

Joint Powers Commission



Regular/Annual Meeting- August 8, 2024

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**AHA Leadership Summit will be handed out at the meeting*

***Closed session items will be handed out in closed session*

Sierra Vista Hospital
 Joint Powers Commission Agenda
 August 8, 2024 @ 1:00

Purpose: Regular/ Annual Meeting

Location: Sierra Vista Hospital Boardroom

Time: 1:00

- | | |
|-------------------------|-------------------------------------|
| 1. Call to Order | Jim Paxon, Chairperson |
| 2. Pledge of Allegiance | Jim Paxon, Chairperson |
| 3. Roll Call | Jennifer Burns, Recording Secretary |

Joint Powers Commission

Attendees: City of Elephant Butte

Phillip Mortensen, Mayor, **Vice Chair**
 Cathy Harmon, Member
 Kim Skinner, Member
 Janet Porter-Carrejo, City Manager, Ex-O

City of T or C

Rolf Hechler, Member
 Amanda Forister, Member
 Ingo Hoepfner, Member
 Angie Gonzales, City Manager, Ex-O

Sierra County

Travis Day, Member
 Jim Paxon, **Chairperson**
 Hank Hopkins, Member
 Amber Vaughn, County Manager, Ex-O

Village of Williamsburg

Cathy Luennenborg, Member
 Magorie Powey, Member
 Deb Stubblefield, Member
 Amanda Cardona, VCW, Ex-O

Sierra Vista Hospital

Frank Corcoran, CEO
 Ming Huang, CFO
 Sheila Adams, CNO
 Kathi Pape, GB Chair

AGENDA ITEMS	PRESENTER	ACTION REQUIRED
4. Approval of Agenda	Jim Paxon, Chairperson	Action
5. Approval of Minutes A. June 2, 2024 Regular Meeting Minutes	Jim Paxon, Chairperson	Action
6. Public Comment – Limit 3 minutes		
7. Old Business	Jim Paxon, Chairperson	Report/Action
8. New Business		
A. Election of Officers	Jim Paxon, Chairperson	Action
1. Chairperson		
2. Vice Chairperson		
B. Appointment of Recording Secretary	Chairperson	Action
C. Nondiscrimination Resolution 24-102 English and Spanish		Action

Sierra Vista Hospital
Joint Powers Commission Agenda
August 8, 2024 @ 1:00

- | | | |
|--|----------------------|---------------|
| D. Open Meetings Act Resolution 24-103 | | Action |
| E. Public Records Request Resolution 24-104 | | Action |
| F. Meeting Schedule FY24/25 | | Report/Action |
| A. October 17, 2024 @ 2:00 | | |
| B. January 16, 2025 @ 2:00 | | |
| C. April 24, 2025 @ 2:00 | | |
| D. August 7, 2025 @ 2:00 (After GB Annual in July) | | |
| G. Review of JPC Policies | | Report/Action |
| H. Fourth Quarter (April, May, June) Financials | Ming Huang, CFO | Action |
| 1. Resolution 24-110 | | |
| I. Budget Revision FY2024 | Ming Huang, CFO | Action |
| 1. Resolution 24-103 | | |
| J. Final Budget FY2025 | Ming Huang, CFO | Action |
| 1. Resolution 24-104 | | |
| K. CEO Report | Frank Corcoran, CEO | Report |
| 1. AHA Leadership Summit | | |
| L. Governing Board Report | Kathi Pape, GB Chair | Report |
| 1. Bylaws Revision | | Action |
| 2. Code of Conduct | | Report |

9. Executive Session – In accordance with Open Meetings Act, NMSA 1978, Chapter 10, Article 15, Section 10-15-1 (H) 9 the JPC will vote to close the meeting to discuss the following items:

10-15-1 (H) 9 - Public Hospital Board

- | | |
|-------------------------|---------------------|
| A. Master Facility Plan | Frank Corcoran, CEO |
|-------------------------|---------------------|

10. Re-Open Meeting – As required by Section 10-15-1 (J), NMSA 1978 matters discussed in executive session were limited only to those specified in the motion to close the meeting.

10-15-1 (H) 9 - Public Hospital Board

- | | |
|-------------------------|------------|
| A. Master Facility Plan | Discussion |
|-------------------------|------------|

11. Other

12. Adjournment	Action
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Sierra Vista Hospital
Regular Joint Powers Commission Minutes
May 2, 2024 @ 2:00pm

1. The Joint Powers Commission of Sierra Vista Hospital met May 2, 2024 at 2:00pm in the boardroom at Sierra Vista Hospital for a regular meeting. Jim Paxon, Chairperson, called the meeting to order at 2:05pm.

2. **Pledge of Allegiance** Jim Paxon, Chairperson

3. **Roll Call** Jennifer Burns, Recorder

Joint Powers Commission

Attendees: City of Elephant Butte

Kim Skinner, Present by phone
Phillip Mortensen, **Vice Chair, by phone**
Cathy Harmon, Present

City of T or C

Rolf Hechler, Absent
Amanda Forister, Absent
Ingo Hoepfner, Present
Angie Gonzales, City Manager, Absent

Sierra County

Travis Day, Present by phone
Jim Paxon, **Chair**, Present
Hank Hopkins, Absent
Amber Vaughn, County Manager, Absent

Village of Williamsburg

Cathy Luennenborg, Absent
Magorie Powey, Present
Deb Stubblefield, Absent
Amanda Cardona, Absent

Sierra Vista Hospital

Frank Corcoran, CEO, Present
Ming Huang, CFO, Present
Sheila Adams, CNO, Excused
Bruce Swingle, **Governing Board Chair**, Present
Lisa Boston, Present

AGENDA ITEMS

PRESENTER

ACTION REQUIRED

4. Approval of Agenda

Jim Paxon, Chairperson

Phillip Mortensen motioned to approve the agenda. Majie Powey seconded. Motion carried unanimously.

5. Approval of Minutes

Jim Paxon, Chairperson

A. January 25, 2024 Regular Meeting Minutes

Majie Powey motioned to approve the minutes from January 25, 2024. Ingo Hoepfner seconded. Motion carried unanimously.

B. March 14, 2024 JPC & GB Joint Meeting Minutes

Cathy Harmon motioned to approve the minutes from March 14, 2024. Phillip Mortensen seconded. Motion carried unanimously.

Sierra Vista Hospital
Regular Joint Powers Commission Minutes
May 2, 2024 @ 2:00pm

6. Public Comment

None

7. Old Business

Jim Paxon, Chairperson

None

8. New Business

A. First Quarter Financial Report - Ming Huang, CFO, directed board members to page JPC15. In January, gross revenue was \$5,538,569 and net revenue was \$3,099,461. Total expenses were \$3,173,548 and we ended with negative earnings of (\$74,087). In February, gross revenue was \$4,240,399. This is a huge drop due to the conversion to the new EHR system. The conversion delayed our revenue entries. Net revenue was \$2,194,750 and total expenses were \$2,851,302. February ended with negative revenue of (\$656,551). Gross revenue in March was \$5,255,478 and net revenue was \$2,847,082. Total expenses were \$2,914,947 and the month ended negative (\$67,865). Year to date we have positive EBITDA earnings of \$481,986.

B. CEO Report - Frank Corcoran, CEO, report on page JPC18. We brought a psychiatrist on sight last week. This addition will allow us to expand our behavioral health program to the next level. We currently have three behavioral health nurse practitioners. We just signed an agreement with the VA nursing home to provide behavioral health services for them one day per week. They will pay us for the day and do the billing for their patients. We want to expand our tele-health to include pulmonology and grow it as needed. Patients are currently waiting up to six months for appointments in Las Cruces. We are working with Memorial Medical Center to possibly bring orthopedics here one day per month. We have hired Sabrina Alvord as our clinical practice director. She has run big and small clinics in her career, and we are happy to have her here.

We continue to work with Cerner on implementation issues including registration, radiology, and billing. We expected a three to six-month drop in revenue, but it will come back.

Our med-malpractice coverage ends June 30th as our current carrier is pulling out of the state. We are hustling to find another company, but most have left the state due to the tort claims cap.

Our current CRNA will stay with us until we can find a replacement. She came in with the surgical group RSSG. Dr. Walker has become our employee, and we no longer work with RSSG. We are almost ready to add another day to surgery.

Frank and LJ Baker recently traveled to Washington DC to attend the National Hospital Association meetings. Meetings were held with our New Mexico representatives regarding the 340B Pharmacy program and tele-health. Tele-health reimbursement is set to expire December 31, 2024. We also talked about funding potentially coming to us through Senate Bill 17 and 161. We need their support to help get these funds going. We are waiting for funds from the Employee Retention Credit in the amount of \$2.3 million. These funds were from the COVID era and are being held by the IRS.

Discussion was held regarding Senate Bill 17 and 161.

The NMHA strategic planning and board education annual event is coming up June 12 through 14. One of the big topics will be the med-malpractice issue and the mergers and acquisitions act. Five of our Governing Board members will be going to the board education meetings. We are working toward the gold level certification through Ovation's education program.

Sierra Vista Hospital
Regular Joint Powers Commission Minutes
May 2, 2024 @ 2:00pm

Finally, our EMS has been trained in swift water rescue.

C. Governing Board Report - Bruce Swingle, GB Chair, stated that the insurance issue is a very big concern for the hospital and Governing Board. We have seen this before. We will find insurance, one way or another, but at what cost is the question. We will need the support of the JPC members in talking with our legislators to get this changed.

The Governing Board is 100% supportive of Frank, the staff, and the hospital. Things are running very well! Our new governing board member, Richard Holcomb, is a great addition to the board. We have one vacancy from the Village of Williamsburg. The choices that the Governmental entities make really do impact the Governing Board.

