

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

December 29, 2021

2:00PM

SVH Boardroom

1. The Governing Board of Sierra Vista Hospital met December 29, 2021 at 2:00pm in the Boardroom at Sierra Vista Hospital for a Special meeting. Greg D’Amour, Chairperson, called the meeting to order at 2:00pm.

2. Pledge of Allegiance

3. Roll Call

GOVERNING BOARD -----

SIERRA COUNTY

Stan Thompson, Present by phone
Kathi Pape, **Secretary** – Present by phone
Greg D’Amour, **Chairperson**- Present

ELEPHANT BUTTE

Vacant, Member
Katharine Elverum, Member – Present

CITY OF T O R C

Bruce Swingle, Member – Present
Vacant, Member
Peggy (Cookie) Johnson, **Vice Chair**- Excused

EX-OFFICIO

Charlene Webb, County Manager- Absent
Amanda Cardona, Williamsburg VC- Absent
Vacant, City Manager EB-
Travis Day, JPC Chair, EB- Present

VILLAGE OF WILLIAMSBURG

Denise Addie, Member – Present by phone

STAFF

Tim James, HR Manager- Present
Ming Huang, CFO- Present
Sheila Adams, CNO- Present
Frank Corcoran, CEO- Present

There is a quorum.

NOTE: Because of COVID restrictions and the limited seating in the SVH boardroom, public attendance in person was not allowed. A call-in number was provided to the public and posted in the hospital public areas, on the hospital website and at the Government entities. There were no public calls. Chuck Wentworth from the Sierra County Sentinel called in for open session.

4. Approval of Agenda Greg D’Amour, Chairperson

Bruce Swingle motioned approval of the agenda. Stan Thompson 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. Capital Outlay funds expenditure - Brian Hamilton, EMS Manager and Ashlee West, Administrative Supervisor EMS.

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A. Purchase of 4 autopulse cardiac arrest devices and 5 powerloads. Ashlee West explained that these are Capital Outlay funds that were secured for EMS and SVH while Bruce Swingle was the County Manager. Funds in the amount of \$180,000 for ambulances and equipment have been approved by the State and the County Commission. With these funds, we would like to purchase two very important types of equipment. Autopulses are for patients that are in cardiac arrest and are important for two reasons. We are a very rural service and sometimes we can only send one ambulance to a call that is far out. The other is COVID. Doing CPR positions an EMT directly over a patient’s airway greatly increasing chances of getting infected. The cost for the autopulses is \$63,832.19.

The other equipment is powerloads. Powerloads lift, unload, and load gurneys into the ambulance. This eliminates many backaches, manual loading, and it’s safer for the patient. Five powerloads will cost \$107,830.49. After these purchases, we will have a balance of \$8,337.32 which will go towards the purchase of drug boxes, etc. for the new ambulances we purchased with last year’s capital outlay.

The outlay is specifically for ambulances and equipment. Our fleet is eight ambulances strong, and we are not due for remounts until next year.

Bruce Swingle motioned authorization of the purchase of four autopulse cardiac devices and five powerloads. Stan Thompson seconded. Motion carried unanimously.

6. Grant and COVID Fund Purchase Requirement- Frank Corcoran, CEO, the above issue brought up the question of how does the Board want to handle expenditures like the autopulse and powerloads moving forward? Does the Board want to approve every purchase or authorize Frank Corcoran some authority with limitations on future purchases using grant money or COVID funds over \$20,000? Most members felt that \$20,000 is a good limit and should remain as is. No action is required on this item.

Motion to Close Meeting:

7. Executive Session – In accordance with Open Meetings Act, NMSA 1978, Chapter 10, Article 15, Section 10-15-1 (H) 2 the Governing Board will vote to close the meeting to discuss the following items:

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

- A. Comp Health Search Agreement
- B. Vista Staffing Solutions Search Agreement
- C. Physician Recruitment

Roll Call to Close Meeting:

Kathi Pape- Y	Katharine Elverum- Y
Stan Thompson- Y	Bruce Swingle- Y
Denise Addie- Y	

8. 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

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|--|---------------|
| A. Comp Health Search Agreement | Action |
| B. Vista Staffing Solutions Search Agreement | Action |

Bruce Swingle motioned to have Administration execute the contract with Vista Staffing Solutions as soon as possible. In addition, reach out to Comp Health to ensure there is one fee, not two fees. If the CEO is comfortable that it is one fee and reasonable, then execute that contract as well. Kathi Pape seconded. Motion carried unanimously.

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C. Physician Recruitment
Discussion only.

Discussion

9. Adjournment

Action

Katharine Elverum motioned to adjourn. Bruce Swingle seconded. Motion carried unanimously.

JB

1-25-22

Recording Secretary, Jennifer Burns

Date of Approval

Greg D'Amour, Chairperson