



SIERRA VISTA HOSPITAL GOVERNING BOARD REGULAR MEETING MINUTES

October 28, 2025

12:00pm

Elephant Butte Lake RV Event Center

1. The Governing Board of Sierra Vista Hospital met October 28, 2025 at Elephant Butte Lake RV Resort Event Center for a regular meeting. Serina Bartoo, Chairperson, called the meeting to order at 12:03.

2. Pledge of Allegiance –

3. Roll call – Jennifer Burns, Recording Secretary:

County:

Kathi Pape, Present
Serina Bartoo, **Chair**, Present
Shawnee Williams, Present

City:

Bruce Swingle, **Vice Chair**, Present
Jesus Baray, Present
Greg D’Amour, **Secretary**, Present

Elephant Butte:

Katharine Elverum, Present
Richard Holcomb, Present

Village of Williamsburg:

Cookie Johnson, Present

There is a quorum of voting Governing Board members.

Ex-Officio:

David Faulkner, ICEO, P
Amanda Cardona, VCW, A
Janet Porter-Carrejo, CM, EB, A
Amber Vaughn, CM, A
Gary Whitehead, CM, TorC, A
Jim Paxon, JPC Chair, A
Travis Day, JPC, A

Support Staff:

Ming Huang, CFO, P
Sheila Adams, CNO, A
Heather Milton, HR, P
Zach Heard, PXO, P
Lisa Boston, CC, A
Dr. Sonia Seufer, COS, P
Gera Johnson, Quality, P

Ovation:

Erika Sundrud, by Webex

4. Approval of Agenda

Serina Bartoo, Chair

Serina Bartoo stated that we need to amend the agenda. The auditors cannot call in today during closed session as listed under 10-15-1 (H) item A.

Kathi Pape motioned to approve the amended agenda. Katharine Elverum seconded. Motion carried unanimously.

“Are there any items on this agenda that could cause a potential conflict of interest for any Governing Board member?”

None

5. Approval of Minutes Serina Bartoo, Chair

A. October 13, 2025 Special Meeting

B. September 30, 2025 Regular Meeting

Cookie Johnson motioned to approve both October and September minutes. Richard Holcomb seconded. Motion carried unanimously.

6. Public Input

None

7. Old Business Serina Bartoo, Chair

None

8. New Business Dr. Sonia Seufer, Chief of Staff

A. Medical Staff Report

David Faulkner said that the Chief of Staff should come to every Governing Board meeting and he is glad to see her here. In addition, the bylaws state that there will be a Joint Conference Committee that meets once per quarter or as needed. Three members of the board and three members of the Medical Staff need to meet to keep communication open and establish a relationship.

Dr. Seufer reported that we have the best support staff, nursing staff, providers and director that we have ever had. We are communicating well with each other and coming up with our goals. We now have input from Press Ganey surveys, and we are using those to determine how to improve the patient experience. The phone system makes up a large part of the complaints that we receive as well as registration. We are trying to reduce the number of “no shows” by calling patients personally and reminding them of their appointment.

Greg recommended that he and Katharine Elverum work on getting the meeting established.

9. Finance Committee – Bruce Swingle, Chair

A. September Financial Report, Ming Huang, CFO, directed the board members to page FC7 of their packets. Total patient days in September were 61 days, 34 less than August. There were 950 outpatient visits, 64 more than August. The RHC had 701 visits, the same as August and the ER had 624 visits, 102 less than August. Days cash on hand at the end of September were 158 days. Accounts receivable net days were 44 and accounts payable days were 24.

Gross patient revenue in September was \$5,364,961 which is \$364,947 less than budget. Revenue deductions were \$2,508,076. Net patient revenue was \$2,857,736. Other operating revenue was \$635,748 which includes \$588,352 from the Healthcare Delivery Access Act (HDAA). Total operating revenue was \$3,870,147. Supply expenses were \$176,933 which is \$54,000 less than budget due to lower census in September. Contract services were \$679,489, which is \$91,000 less than budget due to lower agency staffing. Total operating expense was \$2,729,601. EBITDA was \$1,140,546 which is a 29% margin. Year to date (July through September) we have total EBITDA of \$2,994,356 which is a 26% EBITDA margin.

At the end of September, we had \$14,873,676 in the bank. This amount includes \$1,750,251 that we received from HDAA. Looking at the finance and operations dashboard, both EBITDA and net operating revenue are in green because of the receipt of the HDAA funds. Contract services expense is in green due to lower contract labor expenses. Payroll and benefits percentage to net revenue is in red because it is higher than budget. Under operations, clinic visits, ER visits, patient days and census are all in red. Expenses are at the same level, but revenue is lower because of the lower census.

David Faulkner added that as we hire more people to get away from agency contracts, payroll and benefits will go up. Contract labor is going down and that is a good thing.

Bruce Swingle motioned based on the recommendation of the Finance Committee, approval of the September financial report. Greg D'Amour seconded. Motion carried unanimously.