Finances show that cash on hand has decreased. We expected that with the conversion to Cerner. 11 of the last 12 months have had gross revenue over \$5 million. There are millions of dollars tied up in Cerner and once everything is working as it should, we'll be able to collect and get back to where we should be. Finances are monitored very closely, daily.

Denim and Diamonds was held on April 20th, and it was a great event. The staff and the Development Board spent many hours on the details and decorations putting this event together. It was well attended.

We are working on revisions to the Bylaws to include a Code of Conduct for Board members. Those revisions will come to the JPC for approval when they are ready.

Frank stated that the last he heard, the gross from Denim and Diamonds was \$77,000.

Motion to close for Executive Session:

Majie Powey motioned to close for Executive Session. Cathy Harmon seconded.

Phillip Mortensen- Y	Cathy Harmon- Y	Travis Day- Y
Kim Skinner- Y	Ingo Hoepfner- Y	Jim Paxon- Y
Majie Powey- Y		

9. Executive Session – In accordance with Open Meetings Act, NMSA 1978, Chapter 10, Article 15, Section 10-15-1 (H) 9 the JPC will vote to close the meeting to discuss the following items:

10-15-1 (H) 9 - Public Hospital Board – Strategic and long-range business plans

A. Master Facility Plan Options	Frank Corcoran	Information
B. Cerner Update	Frank Corcoran	Information
C. Board Education	Lisa Boston	Information

10. Re-Open Meeting – As required by Section 10-15-1 (J), NMSA 1978 matters discussed in executive session were limited only to those specified in the motion to close the meeting.

10-15-1 (H) 9 - Public Hospital Board – Strategic and long-range business plans

A. Master Facility Plan Options	No Action
B. Cerner Update	No Action
C. Board Education	

Sierra Vista Hospital
Regular Joint Powers Commission Minutes
May 2, 2024 @ 2:00pm

No Action

11. Other

The next meeting of the JPC will be held on August 1, 2024 at 2:00.

12. Adjournment

Phillip Mortensen motioned to adjourn. Majie Powey seconded. Motion carried unanimously.



**SIERRA VISTA HOSPITAL JOINT POWERS COMMISSION
NONDISCRIMINATION POLICY RESOLUTION No. 24-102
2024/2025**

A Resolution providing for the Publishing of the Nondiscrimination Policy to comply with Title VI. of the Civil Rights Act of 1964 and its implementing regulation.

BE IT RESOLVED by the Joint Powers Commission of Sierra Vista Hospital the following Nondiscrimination Policy of Sierra Vista Hospital will be published as follows:

NONDISCRIMINATION POLICY

In accordance with Title VI., of the Civil Rights Act of 1964 and its implementing regulation, Sierra Vista Hospital will not, directly or through contractual arrangements, discriminate on the basis of race, color, gender, creed, national origin, religion, sexual orientation, marital status, disability or source of payment in its admissions or its provision of services and benefits, including assignments or transfers or referrals to or from the agency/facility. Staff privileges (if appropriate), are granted without regard to race, color, gender or national origin.

In accordance with Section 504 of the Rehabilitation Act of 1973 and its implementing regulation, Sierra Vista Hospital will not, directly or through contractual arrangements, discriminate on the basis of disability in admissions, access, treatment or employment.

In accordance with the Age Discrimination Act of 1975 and its implementing regulation, Sierra Vista Hospital will not, directly or through contractual or other arrangements, discriminate on the basis of age in the provision of services, unless age is a factor necessary to normal operations or the achievement of any statutory objective

PASSED AND APPROVED this 8th day of August 2024.

Chairperson
Joint Powers Commission

Frank Corcoran, CEO
Sierra Vista Hospital



SIERRA VISTA HOSPITAL JOINT POWERS COMMISSION
POLIZA ANTIDISCRIMINATORIA No. 24-102
2024/2025

De acuerdo con el articulo VI del codigo de Derechos Civiles de 1964 y el reglamento que pone esta ley en efecto, Sierra Vista Hospital no discriminara contra ninguna persona directamente o por entidades contratadas, por motivo de raza, color, genero, origen nacional, orientacion sexual, personal preferencia religiosa, estado social, al proveer servicios, beneficios o recomendaciones en relacion con esta entidad. Privilegios de los empleos (si son pertinentes) son dados sin discriminacion por raza, color, genero o origen nacional.

De acuerdo con la Seccion 504 de la ley de Rehabilitacion de 1973 y el reglamento que pone esta ley en efecto, Sierra Vista Hospital no discriminara contra ninguna persona directamente o por entidades contratadas, por tener algun impedimento o restriccion fisica, en la admision o acceso, tratamiento o empleo.

De acuerdo con el Acto contra la Discriminacion por Edad de 1975 y el reglamento poniendo dicha ley en efecto, Sierra Vista Hospital no discriminara contra ninguna persona directamente o por entidades contratadas por el hecho de tener cierta edad, a menos que la edad sea un factor necesario para la operacion normal o para

implementar esta ley.

PASADO Y APROVADO: August 8, 2024

Chairpersn
Joint Powers Commission

Frank Corcoran, CEO
Sierra Vista Hospital



SIERRA VISTA HOSPITAL JOINT POWERS COMMISSION

OPEN MEETINGS RESOLUTION No. 24-103

A Resolution Providing For the Giving of Notice of Public Meeting to Comply with the Open Meeting Law.

BE IT RESOLVED by the Joint Powers Commission of Sierra Vista Hospital, as follows:

1. Notice of any Regular Meeting shall be given at least ten (10) days before such Meeting and shall be posted as herein provided and published monthly.
2. Notice of Special Meetings shall be given at least three (3) days prior to such meetings and shall specify the business to be conducted. Notice of Special Meetings shall be broadcast over the radio or in the alternative, be posted on the Notice Board beside the receptionist desk at Sierra Vista Hospital.
3. Notice of any Meeting shall give the date, time and place of such meeting and other information required by this Resolution.
4. Notice as herein required shall be posted on the Notice Board at the receptionist desk and published or broadcast as herein provided.
5. The Sierra Vista Hospital Joint Powers Commission Chairperson may establish such additional notices as he/she may deem advisable.
6. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety, and property of citizens or to protect the public body from substantial financial loss. The Sierra Vista Hospital Joint Powers Commission will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairperson or a majority of the members upon twenty-four (24) hours notice unless threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda.
7. This Resolution is to comply with the Open Meetings Law and applies to the Sierra Vista Hospital Joint Powers Commission.

PASSED AND APPROVED this 8th day of August 2024.

Chairperson
Joint Powers Commission

Frank Corcoran, CEO
Sierra Vista Hospital

SIERRA VISTA HOSPITAL JOINT POWERS COMMISSION

PUBLIC RECORD ACT REQUESTS RESOLUTION No. 24-104

Article 2-NMSA 14-2-1/14-2-12

A Resolution Providing for Proper Response to all Legitimate Requests for Public Records According to Public Records Act Requests, Article 2-NMSA 14-2-1/14-2-12.

BE IT RESOLVED by the Joint Powers Commission, as follows:

NOTICE OF RIGHT TO INSPECT PUBLIC RECORDS

By law, under the Inspection of Public Records Act, every person has the right to inspect public records, of Sierra Vista Hospital. Compliance with requests to inspect public records is an integral part of the routine duties of the officers and employees of Sierra Vista Hospital.

Procedures for Requesting Inspection. Requests to inspect public records should be submitted to the records custodian: Jennifer Burns, located at 800 E. 9th Ave, Truth of Consequences, NM, (575) 894-2111 xt 357, fax number (575) 894-7659, jennifer.burns@svhnm.org

A person desiring to inspect public records may submit a request to the records custodian orally or in writing. However, the procedures and penalties prescribed by the Act apply only to written requests. A written request must contain the name, address and telephone number of the person making the request. Written requests may be submitted in person or sent via US mail, email or facsimile. The request must describe the records sought in sufficient detail to enable the records custodian to identify and locate the requested records.

The records custodian must permit inspection immediately or as soon as practicable, but no later than 15 calendar days after records custodian receives the inspection request. If inspection is not permitted within three business days, the person making the request will receive a written response explaining when the records will be available for inspection or when the public body will respond to the request. If any of the records sought are not available for public inspection, the person making the request is entitled to a written response from the records custodian explaining the reasons inspection has been denied. The written denial shall be delivered or mailed within 15 calendar days after the records custodian receives the request for inspection.

Copies and Fees. If a person requesting inspection would like a copy of a public record, a reasonable fee may be charged. The fee for printed documents 11 inches by 17 inches or smaller is (\$.50) per page. The fee for larger documents is (\$.50) per page. The fee for downloading copies of public records to a computer disk or storage device is (\$.25) per page. If a person requests that a copy of a public record be transmitted, a fee of (\$.25) per page plus postage may be charged for transmission by mail, (\$.25) per page for transmission by e-mail and (\$.25) per page for transmission by facsimile. Where redacting is required, (\$1.00) per page regardless of the number or size of copies and regardless of the medium. The records custodian may request that applicable fees for copying public records be paid in advance, before the copies are made. A receipt indicating that the fees have been paid will be provided upon request to the person requesting the copies.

PASSED AND APPROVED this 8th day of August 2024.

Chairperson: _____
Joint Powers Commission

Frank Corcoran, CEO

**JOINT POWERS COMMISSION
POLICIES AND PROCEDURES**

Subject: Joint Powers Fiscal Agent

Original Policy Date: 11/28/2012

Review: 2022 TD 2023 JP 2024 _____

Approved By: Joint Powers Commission
8/3/23

Last Revised:

POLICY:

The Sierra County Government shall act as fiscal agent for the Joint Powers Commission.

