

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

**Regular Monthly Board Meeting via Zoom due to Coronavirus Pandemic
August 27, 2020, Thursday**

MINUTES

CALL TO ORDER: The meeting was called to order at 3:00 PM. Meeting was initially chaired by Yolanda Tenorio, then by Chairman Keith Ross when he joined later.

ROLL CALL: Board members present included Yolanda Tenorio, Yvette Griego, and Erasmo Bravo. Keith Ross joined before Administrator's Report.

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

APPROVAL OF AGENDA: Erasmo Bravo made a motion to approve the agenda as presented. Yvette Griego seconded the motion. Voting in favor: Yolanda Tenorio, Yvette Griego and Erasmo Bravo. Motion to approve agenda passed.

APPROVAL OF MINUTES: Yvette Griego made a motion to approve the minutes from the meeting of July 23, 2020 as presented. Erasmo Bravo seconded the motion. Voting in favor: Yolanda Tenorio, Yvette Griego and Erasmo Bravo. Motion to approve minutes passed.

DEPARTMENT AND OPERATIONAL IMPROVEMENT REPORTS:

- 1. County Report:** No one was able to attend from the County. However, Christina reported that the County Commissioners had confirmed the reappointment of Erasmo Bravo and Yolanda Tenorio to the GCH Hospital Board.
- 2. Administrator's Report:** Christina presented the Census Report and Balanced Scorecard. Census is average for inpatient, but low for ER and pain clinic. She announced that Sunshine Zamora had started working with Colleen and they would overlap through October. The auditors from Patillo, Brown and Hill were on site this week. So far there was one minor finding pertaining to the G/L entries (no approval on one made in October by Bret or Christina). Christina is also working with George Romero from the NM Taxation and Revenue on a managed audit of Gross Receipts Tax reports filed July 2019 through July 2020. There is a formula discrepancy or error in the TRD work papers, but Christina has yet to identify it. Christina will continue to work with the TRD until this is resolved. There should be a net due to GCH after all GRT reports and payments are reconciled.
- 3. Laboratory, Plant Operations and Risk Management Report:** Frank reported the I-Stat backup lab system is almost ready to fully deploy. The Covid response plan is still in effect with temperature monitoring of patients and staff. The hospital has sufficient PPE supplies. A new policy was adopted to perform Covid tests on all inpatients and observations at time of admission to prevent any delays in possible transfers to other facilities. The Plant Ops has adopted a monthly inspection checklist. The Bio-Fire lab equipment for Covid (an other testing) is on order and may arrive in October or November, as all Covid related equipment is on back

order. We are still awaiting the air motors for the new PAPR devices as well. The hoods, however, have already arrived. There is nothing to report on Risk Management.

- 4. Nursing Report:** Mandy reported that the nursing department is fully staffed, and another PRN nurse has been added to the pool. Online training for nurses and providers continues and includes ACLS, vent training, and other monthly proficiency training/testing resources. Nurse meetings are being conducted by Zoom. There have been no positive Covid test results for any of the nursing staff members. The C-Arm in the Pain Clinic went down today. Dr. Brown stated that a new C-Arm had been ordered. Pain Clinic volumes were very low in July due to Dr. Calkins having surgery.
- 5. Medical Staff Report:** Dr. Brown gave a shout out to Frank and the Covid response team (all clinical staff). He stated that Frank had done an excellent job preparing and training the staff. Dr. Brown has hired a new nurse practitioner for his Tucumcari clinic. The Pain Clinic is struggling due to equipment failures (Dr. Brown owns the equipment), and to difficulty marketing the Pain Clinic services during Covid restrictions. Dr. Brown reported that a former Resident at GCH is interested in working here, and at least two Residents are interested in completing a Rural Fellowship here at GCH next year. He is also working with Senator Pete Campos, UNM, CNM and the GCDC/UNM HERO, Chantel Lovato, on developing a Paramedic training program here in Guadalupe County.

