



SIERRA VISTA HOSPITAL GOVERNING BOARD REGULAR MEETING MINUTES

January 27, 2026

12:00pm

Elephant Butte Lake RV Event Center

1. The Governing Board of Sierra Vista Hospital met January 27, 2026 at Elephant Butte Lake RV Resort Event Center for a regular meeting. Serina Bartoo, Chairperson, called the meeting to order at 12:00.

2. Pledge of Allegiance –

3. Roll call – Jennifer Burns, Recording Secretary:

County:

Bruce Swingle, **Vice Chair**, Present
Jesus Baray, Present

City:

Greg D'Amour, **Secretary**, Present
Vacant

Village of Williamsburg:

Serina Bartoo, **Chair**, Present

There is a quorum of voting Governing Board members.

Ex-Officio:

Shauna Cameron, CEO, P
Amanda Cardona, VCW, A
Amber Vaughn, CM, A
Gary Whitehead, CM, TorC, A
Jim Paxson, JPC Chair, P

Support Staff:

Ming Huang, CFO, P
Sheila Adams, CNO, P
Heather Milton, HR, P
Zach Heard, PXO, P
Dr. Sonia Seuffer, COS, P
Gera Johnson, Quality, P

Ovation:

Erika Sundrud, by Webex

Serina Bartoo called for a moment of silence for Cookie Johnson who passed last week.

4. Approval of Agenda Serina Bartoo, Chair

Jesus Baray motioned approval of the agenda. Bruce Swingle 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. December 2, 2025 Regular Meeting
- B. December 22, 2025 Special Open Meeting
- C. December 22, 2025 Special Closed Meeting

Bruce Swingle motioned to approve all minutes listed above. Greg D’Amour seconded. Motion carried unanimously.

6. Public Input – Ted Kuzdrowski addressed the board with concerns about communication between the ER doctors and the clinic doctors. ER doctors are canceling prescriptions without contacting the specialist at the clinic or the doctors. I wasn’t the only one who had this problem.

7. Old Business

None

8. New Business

A. Medical Staff Report - Dr. Sonia Seufer, Chief of Staff, stated that she will speak to Dr. Garver regarding Ted’s concern. She further stated that she has not had this problem but sometimes there is communication problem with the pharmacies. We are anxious to have an interview with an NP candidate in mid-February. The emergency preparedness policy was approved by Med Staff for the clinic, and we have had our first tabletop exercise. We have finished standardizing the supplies that will be in the exam rooms and in our supply closet to track outgoing supplies and inventory.

B. November Financial Report-

C. December Financial Report- Ming Huang, CFO, directed board members to page GB19 in their packets. Total patient days in November were 106 days, eight more than October. Outpatient visits were 669, 266 less than October. RHC visits were 525, 144 less than October and ER visits were 631, 73 less than October. In November, most departments decreased compared to October. Days cash on hand at the end of November were 159 days. Accounts receivable net days were 41 and accounts payable days were 19.

Total patient days for December were 115 days, 9 more than November. Outpatient visits were 807, 138 more than November. RHC visits were 568, 43 more than November and ER visits were 845, 214 more than November. Days cash on hand at the end of December were 189 days. The increase from November to December was due to \$2,105,024 million HDAA funds received in December and the mil levy in the amount of \$293,072. Accounts receivable net days were 37 and accounts payable days were 14. December increased over November in most departments. There were no swing bed patients in December and only one in November. Physical therapy remains average every month. There were three home tests for sleep study in December and seven in-house tests. Discussion was held regarding the nuclear medicine patients and the sleep/ home study tests. The holidays and no walk-in clinic have reduced the number of clinic visits in November and December.

Gross patient revenue in November is the lowest it has been in a year at \$4,739,735. This is \$990,174 less than budget. Other operating revenue was \$1,053,020 which includes \$939,715 in HDAA funds. Total operating revenue for November was \$3,437,205. Benefits were lower than budget due to the refund of unemployment expenses for \$62,000. We also received \$32,532 in dividends from workers' compensation insurance. Total operating expense was \$2,475,680 and we ended November with EBITDA of \$961,526 which is a 28% margin.

Volume was higher in December. Gross patient revenue was \$5,647,822, \$273,084 less than budget. Total net patient revenue was \$2,775,665. Other operating revenue includes \$783,567 HDAA funds. Non-operating revenue is lower because we recognized a \$100,171 loss for surgical equipment disposition. When the sale to Memorial is complete, we will offset this loss. Contract services are lower due to lower agency staffing expenses. Total operating expense is \$2,691,308 and we ended December with EBITDA of \$1,172,957 which is a 30% margin. Year to date, EBITDA is \$5,140,213 which is a 24% margin.