PURPOSE:

1. To process RFPs for items that are not operations of the Hospital.
2. Prepare Documents authorizing issuance of Bonds, Mill levy's, assessments or other taxes.
3. The Sierra County Government will report to the Joint Powers Commission as necessary.

JOINT POWERS COMMISSION
POLICIES AND PROCEDURES

Subject: Membership

Original Policy Date: 11/28/2012

Review: 2022 TD 2023 JP 2024 _____

Approved By: Joint Powers Commission
8/3/23

Last Revised:

POLICY:

The Joint Powers Commission will establish a membership as outlined in the Joint Powers Agreement, Rev. July 15, 2009.

PROCEDURE:

The JPA outlines appointment in the following manner:

1. The total voting members of the JPC shall be established at twelve (12) members:

- (a) Three (3) members will come from the Sierra County Commission.
- (b) Three (3) members of the City of Truth or Consequences Commission.
- (c) Three (3) members of the Elephant Butte City Council.
- (d) Three (3) members of the Village of Williamsburg Board of Trustees.
- (e) The remaining Commissioners and/or Trustees not appointed as voting members of the JPC by the Local Governing Body of the participating entities shall become alternate members of the JPC and may serve or vote in the absence of voting members. The alternate shall be the responsibility of the Local Governing Body whose voting member is absent.
- (f) The Hospital Administrator, the Village Clerk of Williamsburg, the City Manager of Truth or Consequences, the Elephant Butte City Manager, and the Sierra County Manager shall be non-voting ex-officio members. They will serve as staff and provide technical assistance to the JPC.
- (g) No employee of the Hospital shall be appointed to the Joint Powers Commission.
- (h) Should a Sierra Vista Hospital employee be elected as a commissioner, that commission will not appoint the employee of Sierra Vista Hospital to the Joint Powers Commission, nor shall they be considered to serve as an alternate.

JOINT POWERS COMMISSON
POLICIES AND PROCEDURES

Subject: Duties and Responsibilities

Original Policy Date: 11/28/2012

Review: 2022 TD 2023 JP 2024 _____

Approved By: Joint Powers Commission
8/3/23

Last Revised:

POLICY:

The control of the fiscal oversight of Sierra Vista Hospital is vested in the Joint Powers Commission as delineated in the Joint Powers Agreement, Rev. July 15, 2009, and the Hospital By-Laws Article 1, Section 1.3, Article 2, Section 2.1.

PROCEDURE:

1. Review and approve quarterly, the financial reports of the Hospital.
2. Review and approve the proposed Hospital annual budget.
3. Review and accept the annual audit of the Hospital.
4. Call for elections for the purpose of authorizing the issuance of bonds, impose a mill levy or to levy annual assessments for a mill levy or other tax, with support from the Fiscal Agent.
5. Establishes a Hospital Board that has the authority to exercise all powers that is granted by the Hospital Funding Act, except the powers to issue bonds, call a mill levy election, and levy the annual assessments for the mill levy authorized by the Hospital Funding Act or to dispose of real property of the Hospital.
6. Annually review insurance coverage, naming the JPC and respective members as additional insured's, as well as Sierra County, the Village of Williamsburg, the City of Elephant Butte, and the City of Truth or Consequences.
7. Approve any By-Laws of the Governing Board, and recommend to Sierra County Commission, City of Truth or Consequences, City of Elephant Butte, and the Village of Williamsburg, that the By-Laws become an addendum to the Joint Powers Agreement.
8. While the Hospital shall provide administrative support, it is recognized that all the Commission Managers also share in the responsibility of notification or sharing of information with their appointed Commissioners.
9. The Recording Secretary of the Governing Board shall send copies of the approved minutes of the Board each month to the JPC members to review. These minutes will be emailed if possible, or sent to his/her last known mailing address or fax number.

SIERRA VISTA HOSPITAL

10. The Recording Secretary of the Governing Board shall send copies of the approved Financial Highlights each month to the JPC members to review. These Financials will be emailed if possible, or sent to his/her last known mailing address or fax number.

11. The Joint Powers Commission shall comply with all applicable federal, state or local laws, rules, regulations or policies.

JOINT POWERS COMMISSION
POLICIES AND PROCEDURES

Subject: Election of Officers

Original Policy Date: 11/28/2012

Review: 2022 TD 2023 JP 2024 _____

Approved By: Joint Powers Commission
8/3/23

Last Revised:

POLICY:

One member of the JPC shall be elected Chairperson and one member elected Vice-Chairperson. Each of the officers shall be elected at the annual meeting of the JPC in July, by and from among the Members to serve for a term of one year.

PROCEDURE:

1. The Chairperson and the Vice-Chairperson will be elected by a majority vote of the voting members.
2. The Chairperson duties shall include:
 - (a) Supervise JPC affairs overall.
 - (b) Preside at all meetings of the JPC.
 - (c) To coordinate with the Hospital CEO or designated person, the time and place for special JPC meetings.
 - (d) To cast the tie breaking vote on JPC actions.
 - (e) Keep the Vice-Chairperson up to date on JPC business.
 - (f) Annually the chairperson appoints the Recording Secretary.
3. The Vice-Chairperson duties shall include:
 - (a) To preside at the meeting of the JPC where the Chairperson is unavailable.
4. Any JPC officers can be removed by a two-thirds (2/3) vote of the total membership.

**JOINT POWERS COMMISSION
POLICIES AND PROCEDURES**

Subject: Appointment of Recording
Secretary

Original Policy Date: 11/28/2012

Review: 2022 TD 2023 JP 2024 _____

Approved By: Joint Powers Commission
8/3/23

Last Revised:

POLICY:

The Joint Powers Commission shall appoint a Recording Secretary to the JPC for recordation of the minutes.

PROCEDURE:

1. The Joint Powers Commission shall select a Recording Secretary to the JPC from the following:
 - (a) Sierra County Clerk
 - (b) Clerk for the City of Truth or Consequences
 - (c) Clerk for the City of Elephant Butte
 - (d) Clerk for the Village of Williamsburg
 - (e) Or any other appropriate staff

2. The Recording Secretary to the Joint Powers Commission will have no voting rights.

JOINT POWERS COMMISSION
POLICIES AND PROCEDURES

Subject: Governing Board Appointments

Original Policy Date: 11/28/2012

Review: 2022 TD 2023 JP 2024 _____

Last Revised:

Approved By: Joint Powers Commission
8/3/23

8/3/23

POLICY:

The Joint Powers Commission shall establish a hospital board of directors, hereafter called the Governing Board.

PURPOSE:

The Governing Board shall exercise all powers and carry out all duties that the Hospital Funding Act may authorize to exercise or undertake by law.

PROCEDURE:

1. A total of nine (9) Sierra County full time residents shall be appointed as Governing Board Members, pursuant to NMSA 1978 Section 4-48B-10(A0 (1982) and using the Board Qualification Guidelines as shown in Exhibit A.
 - (a) Sierra County shall appoint three (3) members.
 - (b) The City of Truth or Consequences shall appoint three (3) members.
 - (c) The City of Elephant Butte shall appoint two (2) members.
 - (d) The Village of Williamsburg shall appoint one (1) member.
2. Terms of appointment shall not exceed three (3) years. Board Membership is terminated on the 30th day of June unless the public entity making the initial appointment reappoints the Board Member whose term has expired. A Board Member can be appointed for multiple terms. The recording secretary will notify the Chairperson of the JPC in April of any terminating appointments each year.
3. Appointments shall be made in such a manner that the terms of not more than one-third of the members, or as near thereto as possible, expire on June 30 of each year.
4. It is understood that no employee of the Hospital may be appointed to the Governing Board.
5. Ideally individuals that are being considered for appointment should be knowledgeable of the responsibilities prior to appointment.
6. Before making an appointment, prospective Governing Board Members will attend an orientation at the Hospital.



VISTA HOSPITAL JOB QUALIFICATIONS/EXPECTATIONS

OVERVIEW

Sierra Vista Hospital serves the whole of the community (County), residents and tourists. A sincere commitment to represent the community with no personal agenda is an essential requirement to be appointed to the hospital board.

Each Governing Board member will have a major impact upon the hospital and the community. As such, it is imperative all candidates be reviewed in regards to their Ethics, Morals, Values, and Integrity. "Each Board member will be privy to confidential information which, if shared with outsiders, could potentially jeopardize the organization's ability to act in the best interest of its stakeholders" (Pointer, Dennis: Navigating the Boardroom; Seattle, WA: Greenlake Press 2008). Individuals not adhering to these most essential qualifications should not be considered for such a position.

RECRUITING POTENTIAL CANDIDATES

A sophisticated understanding of the complex issues of the hospital can only be achieved through experience. Therefore a candidate with the desire and ability to serve multiple terms on the Board should be sought and recruited.

The Governing Board serves as the Chief Executive Officer's supervisor. It is Board policy that no member of the Hospital Staff employed by Sierra Vista Hospital be eligible to become an appointee to the Governing Board.

EXPECTATIONS

Each board member must be willing to commit time for committees, board and other meetings as necessary. A commitment of 8 - 12 hours per month for committee work as well as board meetings should be considered minimal time to conduct board duties.

EXPERIENCE /EDUCATION

Each candidate should possess experience/education/training in one or more of the following:

1. The governing board develops and oversees the policies and procedures of the hospital. Knowledge and expertise in this area is essential to be an effective board member.

