

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

June 23, 2025

12:00pm

Elephant Butte Lake RV
Event Center

1. The Governing Board of Sierra Vista Hospital met June 23, 2025, at Elephant Butte Lake RV Resort Event Center for a regular meeting. Kathi Pape, Governing Board Chairperson, called the meeting to order at 12:04.

2. Pledge of Allegiance

3. Roll Call:

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

CITY
Bruce Swingle, Present
Jesus Baray, Present by phone
Greg D’Amour, Present

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

SUPPORT STAFF:
Ming Huang, CFO
Sheila Adams, CNO
Zachary Heard, PXO
Heather Johnson, Risk
Lisa Boston, Compliance
Heather Milton, HR

ELEPHANT BUTTE
Katharine Elverum, Present
Richard Holcomb, Present

EX-OFFICIO
David Faulkner, Interim CEO, Present
Amanda Cardona, VCW, Present
Janet Porter-Carrejo, CM, EB, Present
Amber Vaughn, CM, Absent
Gary Whitehead, CM, TorC, Absent
Jim Paxon, JPC Chair, Present

Ovation:
Erika Sundrud

Guest:
Thomas Newsom, E4H

4. Approval of Agenda

Serina Bartoo motioned to approve the agenda. Katharine Elverum 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

Kathi Pape, Chairperson

A. June 9, 2025 Special Meeting

B. May 29, 2025 Regular Meeting

Bruce Swingle motioned to approved both June 9th and May 29th meeting minutes. Serina Bartoo seconded. Motion carried unanimously.

6. Public Input – Ted Kuzdrowski addressed the board to discuss gossip, contract nurses and racist issues within the hospital.

7. Old Business-

A. Bylaws Committee

1. Revisions

Katharine Elverum started on page 2 of the bylaws. In the first paragraph, The JPC Chair and Vice Chair should be added to the list of ex-officio members of the board. On page 3, yellow is delete and red is change. What is in red will be added to 2.6 (d) and “of \$60,000 or more” will be removed. Under 2.6 (f) the word commercial will be deleted. Under 2.6 (k) what is in yellow will be deleted. Under 2.6 (m) what is in red will be added. On page 6, under 2.11 what is in red will be added. On page 8, 4.2 (m) will be deleted entirely. On page 10, July will be changed to August. On page 13, under 7.1 (f) “commercial” will be deleted, red will be added.

On page 4, 2.6 (g) the sentence “The board shall approve new job titles at the Hospital costing \$60,000 or more annually, ensuring alignment with the strategic plan and considering budget impact” will be deleted. The board shall approve the institutional organization chart annually or as needed. The paragraph at the top of page 14 will be deleted.

Greg D’Amour motioned to approve the Bylaws with the changes discussed. Richard Holcomb seconded. Jim Paxon stated that he will have some discussion regarding the bylaws during closed session. Serina Bartoo stated that we are possibly losing two board members within the next two months, and these bylaws will have to be revised again. We have changes noted to this point. Bruce Swingle suggested we wait until the July meeting. Greg D’Amour withdrew his motion. Serina Bartoo motioned to table the bylaw revisions. Katharine Elverum seconded. Motion carried unanimously with Cookie Johnson abstaining.

Jesus Baray lost internet connection and participated as much as possible.

8. New Business-

A. e4h Architecture Presentation (2) - Thomas Newsom reviewed discussion from the previous Governing Board meeting and has provided costs for option one which is a single story structured for vertical expansion and option two which is a two-story roof top mechanical. Discussion was held regarding the RFP. We currently have \$1.5 million from the state that we must use by 2028. We need to start using that money in order to ask for more money next year.

David Faulkner stated that the RFP was good. The hospital team listened to the presentation, voted and selected e4h. The hospital can’t pay for this, now, or in the immediate future. David suggested that we spend this money and build an ambulance garage. That was the plan and that’s what the money was for. In addition, by 2028, the old building must be sprinkled 100%. Move forward with the EMS building with an RFP for just that project.

Greg D'Amour motioned to approve an RFP for architectural services to develop our EMS building site. Serina Bartoo seconded. Motion carried unanimously.

9. Finance Committee- Bruce Swingle, Chairperson

A. May Financial Report - Ming Huang, CFO, directed the board to page FC 6. Total patient days in May were 133 days, 20 more than April. Outpatient visits were 848, 1 more than April. The RHC had 817 visits, 76 more than April and the ER had 735 visits, 33 less than April. Days cash on hand at the end of May were 120 days. Accounts receivable net days were 45 and accounts payable days were 13.

Gross patient revenue was \$5,061,742 which is \$435,153 less than budget. In May we received a trauma grant in the amount of \$60,967 which is recorded under non-operating revenue. Total operating expense was \$2,716,069. Contract services were lower at \$725,597 due to less contract agency staffing cost. EBITDA was \$106,396 which is a 4% margin. Year to date EBITDA is \$12,062,862 which is a 27% margin.

Cash on hand at the end of May was \$12,033,104. The cost report settlement increased to \$375,000 after David Perry's evaluation. Discussion was held regarding where the hospital's money is invested.

Bruce Swingle motioned based on the recommendation of the finance committee approval of the May financial report. Serina Bartoo seconded. Motion carried unanimously.

