

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

January 28, 2025

12:00pm

**Elephant Butte Lake RV
Event Center**

1. The Governing Board of Sierra Vista Hospital met January 28, 2025 at 12:00pm at Elephant Butte Lake RV Resort Event Center for a regular meeting. Kathi Pape, Governing Board Chairperson, called the meeting to order at 12:02.

2. Pledge of Allegiance

3. Roll Call:

COUNTY

Kathi Pape, **Chair**, Present
Serina Bartoo, **VC**, Present
Shawnee R. Williams, Present

ELEPHANT BUTTE

Katharine Elverum, Present
Richard Holcomb, Present

CITY

Bruce Swingle, Present
Jesus Baray, Present
Greg D'Amour, Present

EX-OFFICIO

Don Bates, CEO, Present
Amanda Cardona, VCW, Absent
Janet Porter-Carrejo, CM, EB, Absent
Amber Vaughn, CM, Absent
Vacant, City Manager, TorC
Jim Paxon, JPC Chair, Present
Phillip Mortensen, EB for Janet Carrejo

VILLAGE of WILLIAMSBURG

Cookie Johnson, **Secretary**, Present

SUPPORT STAFF:

Ming Huang, CFO
Lawrence Baker, HR Director
Sheila Adams, CNO
Heather Johnson, HIM Mgr.
Zachary Heard, Operations
Mgr., Compliance
Lisa Boston, Interim Consultant

Ovation:

Erika Sundrud

Veronica Lynch, Amplify

4. Approval of the agenda Kathi Pape

Cookie Johnson 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

Jesus Baray stated that the record should reflect that the Eagles are in the Super Bowl and everyone is excited!

5. Approval of minutes Kathi Pape, Chairperson

- January 9, 2025 Special Meeting Amend/Action
Cookie Johnson motioned to approve the January 9, 2025 special meeting minutes. Katharine Elverum seconded. Motion carried unanimously.
- November 26, 2024 Special Meeting
Katharine Elverum motioned to approve the November 26, 2024 special meeting minutes. Serina Bartoo seconded. Motion carried unanimously.
- November 20, 2024 Special Meeting
Cookie Johnson motioned to approve the November 20, 2024 special meeting minutes. Jesus Baray seconded. Motion carried unanimously.
- November 12, 2024 GB & JPC Meeting
Cookie Johnson motioned to approve the November 12, 2024 GB & JPC joint meeting minutes. Serina Bartoo seconded. Motion carried unanimously.

6. Public Input – None

7. Old Business- None

8. New Business - None

9. Finance Committee – Corrected to include October

A. October, November & December Financial Report - Ming Haung, CFO, directed board members to page FC11, twelve-month statistics. Patient days in October were 108, 121 in November and 137 in December. ER visits also increased in November and December. Outpatient visits and Rural Health Clinic visits are lower in November and December due to the holidays. Surgery cases stopped after the first week of November.

Days cash on hand in October were 48, 41 in November and 50 in December. Net accounts receivable days in October were 58, 67 in November and 54 in December. Accounts payable days in October were 23, 31 in November and 35 in December.

On page FC17, income statement, the gross revenue in October was \$6,068,566. After deductions, net patient revenue was \$2,378,406 and total operating revenue was \$2,865,781. Total operating expenses were \$3,294,489 including benefits of \$142,695 which is lower because of a \$77,000 unemployment expenses reimbursement. Contract services are higher in October due to a \$48,000 payment to our architects. Other operating expenses are higher in October because of \$23,000 in recruitment expenses. October ended with (\$428,708) EBITDA. _____

In November, gross patient revenue was \$5,958,328. After deductions of \$3,533,228 we have net patient revenue of \$2,428,875. Total operating revenue was \$2,928,971. Total expenses were \$3,025,023. Repair and maintenance is lower in November because we reclassified \$21,000 from repair and maintenance to capital equipment. We ended November with (\$96,051) EBITDA.

Gross revenue in December was \$5,742,437. Deductions were \$3,297,809. Net patient revenue was \$2,446,002 and total operating revenue was \$2,904,387. Total operating expenses were \$2,973,480. We ended December with (\$69,093) EBITDA.

Year to date (July 2024 – December 2024), gross patient revenue is \$36,690,973. Net patient revenue is \$15,501,553 which is 42% gross to net. This means that for every dollar we bill out, we collect 0.42 cents. Total operating revenue is \$18,854,607. Total operating expense is \$18,770,096. Contract services are \$280,973 over budget; agency staffing makes up 40% of contract services. EBITDA is \$84,511 which is a zero to one percent EBITDA margin. We are basically breaking even as of the end of December.

