

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

**April 29, 2025**

**12:00pm**

**Elephant Butte Lake RV  
Event Center**

1. The Governing Board of Sierra Vista Hospital met April 29, 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 12:03.

2. Pledge of Allegiance

3. Roll Call:

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

**CITY**  
Bruce Swingle, Present  
Jesus Baray, Present  
Greg D’Amour, Present

**VILLAGE of WILLIAMSBURG**  
Cookie Johnson, **Secretary**,  
Present by phone

**SUPPORT STAFF:**  
Ming Huang, CFO  
Sheila Adams, CNO  
Zachary Heard, PEO  
Heather Johnson, Risk

**ELEPHANT BUTTE**  
Katharine Elverum, Present  
Richard Holcomb, Present

**EX-OFFICIO**  
Don Bates, CEO, Absent  
Amanda Cardona, VCW, Present  
Janet Porter-Carrejo, CM, EB, Absent  
Amber Vaughn, CM, Absent  
Gary Whitehead, CM, TorC, Absent  
Jim Paxon, JPC Chair, Present  
Mayor Mortensen, Present for Janet

**Ovation:**  
Erika Sundrud

#### 4. Approval of Agenda

Katharine Elverum motioned to approve the agenda. Richard Holcomb 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

A. April 4, 2025 Special Meeting

Bruce Swingle motioned to approve the April 4, 2025 minutes. Greg D’Amour seconded. Motion carried unanimously.

B. March 25, 2025 Regular Meeting

Serina Bartoo motioned to approve the March 25, 2025 minutes. Katharine Eleverum seconded. Motion carried unanimously.

6. **Public Input** – Ted Kuzdrowski thanked Ming Huang for the work he did in the billing department. Ted requested that any employee who has a ponytail should be required to wear a hair net so that their hair doesn’t fall into people’s faces.

*Note:* Kathi Pape stated that Don Bates will not be able to attend today’s meeting due to a family emergency.

#### 7. Old Business-

None

#### 8. New Business-

None

#### 9. Finance Committee- Bruce Swingle, Chairperson

A. SCRDA Agreement Update, Ming Huang, CFO, reminded the board that this was discussed last month in Finance Committee and tabled in that committee meeting pending further explanation of the cost increase. The main contributing factor was lower GRT funding. Bruce Swingle explained that 95% of GRT funding is used for SCRDA. There were a couple of years with high revenues and higher GRT. We are now returning to normal levels of GRT.

Bruce Swingle motioned based on the recommendation of the Finance Committee, approval of the SCRDA agreement. Serina Bartoo seconded. Motion carried unanimously.

B. February & March Financial Report - Ming Huang, CFO stated that statistics and revenue are lower in February due to the cyber incident. Total patient days in February were 77. Outpatient visits were 682. There were 671 RHC visits and 670 ER visits. Days cash on hand at the end of February were 75 days. Accounts receivable net days were 42 and accounts payable days were 24.

Patient days increased in March to 101, which is an increase of 24 days. Outpatient visits were 864, which is an increase of 182 visits. RHC visits were 670 and ER visits were 777. At the end of March, days cash on hand were 93 days. Accounts receivable net days were 49 and accounts payable days were 22.

Gross patient revenue in February was \$2,573,340. Total operating expense was \$2,651,542. We ended February with EBITDA of (\$1,345,456). In March, gross patient revenue was \$7,115,100. Under other operating revenue, we received \$2,385,345 from HDAA, the new Medicaid supplement program. We also received a donation of \$159,000 from the Community Health Foundation for the ultrasound machine. Total operating expenses were \$3,084,672. We ended March with EBITDA of \$3,383,491. Year to date, EBITDA is \$4,886,976

which is a 15% margin. March numbers are the highest because they include the missing numbers from February. Ming provided an explanation of contractual allowances.

Bruce Swingle motioned based on the recommendation of the Finance Committee, approval of the February and March financial reports. Katharine Elverum seconded. Motion carried unanimously.

C. FY24 Appropriated Funds PT & EMS, Ming Huang, CFO, reported that we have not received the \$1.5 million for this project yet. SVH will be responsible for paying the vendors and then we will request reimbursement from the state. On page FC25, the appropriation reversion date is June 30, 2028. We have three years to use the funds. We have selected the architect firm and issued a notice of award last week.

## **10. Board Quality- Shawnee Williams, Chairperson**

### **A. Policies**

- Consent for non-parent to accompany a minor for appointment

Sheila Adams, CNO, explained the need for this policy and the form attached. This policy has been approved by medical staff and Board Quality.

Greg D'Amour motioned based on the recommendation of the Board Quality Committee approval of the Consent for non-parent policy. Richard Holcomb seconded. Motion carried unanimously.

## **11. Bylaws Committee- Katharine Elverum**

### **A. Proposed Revisions to Bylaws**

After discussion, Katharine Elverum motioned to approve the amendments to the Bylaws as discussed. Bruce Swingle seconded. Motion carried unanimously.

### **B. GB Policy Review**

Jesus Baray motioned to approve all Governing Board policies with no changes. Greg D'Amour seconded. Motion carried unanimously.

