

May 28, 2025

**SOUTH CENTRAL COLFAX COUNTY SPECIAL HOSPITAL DISTRICT BOARD
REGULAR BOARD MEETING
6:30 PM**

**PLACE:
Cimarron Healthcare Clinic, Conference Room, Cimarron NM 87714**

**Zoom Link:
<https://us02web.zoom.us/j/86417346325?pwd=TrYlOB3Oht6aVOsovuyN6LyqkMeg9.1>**

Meeting ID: 864 1734 6325

Passcode: 632665

Agenda Items & Discussion

1. Call Meeting to order – 6:30 p.m.

1. Chairman Boe Lopez called meeting to order at 6:30 PM.

2. Roll Call

2. Members present – Chairman Boe Lopez, Vice Chairman Louise Portillos, Trustee Bruce Jassman and Trustee Fred Martinez.

Member absent at time of Roll Call but joined meeting at 7:30pm –Trustee Fred Martinez.

Additional staff present – Nursing Home Administrator Ashley DeHerrera, Clinics Administrator Annabelle Sillas-Graves, HR Generalist Teresa Ebell, and Business Officer Analy Tellez.

3. Approval of Agenda

3. Lopez entertains a motion to approve agenda. Lay motions to approve the agenda, Jassman seconds, all in favor, motion carries.

4. Review/Discuss/Approve April 28, 2025 Board Meeting Minutes

4. Portillos motions to approve the April 28, 2025 Borad Meeting Minutes as presented, Jassman seconds, all in favor, motion carries.

5. Public Comments (Limited to 3 minutes per person)

5. Public Commet - Jordon Kear Mr. Jordon Kear addressed the board regarding concerns over recent budget discussions. He expressed frustration with what he described as unfair accusations directed at district employees and emphasized that one significant factor contributing to the district’s financial deficit—namely, the Angel Fire Urgent Care—has not been adequately acknowledged by the board. Mr. Kear recalled that the

decision to open the urgent care facility was made quickly and without proper consultation or a feasibility study. He stated that even the incoming clinic director was not involved in the planning and was simply instructed to prioritize opening the facility by year-end. According to Mr. Kear, the board overlooked public input, noting that during community meetings in Angel Fire, residents indicated a stronger desire for access to primary care services rather than an urgent care clinic. He challenged the assertion that Angel Fire is experiencing substantial population growth, stating that the population has remained around 1,200 for the past two decades and is projected to decline through 2029. He noted that the urgent care primarily serves seasonal visitors rather than permanent residents and argued that the facility has not been financially viable. Instead of generating revenue, it has continued to draw funds from the district, beginning with an initial allocation of approximately \$200,000 and continuing to operate at a loss. Mr. Kear concluded by urging the board to stop assigning blame to others and to take accountability for what he views as a significant misstep in financial and strategic planning.

6. Review/Discuss/Take Action on presentation from Scout Troop 68

6. Junior Scout Master of Troop 68, presented his proposed Eagle Scout project to the board. He proposed installing a flagpole and completing a landscaping remodel at the entrance of the current building. Mr. Sandoval stated that the project is intended to enhance the building's appearance, create a welcoming atmosphere, and serve as a visible landmark in Cimarron. The flagpole would also serve as a symbol of patriotism for the

department. Mr. Sandoval shared the personal significance of this project, noting that his grandfather, Wayne Baker, founded the ambulance service in Cimarron, and his mother advocated for the funding of the current building. He expressed his desire to contribute to his family's legacy in supporting the local healthcare system. The proposed landscaping would include illuminated yucca plants and other vegetation native to New Mexico, with red mulch to help the building stand out in the area.

Lay makes a motion to approve the proposed Eagle Project to be done on Cimarron Healthcare Clinic, Jassman seconds, all in favor, motion carries.

7. Board Reports
 - a. Chairman/Vice Chair Report
 - b. Board Docket
 - c. Committee Reports

8. Review/Discuss/Approve April/May 2025 Nursing Home Administrator Report
 - a. Colfax General Long-Term Care Report
 - b. Colfax Laboratory Report

7. a. None
b. None
c. None

8. Report attached by Nursing Home Administrator Ashley DeHerrera. The administrator reported ongoing progress on the new nursing home project. Annabelle has been organizing the ICIP project list, and the board will soon be asked to provide input on project priorities. Board elections will take place in November for Subdistricts 1 (Angel Fire/Eagle Nest), 2 (Cimarron), and 3 (Springer). The facility recently underwent a state complaint survey, which identified deficiencies in the dietary department and a documentation issue related to oxygen therapy equipment. Care plans will be updated to reflect built-in humidifiers. CNA testing continues to face delays due to state scheduling prioritization, some NAs now eligible to begin

working, pending skills verification by the Director of Nursing.

A lab services review revealed financial losses due to uncollected payments and the use of Sliding Fee Scales. Additionally, patients were submitting inactive insurance information, causing billing issues. Sunrise Medical Center has ended its lab partnership with the district. In response, the district is working with Tricare on a potential agreement that may involve either reimbursement for lab services or integrating staff as Tricare employees, with a lease agreement in place if Tricare uses district space.

