will have testing to assure competency.

Our trauma program provided over 200 free life vests at the lake over Memorial Day weekend.

C. CEO Report - Frank Corcoran, CEO, stated that Dr. Andres Diocares has signed an offer letter to join us in August. He is a psychiatrist and will round out our behavioral health services.

We continue to work with Arena Health on tele-health pulmonology. We have signed a contract with Memorial Medical Center to send an Orthopedic surgeon to see patients in our clinic one day per month.

A team from SVH went to Kansas City two weeks ago and we learned a lot of new things including AI. We also made good progress in getting our system up to speed and running correctly. A Cerner rep will be on site working with us next week.

Our Med-Mal will expire on June 30th. We have a couple of carriers who are reviewing our needs and hope to know something soon. We may have to have a special meeting to approve the coverage when it happens.

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We currently don't have CRNA coverage for surgery. We are working on a contract with Three Crosses in Las Cruces.

The New Mexico Hospital Association Strategic Planning and Board Education event will happen June 12 through 14 at the Blake in Taos, NM.

D. Governing Board - Bruce Swingle, Chairperson, thanked Katharine Elverum, Greg D'Amour and Lisa Boston for their work on the Bylaws and Code of Conduct.

1. Committee Appointment- Richard Holcomb

Bruce Swingle appointed Richard Holcomb to the Bylaws Committee.

Motion to Close Meeting:

Kathi Pape motioned to close the meeting. Greg D'Amour seconded.

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

RP Delegated Reappointments

Jose L. Arjona, MD

Henry M. Jones, MD

Steve M. Nelson, MD

Jerry A. Powell, Jr., MD

Jeffrey A. Walker, MD

SVH 2-Year Reappointment

Estela G. Rubin, CNP

Provisional to 2-Year

Ranjana Verma, CNP

Terms

Gina Nelson, MD

Sara Koenemann, NP

Withdrawn

Nnenna Akaronu, MD - Arena Health

B. Psychiatrist Contract

Frank Corcoran

C. Board Education

Lisa Boston

D. CEO Goals

Bruce Swingle

E. CEO Evaluation

Bruce Swingle

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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. Master Facility Plan Update Mark Wade, Emmanuel Arrington, DG
B. Ovation Report to Board Erika Sundrud
C. Quarterly Quality Report 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

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

RP Delegated Reappointments

Jose L. Arjona, MD
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Steve M. Nelson, MD
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Gina Nelson, MD
Sara Koenemann, NP

Withdrawn

Nnenna Akaronu, MD - Arena Health

Greg D’Amour motioned to approve all above listed privileges. Kathi Pape seconded. Motion carried unanimously.

B. Psychiatrist Contract

Greg D’Amour motioned to approve the Psychiatrist contract as presented. Kathi Pape seconded. Motion carried unanimously.

C. Board Education- Tabled due to communication difficulties.

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D. CEO Goals

Greg D'Amour motioned to approve the CEO goals including EBITDA, reserves and accreditation. Serina Bartoo seconded. Motion carried unanimously.

E. CEO Evaluation

Kathi Pape motioned to approve Frank for another year and offer the pay increase in the amount discussed. Serina Bartoo seconded. Motion carried unanimously.

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. Master Facility Plan Update

No Action

B. Ovation Report to Board

No Report- Erika Sundrud was not able to attend the meeting.

C. Quarterly Quality Report

No Action

14. Other

Bruce Swingle presented Serina Bartoo with a framed certificate in appreciation for her completion of Board Essentials 101 training. Richard Holcomb also completed his Board Essentials 101 training.

Next Regular Meeting- June 25, 2024, at 12:00. Board Quality will be held on Monday, June 24 at 10:00 and Finance Committee will meet on June 25th at 11:00.

15. Adjournment

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

Jennifer Burns, Recording Secretary

Date

Bruce Swingle, Chairperson

Date