SIERRA VISTA HOSPITAL BOARD QUALIFICATIONS/EXPECTATIONS

2. The governing board is responsible for the “fiscal integrity” of the Hospital. It is important that an appointee has basic knowledge of an income statement, balance sheet and budget.
3. The governing board monitors the quality and performance improvement programs. Board members will be expected to monitor and evaluate the quality programs within the hospital.
4. The governing board monitors medical staff performance, credentialing and privileging on an ongoing basis. An appointee must become familiar with these processes.
5. The governing board is responsible for monitoring staff performance. An appointee must become familiar with these processes.
6. The governing board assures compliance with all regulatory and legal programs required under Centers for Medicare and Medicaid Services guidelines.

AFTER THE APPOINTMENT

Once an individual has been appointed to the Governing Board, he/she will go through an orientation process. The orientation to Sierra Vista Hospital includes:

Joint Powers Agreement

Mission and Vision Statement

Organizational Chart

Governing Board Policies and Procedures

Hospital By-Laws

Code of Conduct

Medical Staff By-Laws and Rules and Regulations

Financial Statements

Risk Management

Peer Review

**SIERRA VISTA HOSPITAL
BOARD QUALIFICATIONS/EXPECTATIONS**

Utilization Management

Compliance Regulations

Nondiscrimination Policy

Open Meetings Act

Public Records Act

Health Information Portability and Accountability Act

Emergency Medical Treatment and Active Labor Act

Effective governance will require knowledge in each of the above areas. Board members will be required to be familiar with and operate within these guidelines.

Bruce Swingle, Governing Board Chair

Date

Jim Paxon, JPC Chair

Date

JOINT POWERS COMMISSION
POLICIES AND PROCEDURES

Subject: Annual Meeting

Original Policy Date: 11/28/2012

Review: 2022 TD 2023 JP 2024 _____

Approved By: Joint Powers Commission
8/3/23

Last Revised: 07/30/2014

POLICY:

Designation of an annual meeting which shall be determined by the Sierra Vista Hospital fiscal year which is July 1 to June 30th the following year.

PURPOSE:

1. To Elect Officers.
2. Pass annual resolutions.
 - a. Open Meeting Act
 - b. Public Records Request
 - c. Non-Discrimination
3. To establish the next year's meeting schedule.
4. Appoint the Recording Secretary.
5. Attend to any other business that is required on an annual basis.

**JOINT POWERS COMMISSION
POLICIES AND PROCEDURES**

Subject: Bonds and Insurance

Original Policy Date: 11/28/2012

Review: 2022 TD 2023 JP 2024 _____

Approved By: Joint Powers Commission
8/3/23

Last Revised:

POLICY:

Each Governing Board Member shall furnish corporate surety bonds or Directors and Officers Insurance (DNO) that shall inure to the benefit of the County of Sierra, the City of Truth or Consequences, the City of Elephant Butte, and the Village of Williamsburg.

PROCEDURE:

The Governing Board shall annually provide the Joint Powers Commission copies of the documentation of such insurance coverage.



Financial Analysis

April 30th, 2024

Days Cash on Hand for April 2024 are 75 (\$7,185,583)

Accounts Receivable Net days are 59

Accounts Payable days are 33

Hospital Excess Revenue over Expense

The **Net Income** for the month of April was (\$454,973) vs. a Budget Income of (\$295,824).

Hospital Gross Revenue for April was \$5,396,678 or \$175,429 more than budget. Patient Days were 73 – 43 less than March, RHC visits were 872 – 165 more than March and ER visits were 693 – 26 more than March.

Revenue Deductions for April were \$3,114,498.

Other Operating Revenue was \$355,901, which includes pharmacy 340B income of \$254,446.

Non-Operating Revenue was \$291,074. Received donation of \$57,750 from community health foundation and trauma grant of \$18,259.

Hospital Operating Expenses for April were \$2,981,631 which were over budget by \$47,609. Benefits were over budget due to a payment of \$46,205 to Joint Unemployment Program. Supplies were over budget because of drug expenses and lab reagents expenses. Other operating expenses include recruitment expense of \$32,875.

EBITDA for April was (\$52,476) vs. a Budget of \$107,968. YTD EBITDA is \$389,474 vs. a Budget of \$1,097,670.

The Bond Coverage Ratio in April was -38% vs. an expected ratio of 130%.



Financial Analysis

May 31st, 2024

Days Cash on Hand for May 2024 are 68 (\$6,524,468)

Accounts Receivable Net days are 68

Accounts Payable days are 28

Hospital Excess Revenue over Expense

The **Net Income** for the month of May was (\$30,267) vs. a Budget Income of (\$305,685).

Hospital Gross Revenue for May was \$6,681,638 or \$1,286,348 more than budget. Patient Days were 126 – 53 more than April, RHC visits were 855 – 17 less than April and ER visits were 780 – 87 more than April.

Revenue Deductions for May were \$3,776,418.

Other Operating Revenue was \$303,334, which includes pharmacy 340B income of \$201,683.

Non-Operating Revenue was \$234,113.

Hospital Operating Expenses for May were \$3,055,987. Salaries which were over budget by \$63,530.

EBITDA for May was \$394,181 vs. a Budget of \$111,566. YTD EBITDA is \$783,655 vs. a Budget of \$1,209,236.

The Bond Coverage Ratio in May was -17% vs. an expected ratio of 130%.



Financial Analysis

June 30th, 2024

Days Cash on Hand for June 2024 are 62 (\$5,947,969)

Accounts Receivable Net days are 62

Accounts Payable days are 29

Hospital Excess Revenue over Expense

The **Net Income** for the month of June was (\$491,624) vs. a Budget Income of (\$295,824).

Hospital Gross Revenue for June was \$5,741,886 or \$520,637 more than budget. Patient Days were 175 – 49 more than May, RHC visits were 867 – 12 more than May and ER visits were 703 – 77 less than May.

Revenue Deductions for June were \$3,280,201.

Other Operating Revenue was \$251,514.

Non-Operating Revenue was \$277,759.

Hospital Operating Expenses for June were \$3,090,681. Contract Services expenses were over budget due to the productivity incentive of \$125,000 for the surgery group. Repairs/Maintenance expenses included annual IT service of \$49,500.

EBITDA for June was (\$71,996) vs. a Budget of \$107,968. YTD EBITDA is \$711,660 vs. a Budget of \$1,317,204.

The Bond Coverage Ratio in June was -27% vs. an expected ratio of 130%.

Sierra Vista Hospital
 INCOME STATEMENT
 June 30, 2024

	MONTH				YEAR TO DATE						
	Actual 6/30/24	Budget 6/30/24	Variance to Budget	Prior Year 6/30/23	Variance to Prior Year	Actual 6/30/24	Budget 6/30/24	Variance to Budget	Prior Year 6/30/23	Variance to Prior Year	
	DESCRIPTION										
\$	5,741,886	\$ 5,221,249	\$ 520,637	\$ 5,370,369	\$371,517	\$	63,699,238	\$ 1,653,201	\$	61,016,113	\$ 4,336,327
	Gross Patient Revenue										
\$	2,877,694	2,300,546	577,148	2,336,509	\$541,185	30,999,417	28,066,667	2,932,750	28,208,124	\$2,791,293	
\$	311,734	207,627	104,107	226,311	\$85,423	3,282,115	2,533,048	749,066	2,418,031	\$864,084	
\$	90,773	99,957	(9,184)	80,618	\$10,155	1,249,875	1,219,472	30,403	1,264,139	(14,264)	
\$	3,280,201	2,608,130	672,071	2,643,438	636,763	35,531,406	31,819,187	3,712,219	31,890,294	\$ 3,641,112	
\$	27,727	1,971	25,757	3,827	\$23,900	57,725	24,042	33,683	42,685	15,040	
\$	2,489,412	2,615,090	(125,678)	\$2,730,758	(\$241,346)	\$ 29,878,758	\$ 31,904,094	\$ (2,025,335)	\$ 29,168,504	\$ 710,254	
	Net Patient Revenue										
\$	251,514	242,386	9,128	(316,557)	\$568,071	3,070,542	2,957,111	113,431	1,363,319	1,707,223	
\$	277,759	184,513	93,247	199,034	\$84,725	2,948,059	2,251,056	697,003	1,739,072	1,208,987	
\$	3,018,685	3,041,989	(23,303)	2,607,235	411,450	35,897,359	37,112,260	(1,214,901)	32,270,895	3,626,464	
	Total Operating Revenue										
\$	1,302,813	\$1,284,450	\$18,364	\$1,522,452	(\$219,639)	\$15,348,820	\$15,670,286	(321,465)	\$14,650,351	\$698,469	
\$	1,067,723	1,061,883	5,840	993,810	73,913	12,604,419	12,954,974	(350,555)	11,691,970	912,449	
\$	206,427	200,653	5,773	503,276	(296,849)	2,399,352	2,447,972	(48,620)	2,672,756	(273,404)	
\$	28,664	21,913	6,751	25,366	3,298	345,049	267,339	77,710	285,625	59,424	
\$	223,579	197,074	26,504	240,382	(16,803)	2,376,330	2,404,305	(27,976)	1,957,839	\$418,491	
\$	1,102,394	975,074	127,320	901,427	200,967	12,131,037	11,895,901	235,136	9,521,577	\$2,609,460	
\$	183,410	177,873	5,537	181,669	1,741	2,200,392	2,170,050	30,342	2,171,891	\$28,501	
\$	7,302	8,945	(1,643)	25,128	(17,826)	147,356	109,127	38,228	139,338	\$8,018	
\$	56,931	37,839	19,091	41,833	15,098	597,066	461,640	135,426	458,029	\$139,037	
\$	93,457	62,863	30,594	71,619	21,838	852,180	766,926	85,255	755,167	\$97,013	
\$	87,741	84,166	3,574	76,543	11,198	1,021,708	1,026,829	(5,120)	899,517	\$122,191	
\$	33,054	105,737	(72,683)	40,716	(\$7,662)	510,809	1,289,993	(779,183)	560,639	(\$49,830)	
\$	\$3,090,681	\$2,934,021	\$156,660	3,101,769	(\$11,088)	\$35,185,699	\$35,795,057	(\$609,357)	\$31,114,348	\$4,071,351	
\$	(\$71,956)	(\$107,968)	(\$179,963)	(\$494,534)	\$422,538,39	\$711,660	\$1,317,204	(\$605,544)	\$1,156,547	(\$444,887)	
	EBITDA										
\$	286,862	\$281,693	\$5,169	\$352,158	(\$65,296)	3,486,684	\$3,436,655	50,029	\$3,510,285	(\$23,601)	
\$	73,667	72,719	\$948	135,720	(\$62,053)	890,337	887,173	3,164	\$949,956	(\$59,619)	
\$	59,099	49,380	\$9,720	56,769	\$2,330	598,268	602,433	(4,166)	\$618,916	(\$20,648)	
\$	\$419,629	\$403,792	\$15,837	\$544,647	(\$125,018)	\$4,975,289	\$4,926,261	\$49,028	\$5,079,157	(\$103,868)	
\$	(\$491,624)	(\$295,824)	(\$195,800)	(\$1,039,181)	\$547,557	(\$4,263,629)	(\$3,609,058)	(\$654,572)	(\$3,922,610)	(\$341,019)	
	NET INCOME (LOSS)										
\$	(16%)	(10%)	(7%)	(40%)	24%	(12%)	(10%)	(2%)	(12%)	0%	