Jassman asks question on employee numbers per location and if we are still lacking in staff. Annabelle replies that she is comfortable that the clinics staff they have suffices.

Ashley provided an update on Medicaid payments, confirming that Colfax General has received most of the outstanding back payments. The remaining unpaid balances are due to “med-pending” residents—those who have applied for Medicaid but have not yet been approved. This is a routine delay, typically taking up to three months, and the district is reimbursed retroactively once eligibility is confirmed. Previously, there was a lapse in payments from October to December due to a provider's credentialing issue, but those payments have now been received, and the account is considered current aside from the usual med-pending cases. Jassman raised questions on why labs are being routed to Raton and Taos, especially given that the mill levy is intended to support services for local residents. Tony, lab manager, clarified that he personally transports certain lab

specimens to Taos or Las Vegas using his own vehicle and does not charge the district mileage. He explained that FedEx does not service Springer, and due to the time-sensitive nature of some tests—particularly drug screenings for local businesses—specimens must be delivered directly to ensure timely processing. Board members continued their discussion on lab and billing operations, focusing on drug testing logistics, payment issues, and service coverage areas. Ashley added that while the district previously performed some testing in-house, federal and DOT guidelines now require that samples be sent to certified labs, reducing the district’s ability to keep all testing local. Collections remain a challenge, with many local clients maintaining high balances. Vicky, lab billing, was commended for collecting \$1,000 in just two days through consistent follow-up. To mitigate losses, the billing team maintains a shared bad debt spreadsheet. Individuals or businesses with overdue balances are not provided services until payment is made or insurance is verified. New clients must present active insurance coverage or pay upfront as private pay. The conversation concluded with a reminder to remain focused on financial oversight

Lay makes a motion to approve April/May 2025 Nursing Home Administrator Report, Jassman seconds, all in favor, motion carries.

9. Review/Discuss/Approve April/May 2025 Clinics Administrator Report
 - a. Cimarron Healthcare Clinic Report
 - b. Moreno Valley Healthcare Clinic Report
 - c. Moreno Valley Urgent Care @ AF Resort

9. Administrator Report presented by Annabelle Sillas-Graves. Patient volume is improving. Dr. Rossi saw 12 patients today. Early

discussions have started about limited in-clinic medication dispensing to offset the loss of Bestcare Pharmacy in Angel Fire. The plan would involve dispensing short-term medications (e.g., antibiotics for UTI) to only patients seen at the clinic. Prescribing and dispensing would be limited to the treating provider to ensure compliance. This would serve as a temporary solution for patients who cannot immediately access a pharmacy. The clinic still retains its Class B pharmacy license and has an existing medication room. A former Bestcare employee was hired and is in the process of becoming a certified pharmacy technician, which will support future dispensing operations. Pharmacy consultant Charlie Vanderveer believes the model can operate without needing additional pharmacy staff initially.

Jassman makes a motion to approve Administrator Report for CHC and MVHC and MVUC, Lay seconds, all in favor, motion carries.

10. Review/Discuss/Approve April 2025 Compliance Reports
- a. Nursing
 - b. Personnel/Staffing
 - c. Trainings
 - d. Grievances

10. Compliance Report Attached by Teresa Ebell, HR Generalist.
No questions from the Board.

Jassman makes a motion to approve March 2025 Compliance Reports, Portillos seconds, all in favor, motion carries.

11. GO Bond Updates

11. No updates at this time. Application to NMFA is underway and we look forward to providing updates soon.

- 12. Capital Outlay Project Updates
 - a. Notice of Obligations & Payment Statuses

- 13. New Long Term Care Building Updates
 - a. Review/Discuss/Approve Change Orders, if any
 - b. Review/Discuss Stop Work Order issued to Franken Construction
 - c. Review/Discuss Board Update to the Governor regarding East Wing Redesign

- 14. Financial Review
 - a. Review/Discuss/Approve April 2025 Financial Reports

- 12. Report Attached and discussed by Board. Board discussed additional grant opportunities that the district should focus on.

- 13. a. No Change Orders at this time.
 - b. Stop Work Order was issued to Franken Construction to prevent them from constructing in the sections that will be changed with the redesign of the East Wing. With the Vice Chair out of the country, the decision was discussed by Chairman Lopez and Treasurer/Secretary Lay. Lay makes a motion to Approve this Stop Work Order, Jassman seconds, all in favor, motion carries.

- c. The topic was raised in response to recent messages from the architects requesting clarification on how any changes to the East Wing plans would be communicated to the Governor's Office. It was noted that the architects and representatives had previously met with individuals from the Governor's Office to formulate the current plan. However, there was some uncertainty about whether the final version adopted by the board had been officially communicated.

- 14. a. Financial Reports attached. The April 2025 financial reports were briefly reviewed. It was acknowledged that the board has thoroughly examined these reports in the previous budget meetings. No new concerns were raised. Jassman makes a motion to approve April 2025 Financial Reports, Lay seconds, all in favor, motion carries.

