

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

**Regular Monthly Board Meeting
Tuesday, June 29, 2021**

MINUTES

CALL TO ORDER: The meeting was called to order at 8:02 am by Chairman Keith Ross.

ROLL CALL: Other board members present were Yvette Griego, Erasmo Bravo and Yolanda Tenorio. Lee Vega was absent.

OTHERS PRESENT: Staff present were Christina Campos, Administrator; Bret Goebel, CFO; Randal Brown, CMO; Mandy Cordova, CNO; Leslie Sanchez, HIM Manager; and Frank Tenorio, Asst. Administrator.

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

APPROVAL OF MINUTES: Erasmo Bravo made a motion to approve the minutes of May 25, 2021 as presented. Yvette Griego seconded the motion. Motion passed.

DEPARTMENT AND OPERATIONAL IMPROVEMENT REPORTS:

- 1. County Report:** County was not in attendance.
- 2. Health Information Management Department Report:** Leslie Sanchez, HIM department manager gave an overview of her department. She has worked at GCH for 15 years and has been department manager for six years. She holds an associate's degree in HIM and has her RHIT (registered health information technician) and COC (certified coder) certificates. She is currently working toward her CDI (clinical documentation integrity) certificate. She runs a department of 2, herself and Shanon Madrid Cordova and is responsible for all hospital coding and documentation and for HIPAA compliance. She is the hospital's custodian of record. Recent accomplishments including transition to DRG-S and ICD-10, as well as transition from MedWorxs to RCM billing/coding application/software. She is a member of NMHIMA and has previously served on its board of directors.
- 3. Administrator's Report:** Christina presented the Census Report, and Balanced Scorecard reports (attached). She reported that the new pharmacist, McKenna Oney had started on June 2nd and that Ben Arenas had left effective June 11th. Plant ops has also added Joe Lagarde to its staff. Christina also reported that the HVAC units at the dental clinic need full replacement. Currently 4 portable units are in use while new units are procured and installed.
- 4. Laboratory, Infection Prevention and Risk Management Report:** Frank reported that employee evaluations are underway. He also reported that Plant Ops manager, Daniel Zamora, had shown great improvement over the past year. He reported that there was a

shortage of light blue top tubes but that he was getting some from Tricare. Jason Sanchez has begun working as a lab tech, and Alyssa Wepplo is leaving to work at Altavista in Las Vegas. Our lab pathology consultant, Dr. Glynnis Ingalls is retiring, and a new one may be provided through Tricare. He gave an update of the BioFire lab system. The start up cost was approximately \$70 to \$80,000; billing to date is \$118,000; reimbursement to date is \$34,586. The anticipated full ROI was 3 years, but we may hit it in one year or less. He also reported that GCH will once again be the lead hospital for Region 3 Emergency Preparedness Coalition (12 hospitals).

5. **Nursing Report:** Mandy reported that her inventory and evaluations were also underway. The hospital has been busy with 5 transfers to other facilities last week, including 2 motor vehicle accidents and 2 Covid cases. Vaccines are ongoing, and approximately 100 youth have been fully vaccinated thus far, and GCH will collaborate with the clinic to combine sports physicals with vaccinations. Pain Clinic has added a procedure day every other week. The nursing department is working with Stratis Consultants through a Rural Health Resources grant to improve the patient discharge process (Rural Health Provider Transition Program/RHPTP). GCH recently hired two CNAs, Candace Lopez, full time and Andrea Chavez, PRN. Mandy also reported that she had placed an order for 4 new ER gurneys. The current ones are 10 years old.
6. **Medical Staff Report:** Dr. Brown reported that Covid is not over and that an aggressive campaign to vaccinate youth is in order. Two new primary care physicians will be joining the SRMC practice in August. This announcement spurred a conversation regarding housing. Dr. Brown also discussed provider pay competition with urban hospitals. Dr. Brown has a strong cadre of advanced practice clinicians, mostly nurse practitioners. He will begin running his providers through a UNM ICU training program now that more providers join the practice. SRMC is still awaiting payment by CMS and the MCOs now that it has transitioned to an FQHC lookalike. In terms of the pain clinic, marketing efforts are underway to bring more patients into consults, and eventually some to procedures. Once volume increases, he may bring another pain clinic provider on board. He asked that New Medicare please consider assisting with a hiring bonus incentive.