Sierra Vista Hospital
INCOME STATEMENT by Month
June 30, 2024

Description	6/30/2024	Month Ending 5/31/2024	Month Ending 4/30/2024	Month Ending 3/31/2024	Month Ending 2/29/2024	Month Ending 1/31/2024	Month Ending 12/31/2023	Month Ending 11/30/2023	Month Ending 10/31/2023	Month Ending 9/30/2023	Month Ending 8/31/2023	Month Ending 7/31/2023
Revenues												
Gross Patient Revenue	\$ 5,741,886	\$ 6,681,638	\$ 5,396,678	\$ 5,255,478	\$ 4,200,198	\$ 5,538,569	\$ 5,607,692	\$ 5,186,012	\$ 5,222,493	\$ 5,434,928	\$ 5,937,549	\$ 5,149,321
Revenue Deductions	2,877,694	3,417,518	2,777,194	2,436,641	2,107,232	2,631,191	2,568,110	2,367,421	2,016,948	2,388,517	2,800,771	2,610,179
Contractual Allowances	311,734	305,679	302,535	134,293	267,486	262,860	334,838	282,315	276,140	313,140	251,113	239,981
Bad Debt	90,773	53,221	34,769	124,204	152,185	129,404	120,046	84,881	247,890	38,828	92,221	81,452
Other Deductions	3,280,201	3,776,418	3,114,498	2,695,138	2,526,902	3,023,455	3,022,995	2,734,617	2,540,378	2,740,486	3,144,106	2,931,613
Total Revenue Deductions	27,727	7,500	0	0	1,899	122	200	217	2,420	2,420	9,278	3,030
Other Patient Revenue	\$ 2,489,412	\$ 2,912,721	\$ 2,282,180	\$ 2,560,340	\$ 1,675,195	\$ 2,515,235	\$ 2,584,897	\$ 2,456,727	\$ 2,681,731	\$ 2,696,862	\$ 2,802,721	\$ 2,220,738
Net Patient Revenue	43%	44%	42%	49%	40%	45%	46%	47%	51%	50%	47%	43%
Gross to Net %												
Other Operating Revenue	251,514	303,334	355,901	121,589	283,294	229,241	212,676	211,662	575,484	170,261	206,464	149,121
Non-Operating Revenue	277,759	234,113	291,074	165,153	196,225	354,985	504,477	177,102	173,683	201,679	199,315	172,494
Total Operating Revenue	\$ 3,018,685	\$ 3,450,168	\$ 2,929,155	\$ 2,847,082	\$ 2,154,714	\$ 3,099,461	\$ 3,302,050	\$ 2,845,491	\$ 3,430,898	\$ 3,068,803	\$ 3,208,500	\$ 2,542,353
Expenses												
Salaries & Benefits	\$1,302,813	\$1,418,983	\$1,355,557	\$1,342,407	\$1,256,661	\$1,319,351	\$1,236,827	\$1,196,782	\$1,244,935	\$1,228,153	\$1,228,723	\$1,217,628
Salaries	1,067,723	1,160,810	1,048,313	1,104,636	1,034,276	1,115,860	1,035,765	951,588	1,056,153	1,007,467	1,005,620	1,016,209
Benefits	206,427	216,641	273,001	194,115	191,366	181,278	173,232	213,386	157,893	201,610	204,408	185,996
Other Salary & Benefit Expense	28,664	41,533	34,242	43,656	31,019	22,213	27,830	31,808	30,890	19,076	18,695	15,424
Supplies	223,579	215,896	245,030	114,459	114,459	202,691	184,005	185,034	412,362	195,362	169,487	129,245
Contract Services	1,102,394	1,011,032	940,549	1,022,335	1,106,058	1,151,016	1,240,400	949,010	1,014,421	961,100	839,231	793,494
Professional Fees	183,410	194,380	181,355	183,410	177,735	187,317	181,410	181,459	183,410	181,459	183,201	181,846
Leases/Rentals	7,302	4,886	11,931	10,046	6,116	5,880	5,880	7,305	5,952	13,275	38,504	24,804
Utilities	56,931	43,717	41,233	41,540	36,049	58,300	55,264	46,973	46,666	56,201	66,553	48,620
Repairs / Maintenance	93,457	48,499	59,865	71,850	49,461	82,734	75,830	73,960	103,070	64,352	56,822	72,280
Insurance	87,741	88,136	86,984	87,752	90,569	88,962	87,772	89,526	48,216	87,776	88,136	88,136
Other Operating Expenses	33,054	30,458	57,129	41,147	24,234	62,061	62,961	55,363	35,375	34,383	35,917	23,728
Total Operating Expenses	\$3,090,681	\$3,055,987	\$2,983,631	\$2,914,947	\$2,851,302	\$3,173,548	\$3,130,349	\$2,785,412	\$3,093,428	\$2,822,061	\$2,706,574	\$2,579,781
EBITDA Margin	(\$71,996)	\$394,181	(\$52,476)	(\$67,865)	(\$696,588)	(\$74,087)	\$171,700	\$60,079	\$337,470	\$246,741	\$501,926	(\$37,428)
	-2%	11%	-2%	-2%	-32%	-2%	5%	2%	10%	8%	16%	-1%
Non - Operating Expenses												
Depreciation and Amortization	\$286,862	\$298,589	\$284,373	\$290,571	\$274,022	\$291,365	\$296,249	\$287,219	\$325,263	\$281,177	\$286,623	\$284,371
Interest	73,667	74,733	73,707	73,727	74,936	73,766	73,785	75,137	73,823	74,647	75,119	73,290
Tax/Other	59,099	51,127	44,418	37,287	33,304	64,570	52,019	53,053	42,236	51,511	57,882	51,763
Total Non Operating Expenses	\$419,629	\$424,448	\$402,498	\$401,585	\$382,262	\$429,701	\$422,053	\$415,409	\$441,322	\$407,335	\$419,625	\$409,424
NET INCOME (LOSS)	(\$493,624)	(\$30,267)	(\$454,973)	(\$469,449)	(\$1,078,850)	(\$503,788)	(\$250,353)	(\$355,329)	(\$103,852)	(\$160,594)	\$82,302	(\$446,852)
Net Income Margin	(16%)	(1%)	(16%)	(16%)	(50%)	(16%)	(8%)	(12%)	(3%)	(5%)	3%	(18%)