At the end of December, we had \$17,189,992 in the bank. The decrease in fixed assets is due to the disposition of surgical equipment. David Perry and Katie Tinsley are working on the cost report settlement. When they are finished, we will know if we owe Medicare or they owe us.

Greg D'Amour motioned to accept the November and December Financial reports. Bruce Swingle seconded. Motion carried unanimously.

D. Quarterly Investment Update- Ming Huang, CFO. On December 31, 2025 we had \$14,046,617 in our investment account. The money market accounts have \$1,789,942 and our fixed income account has \$12,256,674. We have a taxable income of \$293,520 and a change in asset value of \$86,113.

E. Authorized signature change - Ming Huang, CFO. We need to remove David Faulkner, ICEO from the accounts at Bank of the Southwest ending 4398 and 1829 and add Shauna Cameron, CEO.

Greg D'Amour motioned to remove David Faulkner and add Shauna Cameron to Bank of the Southwest accounts ending 4398 and 1829. Jesus Baray seconded. Motion carried unanimously.

F. Policy Review - Sheila Adams, CNO

1. Emergency Preparedness Program Policy-

2. MRSA and HAI Screening and Prevention- When MRSA was very high, we were screening every patient placed on the nursing unit. The revision to this protocol is, now that MRSA rates are below the national average, we are following the CDC guidelines and only screening patients from long term nursing facilities.

3. Provider Specialty – Rural Health Behavioral Clinic Psychiatrist

4. Provider Specialty – Sleep Physician- Both 3 and 4 are forms for provider quality review. The forms needs to be corrected as discussed in medical staff so that a provider is only excellent with zero validated incidents of unprofessional behavior in a six-to-eight-month period. One is acceptable and two or greater requires action.

Bruce Swingle motion to approve one through four. Greg D'Amour seconded. Motion carried unanimously.

9. Administrative Reports

A. Human Resources - Heather Milton, HR Director. Last month, FTE utilization was set at 187. This has been increased to 195 due to our trend with Ovation over the last year. We are working on productivity reviews with department leaders so they can understand productivity versus staffing needs. We are seeing a down shift in agency utilization. Since June 2025 to December, it's down 3.7%. Utilized

FTEs is down from 211 in June to 200.5 in December. There were no new hires in December. The turnover rate is 7.30%.

Current projects include the SVH master personnel policy development that will be finalized now that our permanent CEO is in place. The final proposal will be presented to this board for final approval with a targeted completion date of April 30, 2026. The workforce innovation and opportunity act program has been established for SVH.

In process improvements include job description updates. The goal is to have them all completed by May of 2026. Current overall completion rate is 37%. Additionally, evaluating current HR compliance with Joint Commission's 2026 National Performance Goals 11 and 12 and identifying areas for improvement. Goal 11: The critical access hospital maintains workplace and patient safety. Goal 12: The critical access hospital is staffed to meet the needs of the patients it serves, and staff are competent to provide safe, quality care.

B. CNO Report - Sheila Adams, CNO. We are working with our HR and EOC to develop a safe patient handling policy with guidelines in place to improve patient and staff safety. There is increased focus on nursing documentation to identify any potential opportunities with Cerner, and we are reviewing all competency documentation of individuals in nursing departments. We continue with a multidisciplinary approach to increase swing bed patients. Education is being prepared for nurses to better understand differences in expectations for an inpatient and a swing bed patient. Our educator is developing competencies for orthopedic post-op care. AU/AR (antibiotic use/ antibiotic resistance) reporting is going very well. We have been able to report all of 2025 data and submitted it as we are required to do. Three international nurses are nearing the end of their contracts, and we are trying to recruit them to stay with SVH.

C. CEO Report - Shauna Cameron, CEO, reported that she has spent a lot of time meeting people both inside and outside of the hospital. She attended opening day of the legislation in Santa Fe and met with the President of the Hospital Association, Troy Clark as well as Steve Stoddard with the Rural Health network.

We are working on hiring two new nurse practitioners. One will be onsite February 8 – 10. We are working with Phillips on the installation of the new CT scanner. A temporary CT will have to be brought in while the new one is installed. A meeting is scheduled with Rob Price, architect for the EMS building, on January 29th. The baby box is installed and plans for marketing and a ribbon cutting are in the works. All staff will be trained on how best to communicate about the baby box. Don Welch, Director of Plant operations, was able to rework our Med Gas contract, which will save us about \$13,000 monthly. A list of Legislative session bills are included in the CEO report. Discussion was held regarding the important bills that will impact hospitals throughout New Mexico.