B. DZA Accountants Year End 6/30/25 - Ming Huang, CFO, explained that DZA did our audit last year. The cost for this year's audit will be \$40,000, which is a \$1,000 increase over last year. The Medicare cost report preparation will remain at \$12,500. This will be the third year DZA has done our audit. We will have to change auditors after six years.

Greg D'Amour motioned to approve DZA Accountant for year end 6/30/25. Serina Bartoo seconded. Motion carried unanimously.

C. Authorized Bank Signers - Ming Huang, CFO, stated that we need to remove Don Bates and add David Faulkner to our Bank of the Southwest accounts ending 4398 and 1829.

Serina Bartoo motioned to remove Donald Bates from Bank of the Southwest accounts ending 4398 and 1829 and add David Faulkner to Bank of the Southwest accounts ending 4398 and 1829. Katharine Elverum seconded. Motion carried unanimously.

10. Board Quality- Shawnee Williams, Chairperson

A. Policies

- Involuntary Hold (Nursing Administration)
- Involuntary Hold (Form)
- Mortality/ Morbidity Peer Review

All the above policies have been approved by Medical Staff. The involuntary hold form should be revised as discussed in Board Quality to remove or revise the verbiage "do not release patient without consulting behavioral health provider". The mortality/ morbidity peer review form has been condensed and updated.

Shawnee Williams motioned based on the recommendation of the Board Quality Committee, approval of Involuntary hold policy and the mortality/ morbidity form but hold the involuntary hold form for revision. Greg D'Amour seconded. Motion carried unanimously.

11. Administrative Reports

A. HR Report - Heather Milton, HR, reported the current staffing matrix by category, FTE utilization and targeted count, as well as vacancies, new hires and turnovers as of June 17th.

B. Nursing Services - Sheila Adams, CNO, stated that we have seven students in our CNA program. An additional international nurse has completed orientation in the Emergency Department. Inhouse sleep studies have incremental increases and Dr. Ralls' clinic was scheduled two times to assist in having patients referred to

the sleep program evaluated. Dr. Ralls will be out for most of July so these numbers will not be as high next month. EMS and Trauma participated in the swift water rescue training. Kellye Foster and our behavioral health providers hosted a successful lunch and learn. 10 employees and 20 community members attended.

C. CEO Report - David Faulkner, Interim CEO, said it's good to be back. Services are being evaluated, and discussions will be held with our providers for their input. The CEO of 3 Crosses is leaving that hospital so surgery will not be something that we will start any time soon. Ming is completing the budget for FY2026. Aaron Dow continues to work on the cyber incident, and we will be filing a claim with our insurance once the investigation is wrapped up. We are working on getting the phone issues and registration issues fixed as soon as possible. David asked that the minutes reflect that he really appreciates Jennifer having everything put together and set up for him.

D. Governing Board Report - Kathi Pape, Chair, stated that she will give her report in Executive session.

Motion to Close Meeting:

Serina Bartoo motioned to close the meeting. Greg D'Amour seconded. Kathi Pape read the following stipulation:

12. 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

David Faulkner, Interim CEO

2-Year Reappointments

Mary Pattridge, LCSW

Peace C. Chukwuma, NP

RP Delegated Reappointments

Amy E. Benson, MD

Provisional to 2-Year

Haywood Hall, MD ESS

Ryan J. Kronen, MD ESS

TERMS:

Chad A. Berryman, MD - ESS

Yosef Raskin, MD - ESS

Timothy W. Overton, MD - ESS

Greg D'Amour, PharmD

B. Patient Experience Report

Zach Heard, PXO

C. CEO Pay range

Kathi Pape, Chair

D. Megan Toney Employment Agreement

David Faulkner, Interim CEO

E. Remote Compliance Officer Agreement

David Faulkner, Interim CEO

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. Ovation Report to Board

Erika Sundrud, Ovation

B. Elephant Butte withdrawal notice

Jim Paxon, JPC Chair

C. City of Elephant Butte GRT

Ming Huang, CFO

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

Shawnee Williams - 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

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Yosef Raskin, MD - ESS

Timothy W. Overton, MD - ESS

Greg D'Amour, PharmD

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

B. Patient Experience Report

No action required

C. CEO Pay range

Discussion

D. Megan Toney Employment Agreement

Greg D'Amour motioned to approve Megan Toney Employment Agreement. Richard Holcomb seconded. Motion carried unanimously.

E. Remote Compliance Officer Agreement

No action required

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

A. Risk Report

No action required

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

A. Ovation Report to Board

No action required

- B. Elephant Butte withdrawal notice
- C. City of Elephant Butte GRT

No action required
No action required

15. Other

An emergency meeting will be called to select the General Liability/ Medical Malpractice provider for FY2026. In order to have a quorum, the meeting will have to be held on Thursday.

Next Regular Meeting- July 29, 2025 @ 12:00. Finance Committee will meet at 11:00 on July 29 and Board Quality on July 28 at 10:00.

The Patient Experience report will become a quarterly report.

16. Adjournment

Serina Bartoo motioned to adjourn. Katharine Elverum seconded. Motion carried unanimously.

__JB_____
Jennifer Burns, Recording Secretary

7/29/25_____
Date

__KP_____
Kathi Pape, Governing Board Chair

Date