At the end of December, we had \$5,131,298 in the bank. Ming explained the PTO accrual liability.

Bruce Swingle motioned based on the recommendation of the Finance Committee approval of the November and December financial report. Cookie Johnson seconded. Motion carried unanimously.

B. Authorized Signature Bank Accounts – Ming Huang, CFO, explained that we need to remove Frank Corcoran from our Bank of the Southwest operating accounts ending 4398 and 1829 and add our new CEO, Don Bates.

Serina Bartoo motioned to remove Frank Corcoran from Bank of the Southwest operating accounts ending 4398 and 1829 and add new CEO, Don Bates to each account. Katharine Elverum seconded. Motion carried unanimously.

C. Resolution 25-100 Retirement Plan - Bruce Swingle stated that the Finance Committee discussed this in their meeting this morning. Ming explained that last year the board agreed to terminate the 403(b) and add/substitute a 457(b) plan. In addition, we need to add a 401(a) plan. The 457(b) plan is for the employee contributions and the 401(a) plan is for the employer contributions. The new plans will be effective on March 1, 2025.

Bruce Swingle motioned based on the recommendation of the Finance Committee, approval and adoption of Resolution 25-100. Cookie Johnson seconded. Motion carried unanimously.

10. Board Quality- Shawnee Williams, Chairperson

A. Policy Review - Sheila Adams, CNO

Action

1. Infection Prevention Plan - Sheila Adams, CNO, stated that this plan is reviewed every year. The structure and authority have not changed. The risk assessment has been completed and presented to QAPI and Medical Staff. The risk assessment evaluates infection risks specific to SVH. The reporting structure includes Administration, Leadership Teams, Safety Committee and Quality. Our goal is to prevent healthcare-associated infections in patients, staff and visitors. Educational sessions will be provided for staff so that they can competently participate in infection prevention and control activities. Policies and procedures will be based on recognized guidelines and applicable laws and regulations. The Infection Prevention Program personnel conduct surveillance for many reasons, including establishing prevalence rates of healthcare associated infections, to

detect time/space clustering, to generate hypotheses concerning risk factors for acquiring HAIs and to assess the impact of prevention and control measures. Medical Staff has approved this plan.

Shawnee Williams motioned based on the recommendation of the Board Quality Committee approval of the Infection Prevention Plan. Cookie Johnson seconded. Motion carried unanimously.

11. Administrative Reports

A. HR Report- LJ Baker, manager. The Legislative session has started and will run through March. Critical recruitment includes a Physical Therapist, Nurse Practitioner and General Surgeon. Karen Fiato will retire at the end of January and Jamie Robillard has announced she is leaving SVH in a couple of months. In the final quarter of 2024, we had 15 new hires and 15 terminations. Our turnover rate for the first quarter of FY25 is 2.3%. The average for the United States is 4% and we are trying to stay under that percentage.

Our priority is recruitment, retention and integration of employees. Key vacancies include registered nurses, certified nurse assistants and medical assistants. Key initiatives include legislative session 2025, engaging with our Government Reps and partnerships, behavioral health services and our paid internship program with HSHS.

B. CNO Report- Sheila Adams, CNO. Our volumes have increased over the last three months, and we are doing a great job taking care of our patients. We are looking at ways to increase our swing bed numbers and make the experience better for those patients. The city was hit hard with the Noro virus. Our EVS department did an amazing job keeping our facility clean and disinfected. We are developing a process to expand sleep lab for patients wanting evaluation or need for sleep study. The Trauma survey has taken place, and we passed. Our grant request for life vests and fall prevention supplies have been submitted. EMS is always busy. They provided BLS training at HSHS. Brian Hamilton and Ashlee West have participated in explosives training.

C. CEO Report- Don Bates, CEO. There is some good news regarding Amplify. On January 1, our DNFB (discharged not final billed) days were 11. As of January 22, DNFB days were down to 3.19 days. The national benchmark is less than four days. Accounts receivable days on January 1 were 91 days. As of January 21, AR is down to 52 days. This means that the bills are going out and we are getting paid. We will have timely filing issues with some of the AR. The trends are going in a positive direction. The validation rate is at 71% and it should be at 95% or greater. There are several factors that could contribute to this issue, and we are working on it. Cash on hand on January 1 was actually 50 days. As of January 22, we have 95 days cash on hand which equals \$9,769,351. Not all of this increase is AR.