Sierra Vista Hospital
TWELVE MONTH INCOME STATEMENT
June 30, 2024

Description	Month Ending 6/30/2024	Month Ending 5/31/2024	Month Ending 4/30/2024	Month Ending 3/31/2024	Month Ending 2/29/2024	Month Ending 1/31/2024	Month Ending 12/31/2023	Month Ending 11/30/2023	Month Ending 10/31/2023	Month Ending 9/30/2023	Month Ending 8/31/2023	Month Ending 7/31/2023
Revenues												
Gross Patient Revenue	\$ 5,741,886	\$ 6,681,638	\$ 5,396,678	\$ 5,255,478	\$ 4,200,198	\$ 5,538,569	\$ 5,607,692	\$ 5,186,012	\$ 5,222,493	\$ 5,434,928	\$ 5,937,549	\$ 5,149,321
Revenue Deductions	2,877,694	3,417,518	2,777,194	2,436,641	2,107,232	2,631,191	2,568,110	2,367,421	2,016,948	2,388,517	2,800,771	2,610,179
Contractual Allowances	311,734	305,679	302,535	134,293	267,486	262,860	334,838	282,315	276,140	313,140	251,113	239,981
Bad Debt	90,773	53,221	34,769	124,204	152,185	129,404	120,046	84,881	247,890	38,828	92,221	81,452
Other Deductions	\$ 3,280,201	\$ 3,776,418	\$ 3,114,498	\$ 2,695,138	\$ 2,526,902	\$ 3,023,455	\$ 3,022,995	\$ 2,734,617	\$ 2,540,978	\$ 2,740,486	\$ 3,144,106	\$ 2,931,613
Other Patient Revenue	27,727	7,500	0	0	1,899	122	200	5,332	217	2,420	9,278	3,030
Net Patient Revenue	\$ 2,489,412	\$ 2,912,721	\$ 2,282,180	\$ 2,560,340	\$ 1,675,195	\$ 2,515,235	\$ 2,584,897	\$ 2,456,727	\$ 2,681,731	\$ 2,696,862	\$ 2,802,721	\$ 2,220,738
Gross to Net %	43.4%	44%	42%	49%	40%	45%	46%	47%	51%	50%	47%	43%
Other Operating Revenue	251,514	303,334	355,901	121,589	283,294	229,241	212,676	211,662	575,484	170,261	206,464	149,121
Non-Operating Revenue	277,759	234,113	291,074	165,153	196,225	354,985	504,477	177,102	173,683	201,679	199,315	172,494
Total Operating Revenue	\$ 3,018,685	\$ 3,450,168	\$ 2,929,155	\$ 2,847,082	\$ 2,154,714	\$ 3,099,461	\$ 3,302,050	\$ 2,845,491	\$ 3,430,898	\$ 3,068,803	\$ 3,208,500	\$ 2,542,353
Expenses												
Salaries & Benefits	1,302,813	1,418,983	1,355,557	1,342,407	1,256,661	1,319,351	1,236,827	1,196,782	1,244,935	1,228,153	1,228,723	1,217,628
Salaries	1,067,723	1,160,810	1,048,313	1,104,636	1,034,276	1,115,860	1,035,765	951,588	1,056,153	1,007,467	1,005,620	1,016,209
Benefits	206,427	216,641	273,001	194,115	191,366	181,278	173,232	213,386	157,893	201,610	204,408	185,996
Other Salary & Benefit Expense	28,664	41,533	34,242	43,656	31,019	22,213	27,830	31,808	30,890	19,076	18,695	15,424
Supplies	223,579	215,896	245,030	114,459	99,180	202,691	184,005	185,034	412,362	195,362	169,487	129,245
Contract Services	1,102,394	1,011,032	940,549	1,022,335	1,106,058	1,151,016	1,240,400	949,010	1,014,421	961,100	839,231	793,494
Professional Fees	183,410	194,380	181,355	183,410	177,735	187,317	181,410	181,459	183,410	181,459	183,201	181,846
Leases/Rentals	7,302	4,886	11,931	10,046	11,355	6,116	5,880	7,305	5,952	13,275	38,504	24,804
Utilities	56,931	43,717	41,233	41,540	36,049	58,300	55,264	46,973	45,686	56,201	66,553	48,620
Repairs / Maintenance	95,457	48,499	59,865	71,850	49,461	82,734	75,830	73,960	103,070	64,352	56,822	72,280
Insurance	87,741	88,136	88,984	87,752	90,569	88,962	87,772	89,526	48,216	87,776	88,136	88,136
Other Operating Expenses	33,054	30,458	57,129	41,147	24,234	77,061	62,961	55,363	35,375	34,383	35,917	23,728
Total Operating Expenses	\$3,090,681	\$3,055,987	\$2,981,631	\$2,914,947	\$2,851,302	\$3,173,548	\$3,130,349	\$2,785,412	\$3,093,428	\$2,822,061	\$2,706,574	\$2,579,781
EBITDA	(\$71,996)	\$394,181	(\$52,476)	(\$67,865)	(\$696,588)	(\$74,087)	\$171,700	\$60,079	\$337,470	\$246,741	\$501,926	(\$37,428)
EBITDA Margin	-2.4%	11%	-2%	-2%	-32%	-2%	5%	2%	10%	8%	16%	-1%
Non - Operating Expenses												
Depreciation and Amortization	286,862	298,589	284,373	290,571	274,022	291,365	296,249	287,219	325,263	281,177	286,623	284,371
Interest	73,667	74,733	73,707	73,727	74,936	73,766	73,785	75,137	73,823	74,647	75,119	73,290
Tax/Other	59,099	51,127	44,418	37,287	33,304	64,570	52,019	53,053	42,236	51,511	57,882	51,763
Total Non Operating Expenses	\$419,629	\$424,448	\$402,498	\$401,585	\$382,262	\$429,701	\$422,053	\$415,409	\$441,322	\$407,335	\$419,625	\$409,424
NET INCOME (LOSS)	(\$491,624)	(\$30,267)	(\$454,973)	(\$469,449)	(\$1,078,850)	(\$503,788)	(\$250,353)	(\$355,329)	(\$103,852)	(\$160,594)	\$82,302	(\$446,852)
Net Income Margin	(16.3%)	(1%)	(16%)	(16%)	(50%)	(16%)	(8%)	(12%)	(3%)	(5%)	3%	(18%)

Sierra Vista Hospital
BALANCE SHEET
June 30, 2024

June 30, 2024 (Unaudited)	DESCRIPTION	June 30, 2023
	Assets	
	Current Assets	
\$ 5,766,833	Cash and Liquid Capital	\$ 10,246,815
\$ 181,136	US Bank Clearing	\$ 98,103
\$ 5,947,969	Total Cash	\$ 10,348,345
\$ 14,738,750	Accounts Receivable - Gross	\$ 7,263,177
\$ 9,435,272	Contractual Allowance	\$ 5,240,610
\$ 5,303,478	Total Accounts Receivable, Net of Allowance	\$ 2,022,567
\$ 1,316,231	Other Receivables	\$ 960,302
\$ 461,232	Inventory	\$ 436,861
\$ 68,738	Prepaid Expense	\$ 74,946
\$ 13,097,648	Total Current Assets	\$ 13,839,594
	Long Term Assets	
\$ 53,954,495	Fixed Assets	\$ 55,003,729
\$ 19,891,812	Accumulated Depreciation	\$ 17,995,002
\$ -	Construction in Progress	\$ -
\$ 34,062,683	Total Fixed Assets, Net of Depreciation	\$ 37,003,829
\$ 34,062,683	Total Long Term Assets	\$ 37,003,829
\$ 3,333,193	New Hospital Loan	\$ 2,018,590
\$ 50,493,525	Total Assets	\$ 52,862,013
	Liabilities & Equity	
	Current Liabilities	
\$ 1,563,163	Account Payable	\$ 1,213,024
\$ 1,067,278	Interest Payable	\$ 144,504
\$ 59,574	Accrued Taxes	\$ 52,244
\$ 590,846	Accrued Payroll and Related	\$ 1,104,431
\$ 150,000	Cost Report Settlement	\$ (235,000)
\$ 3,430,861	Total Current Liabilities	\$ 2,279,202
	Long term Liabilities	
\$ 24,709,245	Long Term Notes Payable	\$ 24,756,827
\$ 24,709,245	Total Long Term Liabilities	\$ 24,756,827
\$ 1,285,343	Unapplied Liabilities	\$ 386,523
\$ 223,431	Capital Equipment Lease	\$ 331,184
\$ 29,648,880	Total Liabilities	\$ 27,753,736
\$ 25,108,277	Retained Earnings	\$ 26,147,456
\$ (4,263,632)	Net Income	\$ (1,039,179)
\$ 50,493,525	Total Liabilities and Equity	\$ 52,862,013

