

**NEW MEXICARE, INC. dba Guadalupe County Hospital
Hospital Conference Room**

**Regular Monthly Board Meeting
Tuesday, March 22, 2022**

MINUTES

CALL TO ORDER: The meeting was called to order at 8:00 am by Chairman Keith Ross.

ROLL CALL: Other board members present were Yvette Griego, Peter Tormos, Erasmo Bravo, and Yolanda Tenorio.

OTHERS PRESENT: Staff present were Christina Campos, Administrator; Bret Goebel, CFO; Frank Tenorio, Asst. Administrator; and Mandelyn Cordova, RN, DON.

APPROVAL OF AGENDA: Erasmo Bravo made a motion to approve the Agenda as presented. Yolanda Tenorio seconded the motion. Motion passed.

APPROVAL OF MINUTES: Peter Tormos made a motion to approve the minutes of February 22, 2022. Yvette Griego seconded the motion. Motion passed.

AUDIT PRESENTATION FYE 2021: Chris Garner of the Patillo, Brown & Hill CPAs presented the FYE 2021 Audit to the Board. The State requires a Yellow Book audit which required expanded audit of internal controls and communication of all matters, not only significant matters. The auditors an “Unmodified” or clean opinion, with zero findings in the audit and in the single audit of federal Covid funds. There were also no adjustments, no disagreements with management, and no management consulting with other CPAs regarding the audit. The one prior year finding (approval of journal entries) was resolved. Yolanda Tenorio made a motion to approve the Audit Presentation. Yvette Griego seconded the motion. Motion passed.

DEPARTMENT AND OPERATIONAL IMPROVEMENT REPORTS:

- 1. County Report:** No one in attendance.
- 2. Administrator’s Report:** Christina presented the Census Report and Balanced Scorecard reports (attached). Inpatient census continues to be low. There was some improvement in patient experience, but more needs to be done. Days cash on hand is up, but as a reflection of lower cost per day, not increased cash. Net days in A/R is up also, but also as a reflection of lower billings per day, more than as increases in total A/R. Christina also reviewed employee learning and development, and there was a lengthy conversation on efforts to improve Pain Clinic volumes (marketing opportunity with Albuquerque Journal), as well as a brief feasibility analysis of dialysis services. There are 58 dialysis centers in NM, mostly in urban and Native American communities. Not a single rural hospital in NM provides dialysis as either an outpatient or inpatient service. The standard minimum patient volume for a dialysis center is 30+ patients. At this time, only three patients in the community are known to be on dialysis, two of whom are on home dialysis. Christina will reach out to the clinic to get an accurate number.

Christina also discussed the LGIP, local government investment program, and will bring more information to the board at a later date.

3. **Laboratory, Infection Prevention and Risk Management Report:** Frank reported that the lab is fully staffed and running well. He has held regular department meetings including time for mentoring and coaching. The lab is still seeking a pathologist consultant. UNMH pathology has offered some quarterly training opportunities. Lab testing is showing excellent turnaround times, especially compared to other rural hospital network members. The requirements for unvaccinated staff (Covid) were relaxed to match the State's requirements. GCH was selected as the Region III Emergency Preparedness Council lead hospital. Frank is also currently serving as the chairman of the council. Risk Management is tracking all complaints and incidents as part of OPI. There have been zero complaints or incidents reported to GCH since September 2021 (start of tracking for OPI). Frank quickly reported the status of pending litigation cases (only one pending now). Board member Yolanda Tenorio expressed her thanks to the lab (especially Jason Sanchez) for their excellent care.
4. **Nursing Report:** Mandy reported that one PRN nurse had taken a position with a nurse agency, as previously planned, effective end of March. She had come to work at GCH PRN for a period of 3 months to gain acute experience in order to join an agency. Mandy will cover some shifts while the vacancy is filled. Covid vaccine administration has slowed down significantly. The FDA is still reviewing the need for a 4th shot, although some patients with autoimmune disorders or other health vulnerabilities, have been approved for that 4th shot. A recent nurse staff meeting was held to go over the recent survey findings and to implement changes to inventory processes and patient discharge processes. HCAHP scores were also reviewed with nurses. An ACLS class and a CPR class were recently held. The installation of a new medication dispensing unit is still pending, but may be completed by end of April. Lastly, Mandy announced that she was recently appointed by the Governor to the NM Board of Pharmacy. The Board expressed its approval and congratulated Mandy on this achievement.
5. **Medical Staff Report:** Dr. Brown was away and not able to attend.

FINANCIAL REPORTS:

1. **Guadalupe County Hospital:** Bret Goebel, CFO presented the Guadalupe County Hospital financials for February 2022 (attached). Net loss for the month was \$127,148.66 (almost equal to the unrealized losses in investments, \$127,298.86). **Erasmio Bravo made a motion to approve the financial reports for Guadalupe County Hospital for February 2022. Yolanda Tenorio seconded the motion. Motion passed.**
2. **GCH FYE 2022 Budget Line Item Adjustment:** Bret Goebel presented a line item adjustment (correction) of \$90,000 from patient revenue to retail pharmacy revenue. **Peter Tormos made a motion to approve the line item adjustment as presented. Erasmio Bravo seconded the motion. Motion passed.**
3. **New Medicare Inc.:** Bret Goebel, CFO presented the New Medicare Inc. financials for February 2022. Net gain for the month was \$10,723.35, and \$26,225.27 year to date. (attached). **Erasmio Bravo made a motion to approve the financial reports for New**

Mexicare Inc. for February 2022. Yvette Griego seconded the motion. Motion passed.

GUADALUPE COUNTY HOSPITAL ACTION ITEMS:

1. **Complaint Survey Findings, Response and OPI Plan Update:** Christina reported the official findings (2) of the complaint survey. One was lack of proper inventory processes to remove expired items, and the second was lack of proper surveillance to ensure inventory processes were being followed appropriately. Christina reported that a corrective action plan was submitted to the state and was unofficially accepted. A site review is still pending. No action needed as this was for information purposes only.

NEW MEXICARE INC. BOARD INITIATIVES AND OTHER ACTION ITEMS:

1. **Scholarships:** One application (Katie Zamora) was submitted to the Board for review. **Peter Tormos made a motion to approve the scholarship in the amount of \$500. Yolanda Tenorio seconded the motion. Motion passed.**
2. **Campos Senior Center – Request for Funds for Exercise Equipment:** Christina presented a request for funds in the amount of \$5928.49 for several pieces of commercial equipment and supplies for the senior center. The needed for further equipment was identified and discussed by the board. **Yvette Griego made a motion to approve \$10,000 for the Senior Center exercise room. Yolanda Tenorio seconded the motion. Erasmo Bravo recused himself as a City Councilor. Motion passed.** Keith Ross, Erasmo Bravo, Peter Tormos and Christina planned a quick visit to the Senior Center to tour the center and present the funds to Manager Eileen Lagarde.

EXECUTIVE SESSION: None

CREDENTIALS AND PRIVILEGING: None

NEXT MEETING – DATE AND TIME: The next meeting is scheduled tentatively for Thursday, April 28, 2022, as Christina will be attending the AHA Annual Meeting through that Tuesday (regular meeting day).

MEETING ADJOURNMENT: Having completed the business at hand, Chairman Keith Ross adjourned the meeting at 10:31 am.

Respectfully submitted:
Christina Campos, Administrator

Yolanda Tenorio, Board Secretary

Date