

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

**Regular Monthly Board Meeting via Zoom due to Coronavirus Pandemic
Tuesday, October 27, 2020**

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 Lee Vega, Yvette Griego, Erasmo Bravo and Yolanda Tenorio.

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

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

APPROVAL OF MINUTES: Lee Vega made a motion to approve the minutes from the meeting of September 28, 2020 as presented. Yvette Griego seconded the motion. Voting in favor: Lee Vega, Yvette Griego, Erasmo Bravo and Keith Ross. Motion to approve minutes passed.

DEPARTMENT AND OPERATIONAL IMPROVEMENT REPORTS:

- 1. County Report:** No one was in attendance from the County.
- 2. Administrator's Report:** Christina presented the Census Report and Balanced Scorecard. Census is still low for inpatient care (-50%) and ER (-16%). Outpatient services were up to normal ranges and pain procedures were up to the average (but below last year). Reviewed Strategic Plan balanced score card. Strong HCAHP scores. Days of Cash on hand at 501.4. Net days in A/R unusually high. Christina and Bret will look into this. Year to Date margin at 10.6%. Christina also give information regarding critical training available for our nurses and providers through online offerings. Christina also notified the board that 50% of the Solar Array project cost was paid in advance. Materials will take 3 weeks to arrive. Installation should begin on November 16, 2020 with completion slated for December 11, 2020.
- 3. Laboratory, Plant Operations and Risk Management Report:** Frank reported that there had been zero staff positives from the pain clinic potential Covid exposure, including both GCH and Sunrise Group staff. There was another community acquired staff Covid positive, and two other employees are on quarantine (one essential still working). Out of the 39 countywide positive cases, 34 were collected in the hospital. The hospital is reporting 70 Covid criteria to NM DOH, which in turn reports to the HHS. Last week we were at 100% compliance in reporting.
- 4. Nursing Report:** Mandy was on medical leave.
- 5. Medical Staff Report:** Dr. Brown was not in attendance.

FINANCIAL REPORTS:

- 1. Guadalupe County Hospital:** Bret Goebel presented the final Guadalupe County Hospital Financial reports for July, August, and September 2020. The HHS rescinded the rules on Covid CARES Act Funds reporting, but Bret will determine the eligible revenue losses based on a full year, not month to month. Lee Vega made a motion to approve the preliminary July, August and September 2020 financial reports for Guadalupe County Hospital. Erasmo Bravo seconded the motion. Voting in favor: Lee Vega, Yolanda Tenorio, Yvette Griego, Erasmo Bravo and Keith Ross. Motion passed.
- 2. New Mexicare Inc.:** Bret Goebel presented the New Mexicare Inc. financial reports for September 2020. Erasmo Bravo made a motion to approve the August 2020 financial reports for New Mexicare Inc.. Yvette Griego seconded the motion. Voting in favor: Keith Ross, Yolanda Tenorio, Yvette Griego, Lee Vega and Erasmo Bravo. Motion passed. Christina will prepare the FYE2020 990 tax forms.
- 3. FYE 2020 Audit Update:** Christina reported that the audit should be wrapped up soon, including an additional single audit for the Covid CARES Act Funds received (over \$1,000,000). The single audit was contracted for \$4000, but may come in lower. So far the only finding was a general ledger entry that did not have a signature on it.

GUADALUPE COUNTY HOSPITAL ACTION ITEMS:

- 1. Dental Clinic Update:** Christina reported that the professional services building leases were completed and signed by Sunrise Group and Deep Blue Dental. Sunrise has moved in and is operation. Deep Blue is planning to move in November. Christina asked to be allowed to prorate the first month's lease payment in the event the dental equipment movers cannot complete their work prior to November 1, thus preventing the dentist from moving in. The board agreed.
- 2. Directors and Officers Insurance:** Christina presented an insurance proposal for D&O coverage, including employment practices liability, third party liability, credentialing/peer review, anti-trust/competition, HIPAA, EMTALA, fraud & abuse, fair labor standards, and an additional limit of \$500,000. Yolanda Tenorio made a motion to approve the proposal at \$1,000,000 aggregate limit. Yvette Griego seconded the motion. Voting in favor: Keith Ross, Yolanda Tenorio, Lee Vega, Yvette Griego and Erasmo Bravo. Motion passed.

NEW MEXICARE INC. BOARD INITIATIVES AND OTHER ACTION ITEMS:

- 1. SRCS School Based Food Pantry Request:** Christina presented a request in the amount of \$2000 for shelving and supplies for a food pantry sponsored by the SRCS Community Schools program. Erasmo Bravo made a motion to approve the request in the amount of \$2000. Yolanda Tenorio seconded the motion. Voting in favor: Keith Ross, Yolanda Tenorio, Lee Vega, Yvette Griego and Erasmo Bravo. Motion passed.
- 2. SRCS Alternative Teaching Site Request:** Christina presented a request in the amount of \$2000 to fund wifi hotspots at the City's Blue Hole Convention Center, to support remote teaching and tutoring during the Covid health care emergency. Mr. Bravo informed the board that approximately 65 students are participating, most of whom were not passing their classes, and there has been marked improvement in performance with most now passing, thanks to this program. Lee Vega made a motion to approve the funding request in the amount of

\$2000. Erasmo Bravo seconded the motion. Voting in favor: Keith Ross, Yolanda Tenorio, Lee Vega, Yvette Griego and Erasmo Bravo. Motion passed.

The board asked Christina to invite Peter Tormos or Adrienne Matthewson to present on update on these programs at a future GCH/New Mexicare Inc. Board meeting.

EXECUTIVE SESSION: Did not enter into Executive Session.

CREDENTIALS AND PRIVILEGING: In accordance with the Medical Staff Bylaws of Guadalupe County Hospital and upon recommendation of the Credentialing Committee and the Chief Medical Officer, Christina presented the following for approval of privileges:

Vishnumurthy Hedna, MD – Tele-Neurology
Antje Postl CNP – Associate Staff Privileges
Laura Mardo CNP – Associate Staff Privileges
Mary M. Kenyon CNP – Associate Staff Privileges
Steven Lackey CNP – Associate Staff Privileges (balance of 2 years having completed 6 month probationary period)

Yvette Griego made a motion to approve Privileges as requested. Lee Vega seconded the motion. Voting in favor: Keith Ross, Yolanda Tenorio, Lee Vega, Yvette Griego and Erasmo Bravo. Motion passed.

NEXT MEETING – DATE AND TIME: A regularly scheduled meeting will be held on Tuesday, November 24, 2020, at 8 am in person or via Zoom as needed.

MEETING ADJOURNMENT: Having completed the business at hand, Chairman Keith Ross adjourned the meeting at 9:19 am.

Respectfully submitted:
Christina Campos, Administrator

Yolanda Tenorio, Board Secretary

Date