Sierra Vista Hospital
BALANCE SHEET by Month
June 30, 2024

	6/30/2024	5/31/2024	4/30/2024	3/31/2024	2/29/2024	1/31/2024	12/31/2023	11/30/2023	10/31/2023	9/30/2023	8/31/2023	Month Ending 7/31/2023
Assets												
Current Assets												
Cash and Liquid Capital	5,766,833	6,443,730	6,830,674	7,552,729	8,478,291	9,011,826	9,065,658	8,781,884	9,283,253	9,018,432	9,088,598	8,814,096
US Bank Clearing	181,136	80,738	354,909	263,290	123,402	246,502	113,665	239,352	98,854	167,145	206,091	189,137
Total Cash	\$5,947,969	\$6,524,468	\$7,185,583	\$7,816,019	\$8,601,693	\$9,258,328	\$9,179,324	\$9,021,236	\$9,382,107	\$9,185,577	\$9,294,689	\$9,003,233
Accounts Receivable - Gross	14,738,750	15,289,226	13,483,545	12,565,862	9,142,016	8,665,549	8,812,027	8,576,599	8,051,189	7,277,291	7,050,448	7,173,889
Contractual Allowance	9,435,272	9,739,959	8,714,813	8,278,501	6,523,017	6,024,493	6,020,980	6,043,644	5,523,938	5,271,905	5,380,258	5,496,707
Total Accounts Receivable, Net of Allowance	\$ 5,303,478	\$ 5,549,267	\$ 4,768,732	\$ 4,287,361	\$ 2,618,998	\$ 2,641,056	\$ 2,791,047	\$ 2,532,955	\$ 2,527,251	\$ 2,005,386	\$ 1,670,190	\$ 1,677,182
Other Receivables	1,316,231	1,232,810	1,227,252	1,215,969	1,121,561	1,345,557	1,159,284	1,116,408	1,009,246	1,541,978	1,376,084	1,113,914
Inventory	461,232	503,642	510,780	552,392	562,463	444,184	455,909	452,192	455,096	458,005	458,248	466,260
Prepaid Expense	68,738	133,846	234,754	317,491	364,966	464,464	539,757	572,397	673,023	737,994	837,451	861,579
Total Current Assets	\$13,097,648	\$13,944,033	\$13,927,101	\$14,189,230	\$13,269,682	\$14,153,589	\$14,125,320	\$13,695,188	\$14,046,723	\$13,928,939	\$13,636,661	\$13,122,168
Long Term Assets												
Fixed Assets	53,954,495	53,910,380	54,154,032	54,149,228	54,149,228	54,142,557	54,117,912	55,290,258	55,253,629	55,191,824	55,069,696	55,069,696
Accumulated Depreciation	19,891,812	19,604,950	19,628,337	19,343,964	19,053,393	18,779,371	18,488,006	19,464,554	19,177,335	18,852,072	18,570,895	18,284,271
Total Fixed Assets, Net of Depreciation	\$ 34,062,683	\$ 34,305,430	\$ 34,525,695	\$ 34,810,068	\$ 35,095,835	\$ 35,363,186	\$ 35,629,906	\$ 35,825,704	\$ 36,076,294	\$ 36,339,752	\$ 36,498,801	\$ 36,785,425
Total Long Term Assets	\$ 34,062,683	\$ 34,305,430	\$ 34,525,695	\$ 34,810,068	\$ 35,095,835	\$ 35,363,186	\$ 35,629,906	\$ 35,825,704	\$ 36,076,294	\$ 36,339,752	\$ 36,498,801	\$ 36,785,425
New Hospital Loan	\$ 3,333,193	\$ 3,222,431	\$ 3,097,004	\$ 2,982,299	\$ 2,863,239	\$ 2,743,432	\$ 2,623,120	\$ 2,504,097	\$ 2,384,413	\$ 2,264,783	\$ 2,144,494	\$ 2,141,206
Total Assets	\$ 50,493,525	\$ 51,471,894	\$ 51,549,801	\$ 51,981,597	\$ 51,228,756	\$ 52,260,207	\$ 52,378,346	\$ 52,024,989	\$ 52,507,430	\$ 52,533,475	\$ 52,279,956	\$ 52,048,799
Liabilities & Equity												
Current Liabilities												
Account Payable	1,563,163	1,536,841	1,782,291	1,622,045	1,276,130	1,522,379	1,434,567	1,100,656	1,218,715	1,432,808	1,102,481	1,144,254
Interest Payable	1,067,278	990,380	913,482	836,584	759,686	682,789	605,891	528,299	452,095	375,197	298,299	221,402
Accrued Taxes	59,574	49,049	43,918	21,916	32,804	55,019	50,058	50,367	40,326	50,201	54,176	50,464
Accrued Payroll and Related Cost Report Settlement	590,846	1,183,948	1,043,593	961,295	824,159	812,714	681,275	965,152	1,059,893	800,596	821,798	718,994
Total Current Liabilities	\$3,430,861	\$3,910,218	\$3,933,284	\$3,591,841	\$3,042,779	\$3,222,899	\$2,921,791	\$2,440,168	\$2,596,029	\$2,423,803	\$2,041,755	\$1,900,113
Long term Liabilities												
Long Term Notes Payable	24,709,245	24,713,210	24,717,176	24,721,141	24,725,106	24,729,071	24,733,036	24,737,001	24,740,967	24,744,932	24,748,897	24,752,862
Total Long Term Liabilities	\$24,709,245	\$24,713,210	\$24,717,176	\$24,721,141	\$24,725,106	\$24,729,071	\$24,733,036	\$24,737,001	\$24,740,967	\$24,744,932	\$24,748,897	\$24,752,862
Unapplied Liabilities	1,285,343	1,285,343	1,285,343	1,596,261	915,703	663,810	571,979	472,622	449,702	476,889	435,728	405,055
Capital Equipment Lease	223,431	226,853	247,463	250,846	254,209	274,616	277,941	281,246	301,452	304,719	309,850	329,344
Total Liabilities	\$29,648,880	\$30,135,625	\$30,183,266	\$30,160,089	\$28,937,797	\$28,890,396	\$28,504,747	\$27,901,038	\$28,028,150	\$27,950,342	\$27,536,231	\$27,387,374
Retained Earnings	\$25,108,277	\$25,108,277	\$25,108,277	\$25,108,277	\$25,108,277	\$25,108,277	\$25,108,277	\$25,108,277	\$25,108,277	\$25,108,277	\$25,108,277	\$25,108,277
Net Income	(\$4,263,632)	(\$3,772,008)	(\$3,741,741)	(\$3,286,768)	(\$2,817,318)	(\$1,738,466)	(\$1,234,678)	(\$984,325)	(\$628,996)	(\$525,144)	(\$364,551)	(\$446,852)
Total Liabilities and Equity	\$50,493,525	\$51,471,894	\$51,549,801	\$51,981,597	\$51,228,756	\$52,260,207	\$52,378,346	\$52,024,989	\$52,507,430	\$52,533,475	\$52,279,956	\$52,048,799



STATE OF NEW MEXICO
JOINT POWERS COMMISSION AND GOVERNING BOARD
OF SIERRA VISTA HOSPITAL

Resolution No. 24-110

RE: July 30, 2024 4th Quarter financial report

WHEREAS the official meetings for the review of monthly financials was duly advertised and held monthly on May 30, 2024 to review April 2024, June 25, 2024 to review May 2024 and July 30, 2024 to review June 2024. In compliance with the state open meetings act, and,

WHEREAS it is the majority opinion of these Boards that the April, May, and June financial reports are accepted as presented.

NOW, THEREFORE, BE IT RESOLVED that the Governing Boards of Sierra Vista Hospital, State of New Mexico hereby approves the 4th quarter financial report herein above described.

RESOLVED, in session this 30th day of July 2024.

THE SIERRA VISTA HOSPITAL GOVERNING BOARD:

Kathie Papp
Chairperson, Governing Board
Rogay Cookie Johns
Secretary, Governing Board

STATE OF NEW MEXICO
NOTARY PUBLIC
JENNIFER L. BURNS
COMMISSION # 1122907
EXPIRES AUGUST 11, 2026

Notary Public Jennifer L Burns 7/30/24
SIERRA
State of New Mexico
Notary Bond Filed with Secretary of State
My commission Expires: 8/11/26

THE JOINT POWERS COMMISSION:

James E Papp
Chairperson, Joint Powers Commission

STATE OF NEW MEXICO
NOTARY PUBLIC
JENNIFER L. BURNS
COMMISSION # 1122907
EXPIRES AUGUST 11, 2026

Notary Public Jennifer L Burns 7/30/24
SIERRA
State of New Mexico
Notary Bond Filed with Secretary of State
My commission Expires: 8/11/26

Budget Revision

Description	1st Revised Budget	Adjustment	2nd Revised Budget
Revenues			
Gross Patient Revenue	\$ 63,699,238		\$ 63,699,238
Revenue Deductions			
Contractual Allowances	28,066,667		28,066,667
Bad Debt	2,533,048		2,533,048
Other Deductions	1,219,472		1,219,472
Total Revenue Deductions	\$ 31,819,187	\$ -	\$ 31,819,187
Other Patient Revenue	24,042		24,042
Net Patient Revenue	\$ 31,904,094	\$ -	\$ 31,904,094
Gross to Net %	50%		50%
Other Operating Revenue	2,957,111		2,957,111
Non-Operating Revenue	2,251,056		2,251,056
Total Operating Revenue	\$ 37,112,260	\$ -	\$ 37,112,260
Expenses			
Salaries & Benefits	\$15,670,286		\$15,670,286
Salaries	12,954,974		12,954,974
Benefits	2,447,972		2,447,972
Other Salary & Benefit Expense	267,339		267,339
Supplies	2,404,305	100,000	2,504,305
Contract Services	11,895,901	200,000	12,095,901
Professional Fees	2,170,050		2,170,050
Leases/Rentals	109,127		109,127
Utilities	461,640	100,000	561,640
Repairs / Maintenance	766,926	100,000	866,926
Insurance	1,026,829		1,026,829
Other Operating Expenses	1,289,993		1,289,993
Total Operating Expenses	\$35,795,057	\$500,000	\$36,295,057
EBITDA	\$1,317,204	(\$500,000)	\$817,204
EBITDA Margin	4%		2%
Non - Operating Expenses			
Depreciation and Amortization	\$3,436,655		\$3,436,655
Interest	887,173		887,173
Tax/Other	602,433		602,433
Total Non Operating Expenses	\$4,926,261	\$0	\$4,926,261
NET INCOME (LOSS)	(\$3,609,057)	(\$500,000)	(\$4,109,057)
Net Income Margin	(10%)		(11%)



**STATE OF NEW MEXICO
JOINT POWERS COMMISSION AND GOVERNING BOARD
OF SIERRA VISTA HOSPITAL**

Resolution No. 24-103

RE: Budget Revision 2024

WHEREAS, the Governing Body of Sierra Vista Hospital, State of New Mexico has reviewed the Budget Revision for 2024 and needs to adjust said budget, and,

WHEREAS, said budget was adjusted based on need and through cooperation with all user departments, elected officials, medical staff, and department supervisors, and,

WHEREAS the official meetings for the review of said documents was duly advertised and held on July 30, 2024 in compliance with the state open meetings act.

NOW, THEREFORE, BE IT RESOLVED that the Governing Boards of Sierra Vista Hospital, State of New Mexico hereby adopts the budget revision herein above described and attached and respectfully requests approval from the Local Government Division of the Department of Finance and Administration.

RESOLVED, in session this 30th day of July 2024.