FINANCIAL REPORTS:

- 1. Guadalupe County Hospital:** Bret Goebel presented the **restated** Guadalupe County Hospital Financial reports for June 2020, pending the outcome of independent financial audit. **Erasm** **Bravo made a motion to approve the restated June 2020 financial reports for Guadalupe County Hospital. Yvette Griego seconded the motion. Voting in favor: Keith Ross, Yolanda Tenorio, Yvette Griego and Erasmo Bravo. Motion passed.**
- 2. New Mexicare Inc.:** Bret Goebel presented the New Mexicare Inc. financial reports for July 2020. **Yolanda Tenorio made a motion to approve the July 2020 financial reports for New Mexicare Inc.. Erasmo seconded the motion. Voting in favor: Keith Ross, Yolanda Tenorio, Yvette Griego and Erasmo Bravo. Motion passed.**
- 3. New Mexicare Inc. Budget:** Bret Goebel presented a proposed budget for New Mexicare for FY 2020-2021. **Erasm** **Bravo made a motion to approve the New Mexicare Inc. FY 2020—2021 Budget. Yvette Griego seconded the motion. Voting in favor: Keith Ross, Yolanda Tenorio, Yvette Griego and Erasmo Bravo. Motion passed.**

GUADALUPE COUNTY HOSPITAL ACTION ITEMS:

- 1. Dental Clinic Update:** Christina reported that the retrofitting of the dental clinic to accommodate the new dental provider (Dr. Collins) and the Pain Clinic (Sunrise Group) was nearly complete. There had been some roof and ceiling damage from fireworks landing on the roof and melting the TPN. The ceiling tiles were replaced and the roof patched. The HVAC should soon be in working order and the providers can then move in over the month of September. Rental terms have been agreed to and contracts are pending.
- 2. Trulite Solar Array:** Christina presented the results of the NCPA (National Cooperative Purchasing Alliance) review and the reference checks. The references were all very positive and the NCPA serves as a procurement resource for government and other public entities.

Erasmio Bravo made a motion to proceed with the procurement of a Solar Array for GCH. Yolanda Tenorio seconded the motion. Voting in favor: Keith Ross, Yolanda Tenorio, Yvette Griego and Erasmio Bravo. Motion passed. Christina register Guadalupe County Hospital as a purchaser with the NCPA and proceed from there.

NEW MEXICARE INC. BOARD INITIATIVES AND OTHER ACTION ITEMS:

- 1. New Medicare Merrill Lynch Investments:** Christina informed the Board that Eric White of Merrill Lynch had recommended that New Medicare invest proceeds from the CDs as they mature into MFS Asset Allocation Funds, a managed diversified fund. This would improve returns over what the CDs are capable of earning. **Yvette Griego made a motion approve this investment strategy for New Medicare funds as CDs mature. Yolanda Tenorio seconded the motion. Voting in favor: Keith Ross, Erasmio Bravo, Yvette Griego and Lee Vega. Motion passed.**

EXECUTIVE SESSION: Yolanda Tenorio made a motion to enter into Executive Session for the purpose of discussing a board personnel matter. Yvette Griego seconded the motion.

Roll Call:

Keith Ross – Yes

Yolanda Tenorio – Yes

Yvette Griego – Yes

Erasmio Bravo – Yes

The board entered into Executive Session at 4:31 pm.

Yvette Griego made a motion to exit Executive Session. Erasmio Bravo seconded the motion.

Roll Call:

Keith Ross – Yes

Yolanda Tenorio – Yes

Yvette Griego – Yes

Erasmio Bravo – Yes

The board exited Executive Session at 4:50 pm. No action was taken in Executive Session.

CREDENTIALS AND PRIVILEGING: None

NEXT MEETING – DATE AND TIME: A regularly scheduled meeting will be held on Thursday, September 24, 2020, at 3 pm in person or via Zoom as needed.

MEETING ADJOURNMENT: Having completed the business at hand, Chairman Keith Ross adjourned the meeting at 4:51 PM.

Respectfully submitted:
Christina Campos, Administrator

Yolanda Tenorio, Board Secretary

Date