FINANCIAL REPORTS:

1. **Guadalupe County Hospital:** Bret presented the Guadalupe County Hospital financials for May 2021 (attached). The \$430,000 balance of Covid Cares Act funds was drawn from deferred revenue account into revenue based on comparisons to budget. While the grant was spent in full, Covid expenses continue. The 2nd PPP loan is still pending forgiveness. **Yolanda Tenorio made a motion to approve the financial reports for Guadalupe County Hospital for May 2021. Erasmo Bravo seconded the motion. Motion passed.**
2. **GCH FYE 2022 Final Budget:** Bret presented the final Operating Budget and Capital Budget for FYE 2022. A correction had been made to the dental clinic building accounts (down by \$98,000) and a line item adjustment for wages and related costs from hospital pharmacy to retail pharmacy. **Erasmo Bravo made a motion to approve the Final Budget. Yvette Griego seconded the motion. Motion passed.**
3. **New Medicare Inc.:** Bret presented the New Medicare Inc. financials for May 2021 (attached). **Erasmo Bravo made a motion to approve the financial reports for New**

Mexicare Inc. for May 2021. Yolanda Tenorio seconded the motion. Motion passed.

GUADALUPE COUNTY HOSPITAL ACTION ITEMS:

1. **Santa Rosa Medical Clinic Lease Agreement:** Christina presented a proposed lease agreement effective July 1, 2021, based on the terms of the dental clinic lease agreement. Dr. Brown expressed his support of the terms of agreement. **Yvette Griego made a motion to approve the terms of the lease agreement. Yolanda Tenorio seconded the motion. Motion passed.**

NEW MEXICARE INC. BOARD INITIATIVES AND OTHER ACTION ITEMS:

1. **Guadalupe County Fair 4-H Youth Livestock Auction:** **Erasmio Bravo made a motion to allocate \$5000 for the Los Amigos 4-H livestock auction. Yvette Griego seconded the motion. Yolanda Tenorio recused herself. Motion passed.**
2. **City of Lakes Triathlon:** Christina presented a request for \$5000 for City of Lakes Triathlon sponsorship. **Yvette Griego made a motion to approve the request in the amount of \$5000. Yolanda Tenorio seconded the motion. Motion passed.**
3. **Santa Rosa Little League:** Christina present a late request from the local little league for start- up funds for the new season. **Erasmio Bravo made a motion to approve \$2500 for the Santa Rose Little League. Yvette Griego seconded the motion. Motion passed.**

EXECUTIVE SESSION: Erasmio Bravo made a motion to enter into Executive Session to discuss Personnel Matters and other Legal Matters. Yolanda Tenorio seconded the motion.

Voting in favor: Keith Ross, Yolanda Tenorio, Erasmio Bravo, Yvette Griego.

Christina and Dr. Brown were asked to stay.

Entered Executive Session at 10:27 am.

Yolanda Tenorio made a motion to enter into Regular Open Session. Erasmio Bravo seconded the motion. Voting in favor: Keith Ross, Yolanda Tenorio, Erasmio Bravo, Yvette Griego.

Entered Regular Open Session at 11:46 am.

No actions were taken in Executive Session.

CREDENTIALS AND PRIVILEGING: None

DISCUSSION: A discussion was held regarding plans for a GCH 10-year celebration. Christina will work with Pablita Abeyta and board member Erasmio Bravo on the celebration details.

NEXT MEETING – DATE AND TIME: A regularly scheduled meeting will be held at Guadalupe County Hospital on Tuesday, July 27, 2021, at 8 am.

MEETING ADJOURNMENT: Having completed the business at hand, Chairman Keith Ross adjourned the meeting at 11:47 am.

Respectfully submitted:
Christina Campos, Administrator

Yolanda Tenorio, Board Secretary

Date