10. Board Quality Committee – Shawnee Williams, Chair

A. No open session reports

11. Administrative Reports

A. Human Resources - Heather Milton, HR Director, reported Contract labor has come down to 4.6%, agency is at 3.7% and independent contractor is at 0.5%. Every contract and every turnover is being evaluated as it comes up. Current projects include the master personnel policy. A final proposal will be presented to the Governing Board for approval. In-process improvements include job description updates and uniformity and establishing SVH as a participant in the Workforce Innovation and Opportunity Act (WIOA). The WIOA will help SVH with recruitment, retention efforts and a percentage of salary reimbursement. This has started to generate job matches for us. Completed projects include job benchmarking, annual performance evaluations and outsourcing SVH staff drug and alcohol screening.

1. Code of Conduct Revision

As requested by the board, leadership standards has been added to our current code of conduct. Once this revision is approved, it will be sent out to all employees with an acknowledgement for signature.

Cookie Johnson motioned to approve the Code of Conduct revision. Greg D'Amour seconded. Motion carried unanimously.

B. Nursing Services - Sheila Adams, CNO. No report.

C. CEO Report - David Faulkner, ICEO, stated that we have had our first meeting with the architectural firm. Picking the location for the EMS building is challenging and we are working through this issue. We had a meeting with Phillips regarding a new 128 slice CT scanner as ours continues to go down. The cost will be around \$500,000 for a brand-new machine. When CT is down, we go on divert. We are getting closer to the sale of the surgery equipment. Zach Heard is working on the installation of the panic button system for employees. They should be fully operational early next year. The rehabilitation move was completed on October 7. We are working through the lease of the safe haven baby box. Leona Wagner coordinated the cancer walk that was held two weeks ago. We had 140 walk/runners and raised over \$12,000. There is a flyer in the packet for Veteran's Day events at the VA and at SVH. The first and third graders will walk to SVH and trick or treat on Thursday, October 30th. A movie crew and cast will be onsite November 4th and 7th to shoot scenes for their upcoming film. Discussion was held regarding the baby box.

D. Governing Board - Serina Bartoo, Chair. No open session report.

Motion to close the meeting:

Katharine Elverum motioned to close the meeting and move into executive session. Kahti Pape seconded. Serina Bartoo read the following stipulation:

12. Executive Session – In accordance with Open Meetings Act, **NMSA 1978, Chapter 10, Article 15, Section 10-15-1 (H) 2,7,9 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, ICEO

Initial:

Vishal Tolia, DO Arena Health, Pulmonology

Provisional to 2-Year:

Emily B. Gerardo, FNP

RP Delegated Re-apps:

Ginu Aykkareth Thomas MD RP

Chadwick D. Barrs MD RP

John H. Lampe MD RP

B. CEO Candidate Update

Serina Bartoo, Chair

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

A. Risk Report

Heather Johnson

10-15-1 (H) 9 – Public Hospital Board Meetings

~~A. Dingus FY25 Final Audit~~

Removed from agenda

B. Quarterly Quality Report

Gera Johnson

C. Quarterly Compliance Report

Lisa Boston

D. Quarterly PXO Report

Zach Heard

E. JPA Update

TBD, JPC

F. Ovation Report to Board

Erika Sundrud

Roll call vote to close meeting:

Kathi Pape – Y

Bruce Swingle – Y

Serina Bartoo – Y

Jesus Baray – Y

Shawnee Williams – Y

Greg D’Amour – Y

Katharine Elverum – Y

Richard Holcomb – Y

13. Re-open meeting – As required by **Section 10-15-1 (J), NMSA 1978** matters discussed in executive session were limited to only those items specified in the motion to close the meeting.

10-15-1 (H) 2 – Limited Personnel Matters

A. Privileges-

Action

Initial:

Vishal Tolia, DO Arena Health, Pulmonology

Provisional to 2-Year:

Emily B. Gerardo, FNP

RP Delegated Re-apps:

Ginu Aykkareth Thomas MD RP

Chadwick D. Barrs MD RP

John H. Lampe MD RP

Bruce Swingle motioned to approve the privileges as presented except for Emily Gerardo who should not move forward from provisional to two-year term. Cookie Johnson seconded. Motion carried unanimously.

Note: Emily Gerardo's resignation was received on the day of and prior to this meeting.

B. CEO Candidate Update

Report

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

A. Risk Report

Report

10-15-1 (H) 9 – Public Hospital Board Meetings

~~A. Dingus FY25 Final Audit~~

Removed from agenda

B. Quarterly Quality Report

Report

C. Quarterly Compliance Report

No report

D. Quarterly PXO Report

Report

E. JPA Update

Report

F. Ovation Report to Board

No Report

14. Other

Next meeting, December 2, 2025 at 12:00. Finance Committee will be at 11:00 on December 2nd and Board Quality will be on Monday, December 1st at 10:00.

15. Adjournment

Action

Shawnee Williams motioned to adjourn. Jesus Baray seconded. Motion carried unanimously.

JB

Jennifer Burns, Recording Secretary

12-2-25

Serina Bartoo, Chairperson

Approved