

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

**Regular Monthly Board Meeting
Thursday, October 27, 2022, 8 am**

MINUTES

CALL TO ORDER: The meeting was called to order at 8:05 am by Chairman Keith Ross.

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

OTHERS PRESENT: Staff present were Christina Campos, Administrator; Bret Goebel, CFO; Frank Tenorio, Asst. Admin., and Mandelyn Cordova, DON. Guest present was Tom Dingus of Dingus, Zarecor and Assoc. (auditors).

APPROVAL OF AGENDA: Peter Tormos 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 September 29, 2022. Yvette Griego seconded the motion. Motion passed.

AUDIT PRESENTATION: Tom Dingus presented the audited financials, the financial metrics and any audit findings. These were presented in open session as the audit was fully approved by the NM State Auditor's Office on October 21, 2022 and were deemed ready for publication. There were zero audit findings and no material changes to the financial reports. The full presentation is included in the meeting materials. The board members expressed their thanks to the GCH staff, especially Sunshine Zamora and Elena Tenorio.

DEPARTMENT AND OPERATIONAL IMPROVEMENT REPORTS:

- 1. County Report:** There was no representative from the County in attendance. County leadership was at a conference.
- 2. Administrator's Report:** Christina Campos presented the Census Report and Balanced Scorecard reports (attached). Inpatient census was very low at only 5. ER census is right at average (approximately 230), outpatient census was just below average, and Pain Clinic procedures was below the goal of 60, at 48. Additional data is included in the Balanced Scorecard report.
- 3. Laboratory, Infection Prevention and Risk Management Report:** Frank Tenorio reported that the lab is recruiting for a phlebotomist to replace part time staffer, Kevin Ortiz. The lab staff are participating in free quarterly training provided by UNM pathologists. Infection Prevention – Covid and flu vaccines are available and a small Covid vaccine clinic was held the day before. The DOH has taken the lead on Covid and flu vaccination efforts, so GCH can focus on patient care. Frank gave a brief report on a pending Risk Management case. A hearing to dismiss the case will be held in

November, but if unsuccessful, the case will proceed to trial in January 2023. Frank also gave a presentation on the MCN policy manager and library app and the uploading progress made thus far.

4. **Nursing Report:** Mandy Cordova, RN, DON, reported that monthly meetings and nurse scheduling is still going well. We are still short at least 2 FT RNs. And there is one tech vacancy that 3 candidates have applied for. Mandy has opted to wait on use of agency nursing as the inpatient census is so low, and the additional cost cannot be justified.
5. **Medical Staff Report:** Dr. Brown was not in attendance.

FINANCIAL REPORTS:

1. **Guadalupe County Hospital:** Bret Goebel, CFO presented the Guadalupe County Hospital financials for September 2022 (attached). Net loss for the month was (\$427,509). (Unrealized losses on investments was \$250,752). Net loss year-to-date was (\$668,348). Net patient revenue was only \$447,704. Days cash on hand was 511.6. **Erasmio Bravo made a motion to approve the financial reports for Guadalupe County Hospital for September 2022. Yvette Griego seconded the motion. Motion passed.**
2. **New Mexicare Inc.:** Bret Goebel, CFO presented the New Mexicare Inc. financials for September 2022. Net loss for the month was (\$9,018). Unrealized investment losses for the quarter totaled (\$16,321). Net gain for the year was \$1,666. Christina also reported that the 2021-2022 990 tax filing for New Mexicare had been filed with the IRS and had also been uploaded to the NM COROS website. **Yvette Griego made a motion to approve the financial reports for New Mexicare Inc. for September 2022. Yolanda Tenorio seconded the motion. Motion passed.**

GUADALUPE COUNTY HOSPITAL ACTION ITEMS:

1. **Rural Emergency Hospital Status Update** – Christina Campos reported that a recent DOH CMS hospital recertification survey had been halted as GCH no longer met the PPS (prospective payment system) designation census criteria of an average of 2 inpatients per day for the previous 12 months. She has received assurances from the NM DOH and the NM Secretary of Health (and HSD) that the current designation will remain in effect as GCH transitions into the new REH (rural emergency hospital) designation. The State is also working on emergency rules for the REH status under NM rules and regulations. The final CMS rules will be published in November. Christina has participated in an REH planning webinar with the Federal Office of Rural Health Policy and plans to work with the REH – Technical Assistance Center once it's stood up (after final rules are published). After a simple financial analysis based on 2019, 2020 and 2021 census rates, it is apparent that the REH designation and payment mechanism will be favorable to GCH. GCH will proceed in this direction.
2. **Employee Annual Meeting Stipends** – Christina Campos recommended that the stipends be kept at last year's rates (\$500 full time, \$250 part time). **Erasmio Bravo made a motion to approve the Annual Meeting Stipends at the recommended rates (\$500/\$250). Peter Tormos seconded the motion. Motion passed.**

3. **Departmental Policy Approvals** – Frank Tenorio presented several policy manuals for annual review and board approval. **Erasmus Bravo made a motion to approve the policy manuals. Yolanda Tenorio seconded the motion. Motion approved.**

NEW MEXICARE INC. BOARD INITIATIVES AND OTHER ACTION ITEMS:

1. **Board Officer Elections:** **Yvette Griego nominated the current slate of Keith Ross, President, Erasmo Bravo, Vice-President and Yolanda Tenorio, Secretary/Treasurer. Peter Tormos seconded the nomination. Nominations ceased. All voted in favor of the proposed slate remaining in office.**
2. **Conflict of Interest Statements:** Christina Campos reported that all Conflict of Interest statements were signed are in Board Members' packets.
3. **Administrator/CEO Annual Evaluation:** **Erasmus Bravo made a motion to go into Executive Session for the purpose of completing the Administrator's Annual evaluation and to review provider credentialing. Peter Tormos seconded the motion.**

Roll Call Vote:

Keith Ross – Yes

Erasmo Bravo – Yes

Yolanda Tenorio – Yes

Yvette Griego – Yes

Peter Tormos – Yes

Entered Executive Session at 11:08 am. Christina Campos and Frank Tenorio attended portions of the executive session as requested by the Board.

Erasmus Bravo made a motion to exit Executive Session. Yolanda Tenorio seconded the motion.

Roll Call Vote:

Keith Ross – Yes

Erasmo Bravo – Yes

Yolanda Tenorio – Yes

Yvette Griego – Yes

Peter Tormos – Yes

Exited Executive Session at 1:05 pm. **No action was taken in Executive Session.**

The Board gave Administrator Christina Campos a positive evaluation and provided some direction for improvement. She was also given the anonymous written evaluations for her review.

CREDENTIALS AND PRIVILEGING: In accordance with the GCH Medical Staff Bylaws, and as recommended by the credentialing committee and the Chief of Medical Staff, **Yvette Griego**

made a motion to renew privileges for Antie Postl, CNP and Laura Mardo, CNP. Yolanda Tenorio seconded the motion. Motion passed.

NEXT MEETING – DATE AND TIME: The next meeting is scheduled for Wednesday, November 16, 2022 at 8 am at GCH, due to the Thanksgiving holiday on November 24th.

MEETING ADJOURNMENT: **Having completed the business at hand, Chairman Keith Ross adjourned the meeting at 1:10 pm.**

Respectfully submitted:
Christina Campos, Guadalupe County Hospital Administrator

Yolanda Tenorio, Board Secretary

Date