We have interviewed a couple of candidates to fill the Clinic Manager position, and one will be brought on site for a face-to-face interview. We have talked to Dr. Mysore in Las Cruces. He is interested in providing GI surgical services at our facility.

An update on the HDAA and SB161 was provided. A Medicare cost report receivable was received on January 10 in the amount of \$790,855. An employee retention credit was received on January 13 in the amount of \$2,858,949. Zach Heard has applied for funds through the Rural Health Care Delivery. We will receive \$541,470 in reimbursement for partial hospitalization and intensive outpatient service lines and \$269,976 in reimbursement for behavioral health crisis response team.

We are talking to Three Crosses regarding surgical services and, in the future, women's health and cardiology and perhaps pain management and orthopedics. The ChartSpan chronic care management services contract will be canceled and that service brought in house. Zach Heard will become our Patient Experience Officer in addition to several other roles he currently fills. His role will be to address negative responses from our community and focus primarily on the patient's experience during treatment.

We are fine tuning our Community Health Needs Assessment and will develop a strategic plan. Marketing will be ramping up on social media, inserts in utility bills and more interaction with the schools and community.

Gail Wegger, our project manager with HealthNet, will be retiring at the end of January. IT will assume responsibility for her position moving forward.

SVH had been leasing a house at 67 Arabian Lane in Elephant Butte. That lease ended on December 31st, and we are not renewing it.

Don and LJ will be attending the New Mexico Legislative session on February 19th and 20th.

D. Board Chair Report- Kathi Pape stated that it has been really busy since October. Major changes including Frank's resignation, the addition of Don Bates, having to say goodbye to Karen Fiato and Jamie and several other people. Our annual conference with Ovation is February 18 through 20th.

Motion to Close Meeting:

Cookie Johnson motioned to close the meeting and go into Executive session. Bruce Swingle 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

Don Bates, CEO

RP Delegated Reappointments

Daniel Hankins MD

RP Delegated Initials

Fang Lu MD

Initials

Haywood Hall MD-ESS

Ryan Kronen MD-ESS

Cameron Peterson CRNA

Elizabeth Fulford, CRNA

Provisional to 2-Year

Jeffrey Joyce MD

Don L. Marketto MD

2-Year Reappointments

Roni Sharon MD-Arena Health

Chad Berryman MD-ESS

TERMS

Mia Austin, CRNA
Christina Cruz, PsyD
Lance Dell MD RP
Russ Savit MD RP
Patrick Kelly MD RP
Ranjana Verma, NP
Steven R. Hole MD
Frank Walker MD

B. Provider contract amendments

LJ Baker, HR

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. Quarterly Compliance Report

Zach Heard, Compliance

B. Ovation Report to Board

Erika Sundrud, Ovation

C. Annual Disclosure Regarding GPO

Erika Sundrud, Ovation

Roll Call to Close Meeting:

Kathi Pape – Y

Serina Bartoo – Y

Shawnee Williams – Y

Katharine Elverum – Y

Richard Holcomb – Y

Bruce Swingle – Y

Jesus Baray – Y

Greg D’Amour – Y

Cookie Johnson - 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

Daniel Hankins MD

RP Delegated Initials

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Initials

Haywood Hall MD-ESS

Ryan Kronen MD-ESS

Cameron Peterson CRNA

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TERMS

Mia Austin, CRNA
Christina Cruz, PsyD
Lance Dell MD RP
Russ Savit MD RP
Patrick Kelly MD RP
Ranjana Verma, NP
Steven R. Hole MD
Frank Walker MD

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

B. Provider Contract Amendments –

Richard Holcomb motioned to approve all provider contract amendments as presented. Jesus Baray 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. Quarterly Compliance Report – No action

B. Ovation Report to Board – No action

C. Annual Disclosure Regarding GPO – No action

14. Other

Next Regular Meeting- February 25, 2025 at 12:00. Finance Committee will meet on February 25, 2025 at 11:00. Board Quality will be on February 24, 2025 at 10:00.

15. Adjournment

Cookie Johnson motioned to adjourn. Serina Bartoo seconded. Motion carried unanimously.

JB
Jennifer Burns, Recording Secretary

2/25/25
Date

Kathi Pape, Governing Board Chair

Date