1. EMS Building Update- Jim Paxon stated that the purchase documents were signed on the 26th. This is an outstanding addition and an excellent location for EMS. It was a four to one vote in the JPC on the purchase and the resolution. Serina Bartoo stated that with the purchase of the building, it is a good time to hold town hall meetings with the community.

D. Governing Board - Serina Bartoo, Chair, read a tribute to Cookie Johnson: "Today we pause to honor the passing of our fellow board member, Cookie Johnson. Cookie was without question a firecracker full of energy, conviction and a spark that made our conversations better and our vision stronger. She never sat quietly on the sidelines; she cared too much for that. Her commitment to our hospital went far beyond board meetings. Cookie carried decades of experience in hospital governance dating all the way back to the 1990s when she served as the mayor of the City of Truth or Consequences

during a critical moment in our community’s history. When the hospital was on the brink of closing, Cookie stepped into action. She was handed the keys to that building, that might have shut its doors the very next day. But instead of accepting that fate, she helped rally leadership and engage the City and County and keep a community hospital alive. That story captures who Cookie was. Bold when it mattered, unafraid of hard moments and fiercely committed to serving others. She believed deeply that our hospital deserved people who knew its history, understood its purpose and cared about its future and she lived that belief through her service to this board and our community . We will miss her spark, her passion, her voice at this table but we are grateful for the impact that she made and the foundation she helped strengthen for all who will come after her. We extend our deepest thoughts and prayers to her family, her friends and her loved ones.”

Motion to close the meeting:

Bruce Swingle motioned to go into closed session. Jesus Baray seconded. Serina Bartoo read the following:

10. 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-

Shauna Cameron

RP Delegated Initial appointments –

- William Harvey II, MD
- Nelson Uzquiano, MD

ESS Initial appointment- 6-month provisional

- Toikus Westbrook, MD (ER)

Two Year Reappointment-

- Frank Ralls, MD (Sleep)

Terms-

- Vishal Tolia, MD (Arena Health) contract revision

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

A. Risk Report

Gera Johnson

B. City of Elephant Butte GRT debt

Ming Huang

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

A. Survey Updates

Sheila Adams

1. CMS

2. Safety

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| B. Quality and QAPI FY26 | Gera Johnson |
| C. Compliance | Zach Heard |
| 1. SVH NPP | |
| 2. Use of Qualified Medical Interpreters | |
| D. Patient Experience Report | Zach Heard |
| E. Ovation Report to Board | Erika Sundrud |
| F. Annual GPO disclosure | Erika Sundrud |
| G. Contract Discussion | Deb Mann / Shauna Cameron / Erika Sundrud |
| H. CEO Discussion with Board | Shauna Cameron |

Roll call vote to close meeting:

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|-------------------|-------------------|
| Bruce Swingle – Y | Jesus Baray – Y |
| Greg D’Amour – Y | Serina Bartoo - Y |

11. 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-

RP Delegated Initial appointments –

- William Harvey II, MD
- Nelson Uzquiano, MD

ESS Initial appointment- 6-month provisional

- Toikus Westbrook, MD (ER)

Two Year Reappointment-

- Frank Ralls, MD (Sleep)

Terms-

- Vishal Tolia, MD (Arena Health) contract revision
Jesus Baray motioned to approve the above listed privileges. Bruce Swingle seconded. Motion carried unanimously.

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

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|------------------------------------|-----------|
| A. Risk Report | No Action |
| B. City of Elephant Butte GRT debt | |

Bruce Swingle motioned that Shauna Cameron, CEO, send the City of Elephant Butte a letter acknowledging receipt of their correspondence and that we request full payment within 30 days of receipt of our correspondence. Greg D’Amour seconded. Motion carried unanimously.

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

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| A. Survey Updates | No Action |
| 1. CMS | |

- 2. Safety
- B. Quality and QAPI FY26 No Action
- C. Compliance No Action
 - 1. SVH NPP
 - Greg D'Amour motioned to accept the SVH NPP. Bruce Swingle seconded. Motion carried unanimously.
 - 2. Use of Qualified Medical Interpreters
 - Greg D'Amour motion to approve the Use of Qualified Medical Interpreters. Jesus Baray seconded. Motion carried unanimously.
- D. Patient Experience Report No Action
- E. Ovation Report to Board No Action
- F. Annual GPO disclosure No Action
- G. Contract Discussion No Action
- H. CEO Discussion with Board Information

12. Other

Next meeting – February 24, 2026

13. Adjournment

Jesus Baray motioned to adjourn.

JB

Jennifer Burns, Recording Secretary

SB

Serina Bartoo, Chairperson

2/24/26

Approved