15. Old Business

- a. Review/Discuss/Appoint Finance Committee Members

16. New business

- a. Review/Discuss/Approve FY 2025-2026 Interim Budget Resolution #2104
- b. Review/Discuss/Approve Independent Public Auditor for FY 2025, 2026, and 2027
- c. Review/Discuss/Approve FY2026 Unsecured Line of Credit of \$2,500,000 Resolution #2105
- d. Review/Discuss/Approve Regular Local Election for Board of Directors Positions(3) Resolution #2106
- e. Review/Discuss/Approve the FY2027-2031 ICIP Submission to the State of NM Resolution #2107
- f. Review/Discuss/Approve Private Pay Rate Increase for Long Term Care Resolution #2108

15. a. Portillos and Jassman volunteer on the Finance Committee.

Jassman makes a motion to approve selection of Portillos and Jassman as the Finance Committee, Lay seconds, all in favor, motion carries.

16. a. Board discusses item. Lay motions to approve FY 2025-2026 Interim Budget Resolution #2104, Jassman seconds, all in favor, motion carries.

b. Board discusses 4 auditor submissions. Comparisons are made to the cost and the services provided. Board comes to agreement that Moss Adams is the best option. Lay motions to select and approve Moss Adams LLP as the Independent Public Auditor for FY 2025, 2026, and 2027, Jassman seconds, all in favor, motion carries.

c. Board discuss the yearly renewal of the LOC Resolution. Changes from last year have been made. The LOC has been reduced to 2.5 million. InBank would like to see the LOC come back to 1 Million as construction needs wind down. Jassman makes a motion to approve FY2026 Unsecured Line of Credit of \$2,500,000 Resolution #2105, Lay seconds, all in favor, motion carries.

d. Board discusses the open positions to be up for election in November 2025. Jassman makes a motion to approve Regular Local Election for Board of Directors Positions(3) Resolution #2106, Lay seconds, all in favor, motion carries.

e. FY2027-2031 ICIP Submissions to the State of NM are discussed by board. Board comes to agreement that the priority should be funding for a

new Moreno Valley Clinic. Out of the 4 options, the board think options 1 and 4 should be the only ones submitted to the State. Submission 1: 7.5 Million to plan design, construct, equip and furnish a new multipurpose facility which will house the Moreno Valley Healthcare Clinic.

Option 2: 150,000 to plan, design, construct repairs and equipment upgrades to Cimarron Healthcare Facility. Specifically needed for soundproofing. Jassman makes a motion to approve FY2027-2031 ICIP Submission to the State of NM Resolution #2107, Lay seconds, all in favor, motion carries.

f. Nursing Home Administrator presented to the board an updated private pay rate proposal based on the newly projected Medicaid reimbursement rate. The updated calculation reflects anticipated Medicaid inflation adjustments of 9.9% and 4.7%, bringing the projected daily reimbursement rate to approximately \$276 per day. Given this increase, the nursing home administrator recommended aligning the private pay daily rate accordingly. The proposed rate change requires board approval to ensure proper notice can be given to current private pay residents, as a 30-day notice is required prior to implementation. Lay makes a motion to approve Private Pay Rate Increase for Long Term Care Resolution #2108, Jassman seconds, all in favor, motion carries.

17. Executive session pursuant to NMSA 1978, Section 10-15-1(H)(2) to discuss limited personnel matters, Grievance.

17. Chairman Lopez entertains a motion to close this meeting to the general public and adjourn into Executive Session allowed by Section 10-15-1, NMSA

a. Reconvene in Open Session – Take Necessary Action, if any, on matters discussed in Executive Session.

1987. Lay makes a motion to enter Executive Session, Jassman seconds, all in favor, motion carries. The board enters into Executive Session at 7:45pm.

Roll Call by Analy Tellez

Chairman Lopez – Present

Vice Chair Portillos – Present (Zoom)

Secretary/Treasurer Lay – Present

Trustee Jassman – Present

Trustee Martinez – Present (Zoom)

Public is allowed back into meeting room. Lay makes a motion to exit Executive Session, Jassman seconds, all in favor, motion carries. The board exits Executive Session and enters back into Open Session at 8:27pm.

Roll Call by Analy Tellez

Chairman Lopez – Present

Vice Chair Portillos – Present (Zoom)

Secretary/Treasurer Lay – Present

Trustee Jassman – Present

Trustee Martinez – Present (Zoom)

Chairman states for the record that no decisions were made during executive session.

Lay makes a motion to adopt the recommendations from the Grievance Report, Jassman seconds, all in favor, motion carries.

18. Board Concerns

18. None.

19. Set Day & Time of Next Meeting – June 23, 2025

19. Next meeting will on June 23, 2025 at 6:30pm in Angel Fire.

20. Adjournment

20. Jassman makes a motion to Adjourn, Martinez seconds, all in favor, motion carries.

Meeting adjourns 8:31pm.

Respectfully submitted,

Ashley DeHerrera
Nursing Home Administrator

Annabelle Sillas-Graves
Clinics Administrator

Boe Lopez, Chairman
Louise Portillos, Vice Chair