THE SIERRA VISTA HOSPITAL GOVERNING BOARD:

Kathi Pope

Chairperson, Governing Board

Peggy Johnson

Secretary, Governing Board

STATE OF NEW MEXICO
NOTARY PUBLIC
JENNIFER L. BURNS
COMMISSION # 1122907
EXPIRES AUGUST 11, 2026

Notary Public *Jennifer L Burns*
SIERRA *7/30/24*
State of New Mexico
Notary Bond Filed with Secretary of State
My commission Expires: *8/11/26*

THE JOINT POWERS COMMISSION:

James E Pajon

Chairperson, Joint Powers Commission

STATE OF NEW MEXICO
NOTARY PUBLIC
JENNIFER L. BURNS
COMMISSION # 1122907
EXPIRES AUGUST 11, 2026

Notary Public *Jennifer L Burns*
SIERRA *7/30/24*
State of New Mexico
Notary Bond Filed with Secretary of State
My commission Expires: *8/11/26*

FY25 Budget

Description	FY25 Proposed Budget
Revenues	
Gross Patient Revenue	\$ 64,721,502
Revenue Deductions	
Contractual Allowances	29,645,097
Bad Debt	3,197,642
Other Deductions	1,327,057
Total Revenue Deductions	\$ 34,169,796
Other Patient Revenue	26,997
Net Patient Revenue	\$ 30,578,703
Gross to Net %	47%
Other Operating Revenue	2,994,762
Non-Operating Revenue	4,419,543
Total Operating Revenue	\$ 37,993,008
Expenses	
Salaries & Benefits	\$17,121,134
Salaries	14,159,662
Benefits	2,588,303
Other Salary & Benefit Expense	373,169
Supplies	2,388,322
Contract Services	11,511,925
Professional Fees	2,187,123
Leases/Rentals	86,408
Utilities	586,907
Repairs / Maintenance	780,085
Insurance	1,757,581
Other Operating Expenses	485,635
Total Operating Expenses	\$36,905,119
EBITDA	\$1,087,889
EBITDA Margin	3%
Non - Operating Expenses	
Depreciation and Amortization	\$3,481,486
Interest	956,324
Tax/Other	586,087
Total Non Operating Expenses	\$5,023,897
NET INCOME (LOSS)	(\$3,936,008)
Net Income Margin	(10%)



STATE OF NEW MEXICO
JOINT POWERS COMMISSION AND GOVERNING BOARD
OF SIERRA VISTA HOSPITAL

Resolution No. 24-104

RE: Final Budget for Fiscal Year 07/01/2024 to 06/30/2025

WHEREAS the Governing Body of Sierra Vista Hospital, State of New Mexico has developed a budget for Fiscal Year 2024/2025, and,

WHEREAS, said budget was developed on the basis of need and through cooperation with all user departments, elected officials, medical staff, and department supervisors, and,

WHEREAS the official meeting for the review of said documents was duly advertised and held on July 30, 2024 in compliance with the state open meetings act, and,

WHEREAS unaudited cash balance as of June 30, 2024 is \$7,077,947.27 and,

WHEREAS it is the majority opinion of these Boards that the proposed budget meets the requirements as currently determined for Fiscal Year 2025.

NOW, THEREFORE, BE IT RESOLVED that the Governing Boards of Sierra Vista Hospital, State of New Mexico hereby adopts the budget herein above described and respectfully requests approval from the Local Government Division of the Department of Finance and Administration.

RESOLVED, in session this 30th day of July 2024.

THE SIERRA VISTA HOSPITAL GOVERNING BOARD:

Karla Pope
Chairperson, Governing Board

NeggyCookie Johnson
Secretary, Governing Board

STATE OF NEW MEXICO
NOTARY PUBLIC
JENNIFER L. BURNS
COMMISSION # 1122907
EXPIRES AUGUST 11, 2026

Notary Public *Jennifer L Burns 7/30/24*

SIERRA
State of New Mexico
Notary Bond Filed with Secretary of State
My commission Expires: *8/11/26*

THE JOINT POWERS COMMISSION:

Jamale Paxon
Chairperson, Joint Powers Commission

STATE OF NEW MEXICO
NOTARY PUBLIC
JENNIFER L. BURNS
COMMISSION # 1122907
EXPIRES AUGUST 11, 2026

Notary Public *Jennifer L Burns 7/30/24*

SIERRA
State of New Mexico
Notary Bond Filed with Secretary of State
My commission Expires: *8/11/26*

CEO Report

Frank Corcoran

07/2024

1. **Behavioral Health Project Update:** Planning to have BHNPs see patients at VH Nursing Home 1 day a week as soon as credentialing is complete.
2. **RHC Update/Provider Recruitment:** In executive session
3. **IT System Replacement** – Cerner improving and catching up on cash flow.
4. **AHA: Attending AHA this week. More to come.**
5. **HDAA:** On Target for distribution of funds July 2025.
6. **SB 161:** Requested \$1.5 million this year and the remainder of the \$2.7 million allocated next FY.
7. **Surgical Services:** up and running again!
8. **EOC:** City Engineer coming to evaluate city water pressure to fire pump.
9. **Quality:** Michelle Back from Ovation will be here each month while we search for a new Quality Director.
10. **Mergers and Acquisitions:** LJ and I participated in the M&A meetings last week in Santa Fe to give Rural Hospital Input.



**SIERRA VISTA HOSPITAL
POLICIES AND PROCEDURES**

DEPARTMENT: Governing Board Original Policy Date: 6/2024

SUBJECT: Code of Conduct Review: 2025 _____ 2026 _____ 2027 _____
Last Revised:

APPROVED BY: Manager: Bruce Swingle, Board Chairperson

POLICY: It shall be the Policy of Sierra Vista Hospital to provide Code of Conduct to members of the Governing Board each year for signatures and to be filed at Sierra Vista Hospital.

PURPOSE: To assure that members of the Governing Board assume the duty of placing the welfare of Sierra Vista Hospital above all other consideration in anything that affects Sierra Vista Hospital. When the welfare of the hospital is affected, the members should give the hospital undivided loyalty and strictly follow the Code of Conduct at all times.

PROCEDURE:

- (a) Each new board member of the hospital, by the end of their first meeting, shall submit a signed copy of the Code of Conduct to the Governing Board Secretary.
- (b) If it should come to the attention of the Governing Board that a member is violating the Code of Conduct, an item shall be placed on the agenda for Executive Session to review the allegations.
 - (b.1) After reviewing the allegations, a poll can be taken to initiate the censure process. If the board fails to agree in the affirmative, the matter is dropped.
 - (b.2) Should the board agree to consider censuring, a letter will be sent to the member outlining the allegations and violations. It will be stated in the letter to submit their position within fifteen (15) days to the Board Chair. A hearing will be held at the next regular board meeting, or special meeting where they can present their side. The item shall be placed on the agenda for Executive Session.
- (c) If the member fails to respond, a vote shall be taken by the Governing Board to censure in open session. The minutes shall identify each board member present for discussion concerning the Code of Conduct and their vote on the matter and shall describe the content of the discussion.
- (d) If the matter is the item of business during a meeting of the board, the affected board member shall not be counted to establish a quorum, nor shall such board member participate in the deliberations or vote on it.
- (e) A letter shall be sent to the appointing entity, notifying them of censure.

SIERRA VISTA HOSPITAL

- (g) Code of Conduct, Bylaws and Article 2 2.2-2.3 shall be circulated to members of the Governing Board annually and returned by the next Governing Board meeting.

Form: F-850-01-024 Code of Conduct



Governing Board Member Pledge

Code of Conduct

Governance excellence is the life blood of a high-quality board of directors. It is vital that each board member takes their responsibilities seriously and pledges their best efforts to follow this code of conduct.

In pursuit of governance excellence, I will:

- A. Refrain from micromanagement and focus on strategic leadership and policy that includes the long-term vision and mission, not on administrative and operational detail. I will respect distinctions between board and staff roles and will manage any overlap between the respective roles in a spirit of collegiality and partnership that supports the authority of the staff and maintains the proper lines of accountability. I will not discuss significant operational concerns or issues with employees or members of the medical staff. I will direct employees to their immediate supervisor and/ or the HR Director and report the encounter to the Board Chair. I understand that failing to adhere to these conditions may result in the loss of my protection under the Directors and Officers liability insurance which covers defense costs, settlements and judgements that may arise out of lawsuits or wrongful act allegations brought against Sierra Vista Hospital.
- B. Recognize all power of the board is a joint and collective power which only exists when the board is acting together as one body and that I have no power or authority acting individually outside of my vote.
- C. Attend board and committee meetings regularly and come prepared to fully discuss and deliberate all matters important to the business of the board.
- D. Listen carefully to my fellow board members and be willing to consider all points of view during board discussion.

- E. Share my point of view, do not dominate discussions, be respectful and courteous in debate, but do not shy away from difficult or contentious issues. Participate in conflict resolution in a professional and transparent manner.
- F. Fully support the decisions of the majority once a decision has been reached, even if I am in the minority.
- G. Be inquisitive and ask any questions important to the discussions at hand. Strive to push the organization to continuous growth and excellence. Remain committed to compliance with laws and regulations, quality of patient care and financial sustainability. Challenge the status quo while recognizing and mediating any personal implicit or explicit biases.
- H. Keep board discussions in closed sessions confidential and use discretion in discussing sensitive issues outside of the boardroom.
- I. Take all opportunities to be a good ambassador for the hospital and advocate on behalf of the hospital in matters of important public policy issues and encourage philanthropic support that would advance the mission of the hospital. Remain diligent in assessing access to healthcare equality.
- J. Be a continuous learner and look for opportunities to stay abreast of current topics and trends in healthcare delivery and policy.
- K. Follow the conflict-of-interest policies and practices of the hospital. Take the initiative to recuse myself from discussions and activities that may be a perceived or actual conflict of interest.
- L. Conduct myself in an ethical, moral, and legal manner always.
- M. Celebrate the success of the hospital and the role I play in its mission!

I understand that the elements listed above is not an exhaustive list of attributes to achieve Governance Excellence.

I further understand that my failure to abide by the expectations of the Governing Board Code of Conduct is contradictory to my inherent fiduciary duties of care, loyalty, and obedience. In this case, the Governing Board may initiate the process.

Signed: _____

DATE: _____