

**Guadalupe County Hospital and New Mexicare Inc.
Hospital Conference Room**

**Regular Monthly Board Meeting
Tuesday, March 28, 2023**

MINUTES

CALL TO ORDER: The meeting was called to order at 9:00 am by Chairman Keith Ross.

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

OTHERS PRESENT: Staff present were Christina Campos, Administrator; Bret Goebel, CFO; Frank Tenorio, Asst. Administrator; and Sunshine Zamora, Accounting Department Head.

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

APPROVAL OF MINUTES: Peter Tormos made a motion to approve the minutes of January 24, 2023 and February 28, 2023 (no quorum present in February). Erasmo Bravo seconded the motion. Motion passed.

DEPARTMENT AND OPERATIONAL IMPROVEMENT REPORTS:

- 1. County Report:** County Manager, Diana Urban, was not in attendance.
- 2. Administrator's Report:** Christina Campos presented the Census Report and Balanced Scorecard reports (attached). Inpatient discharges in February were 11 (lower than average of 14, but above 2022's 7 discharges). ER visits were just above average and above 2022. Outpatient visits were just below average and below 2022 (due to fewer respiratory tests). Pain procedures were well below average but at about the same as 2022. Only 2 patient experience survey responses were received in February. 1 out of 2 scored us in the top box (50%). Discharge processes were at target at 75%. Days cash on hand dropped slightly, net days in A/R dropped from 62.8 to 55.3 (good). Net margin is still negative (-22.7%). Christina reported that she was working with EZ-ERC to apply for Covid Employee Retention Credits through the IRS. Results will be known in 3 to 4 weeks. Christina will be attending the AHA annual meeting in April.
- 3. Laboratory, Infection Prevention and Risk Management Report:** Frank Tenorio that the CLIA biannual inspection is pending. The lab is tightening up the inventory to identify potential cost savings. There were zero hospital acquired infections, and N95 fit testing is still underway. There are no updates in Risk Management. The Policies and Procedures throughout the hospital are still being uploaded into the MCN Policy Manager. Frank will be attending an Emergency Preparedness conference in April. Eric C de Baca from Christus St. Vincent toured GCH and brought information on specialty and medical services offered by St. Vincent. Frank, Christina and Mandy have been invited to tour St. Vincent in the near future. St. Vincent is also interested in developing an EMR interface. Christina suggested utilizing the Synchronis HIE program as opposed to building a direct interface.

4. **Nursing Report:** Mandy Cordova was working the floor and thus, unable to attend.
5. **Medical Staff Report:** Dr. Brown was not in attendance but previously approved and signed the Medical Staff Bylaws and Rules and Regulations, and the Professional Services Agreement to clarify ED and hospital coverage parameters.
6. **Department Head Report:** Sunshine gave a brief department report stating that payroll processes with Paylocity were running smoothly. Christina mentioned Sunshine's interest in pursuing a BA in accounting and the potential of her developing into the CFO position in the future. Christina and Bret gave Sunshine kudos for her excellent work in the accounting/HR/credentialing department.

FINANCIAL REPORTS:

1. **Guadalupe County Hospital December 2022, January 2023 and February 2023 Financial Reports:** There is a year to date loss of \$1,243,723. There was a small gain in December (\$7,187.45), a gain in January (\$96,755.68), and a substantial loss in February (\$208,466.05). Christina expressed hope that the employee retention credits will help to offset these losses in the short term and the new REH designation baseline payment will help offset losses in the long term. The importance of re-growing the Pain Clinic or developing additional outpatient services was discussed. **Yvette Griego made a motion to approve the financial reports for GCH for December, January and February. Yolanda Tenorio seconded the motion. Motion passed.**
2. **New Medicare Inc. January and February 2023 Financial Reports:** Bret reported that there was a net gain of \$4,880.39 in January. The month of February had a net gain of \$10,107. The year to date gain is \$58,767.86. **Erasmio Bravo made a motion to approve the January and February 2023 New Medicare financial reports. Yvette Griego seconded the motion. Motion passed.**

GUADALUPE COUNTY HOSPITAL ACTION ITEMS:

1. **REH Update (Report only)** – Christina reported that the SB245, placing the REH designation in statute, was unanimously passed by the House and the Senate and is awaiting signature by the Governor. The State must still develop and promulgate rules and regulations. She is hoping that GCH can assume the new designation effective July 1, 2023.
2. **Professional Services Agreement** – Christina presented the changes to the Medical Coverage Professional Services Agreement between GCH and Sunrise Medical Group to clarify that providers must be on site and must see ED patients within 30 minutes. The agreement was reviewed at the quarterly Medical Staff meeting and signed by Randal Brown, MD. **Erasmio Bravo made a motion to approve the changes to the Professional Services agreement as presented. Peter Tormos seconded the motion. Motion passed.**
3. **GCH Medical Staff Bylaws and Rules & Regulations** – Christina presented the updates to the GCH Medical Staff Bylaws and Rules & Regulations to clarify that providers must be on site and must see ED patients within 30 minutes. These changes were reviewed and approved at the quarterly GCH Medical Staff Meeting and signed by Randal Brown, MD, Chief of the Medical Staff. **Peter Tormos made a motion to approve the GCH Medical Staff Bylaws and Rules**

and Regulations as reviewed and approved by the GCH Medical Staff. Yolanda Tenorio seconded the motion. Motion passed.

NEW MEXICARE INC. BOARD INITIATIVES AND OTHER ACTION ITEMS:

- 1. Roadrunner Half Marathon Sponsorship:** Requesting sponsorship in amount of \$5000.
- 2. UNM Foundation:** UNM Residency Program support in the amount of \$22,500 per year for three years request submitted.
- 3. Lionettes Traveling Softball Team Sponsorship:** Request in the amount of \$599 to \$735 per tournament.
- 4. SRHS Baseball/Softball Sponsorship:** Request in the amount of \$250 (\$125 per team).
The above items were presented to the Board members electronically and approved by email.

Erasmio Bravo made a motion to ratify the approval of items 1 through 4. Peter Tormos seconded the motion. Motion passed.

- 5. Hound Dawgs Traveling Baseball Team:** Christina presented the request for sponsorship from the boys baseball traveling team in the amount of \$125. **Peter Tormos made a motion to approve the sponsorship in the amount of \$125.00. Yvette Griego seconded the motion. Motion passed.**
- 6. City of Lakes Triathlon Sponsorship:** Christina presented the request for the annual sponsorship of the City of Lakes Triathlon in the amount of \$5000. A donation of \$10 per participant is made back to New Mexicare for scholarships. **Peter Tormos made a motion to approve the sponsorship in the amount of \$5000. Erasmio Bravo seconded the motion. Motion passed.**
- 7. Guadalupe Community Development Corporation (501c3) Contribution –** Christina presented an annual request for funds in the amount of \$5000 for efforts toward addressing the community's social determinants of health including economic development, business recruitment, housing, beautification, youth programs and the UNM HEROs program. She also asked the New Mexicare Board to consider making a contribution for years 2019 through 2022, for which no contributions had been made. (Erasmio Bravo recused himself from the discussion and the vote.) **Peter Tormos made a motion to approve contributions totaling \$25,000 for the years 2019 through 2023. Yvette Griego seconded the motion. Motion passed.**

EXECUTIVE SESSION: Christina requested a motion to go into Executive Session to discuss a personnel matter. **Erasmio Bravo made a motion to go into Executive Session to discuss a personnel matter. Peter Tormos seconded the motion.**

Roll Call Vote:

Keith Ross – Yes

Peter Tormos – Yes

Erasmio Bravo – Yes

Yolanda Tenorio – Yes

Yvette Griego – Yes

Entered Executive Session at 10:51 am.

Erasmio Bravo made a motion to exit Executive Session. Peter Tormos seconded the motion.

Roll Call Vote:
Keith Ross – Yes
Peter Tormos – Yes
Erasmio Bravo – Yes
Yolanda Tenorio – Yes
Yvette Griego – Yes

Exited Executive Session at 10:51 am.

No action was taken in Executive Session.

CREDENTIALS AND PRIVILEGING: In accordance with Medical Staff Bylaws and upon recommendation of the credentialing committee, Christina Campos recommended ratification of the approval for renewal of hospital privileges for Haily Wallace MD and teleneurology privileges for Ismail Mohammed, MD. **Erasmio Bravo made a motion to approve privileges as recommended for Haily Wallace MD (renewal of hospital and ED privileges) and for Ismael Mohammed MD, (initial teleneurology privileges). Yolanda Tenorio seconded the motion. Motion passed.**

NEXT MEETING – DATE AND TIME: The next meeting is scheduled for Thursday, April 27, 2023 at 9 am at GCH, as Christina will be at the AHA conference through Wednesday, April 26.

MEETING ADJOURNMENT: **Having completed the business at hand, Chairman Keith Ross adjourned the meeting at 11:05 am.**

Respectfully submitted:
Christina Campos, Guadalupe County Hospital Administrator

Yolanda Tenorio, Board Secretary

Date