## **12. Administrative Reports**

A. HR Report- Sheila Adams, CNO, gave the HR report in Don Bates absence. In March, Kellye Foster joined us as the Director of Provider Service. New hires include agency nurses. Terminations include the temporary student interns, three agency RN contracts, two positive drug screen agency RNs, two no call/ no shows and four PRN employees. There are currently 32 agency staff throughout the hospital and clinic. Open positions are now being posted on Indeed for greater reach. Verify Comply has been added as an onboarding tool for all employees to facilitate sanction checks.

B. Nursing Services- Sheila Adams, CNO. We have been looking for a case manager since December and have made the decision to put a travel case manager in place until we find our own. The Daisy program has officially launched, and our CNA program contract is being reviewed by our attorneys. Recruitment will begin once the contract is approved. Candidates will have didactic and clinicals onsite. This program will result in elimination of travel CNAs. EMS attended Region III conference in Ruidoso and continue to teach BLS, ACLS and PALS once per month on Saturdays. The surgery contract has been finalized, and the surgeons are in the credentialing process. Sleep studies are gradually increasing thanks to Dr. Ralls adding time to his schedule here. We have received our life jackets and will be handing them out over the Memorial Day weekend.

Discussion was held regarding the baby box. The grant that we received is not nearly enough to install and maintain this box. The box can be purchased or leased. We are having a hard time with the location of the box as it must be in an area free of cameras and traffic. We may seek assistance from the county for funding.

C. CEO Report – No report (pulled from packet)

D. Governing Board - Kathi Pape, Chairperson. Denim and Diamonds was a great success!

**Motion to Close Meeting:**

Bruce Swingle motioned to close the meeting. Jesus Baray seconded.

**13. Executive Session – In accordance with Open Meetings Act, NMSA 1978, Chapter 10, Article 15, Section 10-15-1 (H) 2, 7 and 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

Greg D'Amour

**RP Delegated Reappointments-**

Jason Akrami MD  
Renee Bonetti MD  
Andrew Bruner MD  
Danny Eisenberg MD  
Stacey Greenspan MD–  
Christopher Hendrix DO  
Peter Holt MD  
Jeremie Karsenti DO  
Snehal Mehta MD  
Sara Orrin MD  
Stephen Parven MD  
Jorge Ramirez MD  
Erik Richter MD  
Robbie Shoots MD  
Robert Stears MD  
Jana Sulzer MD  
Danit Talmi MD  
Kristin Wehrung MD  
Stephanie Heinlen, MD

**2-Year Reappointments-**

Erica Palin, MD  
Sonia Seufer MD

**Provisional to 2-Year Appointments-**

Andres Diocares, MD

**Terms-**

Karen Lynn- Fiato

B. Patient Experience Report

Zach Heard, PXO

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

A. Risk Report

Heather Johnson, Risk

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

- |                            |                          |
|----------------------------|--------------------------|
| A. Quality Update          | Sheila Adams, CNO        |
| B. Compliance              | Zach Heard, PXO          |
| C. Ovation Report to Board | Erika Sundrud, Ovation   |
| • CHNA Update              | Kylie Lattimore, Ovation |

### **Roll Call to Close Meeting:**

Kathi Pape – Y	Serina Bartoo – Y	Jesus Baray – Y
Katharine Elverum – Y	Richard Holcomb – Y	Bruce Swingle - Y
Greg D’Amour – Y	Cookie Johnson - Y	

**14. 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-**

Jason Akrami MD  
Renee Bonetti MD  
Andrew Bruner MD  
Danny Eisenberg MD  
Stacey Greenspan MD  
Christopher Hendrix DO  
Peter Holt MD  
Jeremie Karsenti DO  
Snehal Mehta MD  
Sara Orrin MD  
Stephen Parven MD  
Jorge Ramirez MD  
Erik Richter MD  
Robbie Shoots MD  
Robert Stears MD  
Jana Sulzer MD  
Danit Talmi MD  
Kristin Wehrung MD  
Stephanie Heinlen, MD

#### **2-Year Reappointments-**

Erica Palin, MD  
Sonia Seufer MD

#### **Provisional to 2-Year Appointments-**

Andres Diocares, MD

#### **Terms-**

Karen Lynn- Fiato

Greg D’Amour motioned, based on the recommendation of the Board Quality Committee, approval of all the above listed privileges excluding Karen Fiato as she has not written a letter requesting termination of privileges. Bruce Swingle seconded. Motion carried unanimously.

- B. Patient Experience Report  
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. Quality Update  
No action
- B. Compliance  
No action
- C. Ovation Report to Board
  - CHNA Update-  
Greg D’Amour motioned to approve the Community Health Needs Assessment. Jesus Baray seconded. Motion carried unanimously. \*With correction.

**15. Other**

Next Regular Meeting- May 27, 2025 @ 12:00  
(May 26, 2025 is Memorial Day)

After discussion, it was decided that Board Quality will meet on Wednesday, May 28<sup>th</sup> at 10:00. Finance Committee will meet on Thursday, May 29<sup>th</sup> at 11:00 and the Governing Board will meet on Thursday, May 29<sup>th</sup> at 12:00.

**16. Adjournment**

Katharine Elverum motioned to adjourn. Greg D’Amour seconded. Motion carried unanimously.

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

\_\_\_\_\_  
5/29/25  
Date

\_\_\_\_\_  
Kathi Pape, Governing Board Chair

\_\_\_\_\_  
Date