



QUAY COUNTY GOVERNMENT
300 South Third Street
P.O. Box 1246
Tucumcari, NM 88401
Phone: (575) 461-2112
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AGENDA
REGULAR SESSION
QUAY COUNTY BOARD OF COMMISSIONERS
SEPTEMBER 24, 2018

9:00 A.M. Call Meeting to Order

Pledge of Allegiance

Approval of Minutes-Regular Session September 10, 2018

Approval/Amendment of Agenda

Public Comment

Ongoing Business-None

New Business

- I. **C. Renee Hayoz, Presbyterian Medical Services, Administrator**
 - Presentation of Monthly RPHCA Reports
- II. **Brenda Bishop, Quay County Extension Service Program Director**
 - Presentation of Quarterly Report – April – June 2018
- III. **Daniel Zamora, Emergency Management Coordinator**
 - Request Approval of State Mitigation Program Notice of Interest – Salt Cedar Removal
 - Request Approval of State Mitigation Program Notice of Interest – Fire Stations Generators
- IV. **Larry Moore, Quay County Road Superintendent**
 - Road Update
- V. **Richard Primrose, Quay County Manager**
 - Request Approval of Tucumcari Rawhide Days/Quay County Fairgrounds Rental Agreement
 - Correspondence



DOC HCM-00450

10/11/2018 04:10 PM Doc Type: COCOM

Fee: (No FieldTag Finance.TotalFees found)

Quay County, NM

Ellen White - County Clerk, County_Cle

Pages: 11



VI. Indigent Claims Board

- **Call Meeting to Order**
- **Request Approval of Indigent Minutes for the July 23, 2018 Meeting**
- **Review August/September Claims Prepared by Sheryl Chambers**
- **Adjourn**

VII. Request Approval of Accounts Payable

VIII. Other Quay County Business That May Arise During the Commission Meeting and/or Comments from the Commissioners

IX. Request for Closed Executive Session

- **Pursuant to Section 10-15-1(H) 7. The New Mexico Open Meetings Act Pertaining to Threatened or Pending Litigation**

X. Franklin McCasland, Quay County Commission Chairman

- **Proposed action, if any, from Executive Session**

Adjourn

Lunch-Time and Location to be Announced

REGULAR SESSION-BOARD OF QUAY COUNTY COMMISSIONERS

September 24, 2018

9:00 A.M.

BE IT REMEMBERED THE HONORABLE BOARD OF QUAY COUNTY COMMISSIONERS met in regular session the 24th day of September, 2018 at 9:00 a.m. in the Quay County Commission Chambers, Tucumcari, New Mexico, for the purpose of taking care of any business that may come before them.

PRESENT & PRESIDING:

Franklin McCasland, Chairman
Mike Cherry, Member
Sue Dowell, Member
Ellen L. White, County Clerk
Richard Primrose, County Manager

OTHERS PRESENT:

Larry Moore, Quay County Road Superintendent
Vic Baum, Quay County Assessor
Daniel Zamora, Quay County Emergency Management
T. J. Rich, Quay County Detention Center Administrator
Rafa Calvo, QCDC Employee, and spouse Jane Calvo
Donald Adams, Quay County Fire Marshal
Carmen Runyan, Tucumcari/Quay County Chamber of Commerce
Renee Hayoz, Presbyterian Medical Services Administrator
Gail Houser, Tucumcari MainStreet
Ron Warnick, Quay County Sun
Cheryl Simpson, Quay County Manager's Office

Chairman Franklin McCasland called the meeting to order. T. J. Rich led the Pledge of Allegiance.

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the minutes from the September 10, 2018 regular session as presented. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye"

Richard Primrose requested No. 1 of Item No. 5 (Tucumcari Rawhide Days Rental Agreement) be removed from the Agenda, noting T.J. Riddle was not able to attend with some of the information needed. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the agenda as amended. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye".

PUBLIC COMMENTS:

Richard Primrose recognized Rafa Calvo, Retiring Quay County Employee after serving the County in the Detention Center for 20 years. Calvo is also retiring from the Tucumcari EMS staff after 36 years. Calvo was presented a 20-year pin for his dedicated service.

Gail Houser, Mainstreet Director, reminded those in attendance of the Fired-Up Event scheduled for Saturday, August 29.

ONGOING BUSINESS: NONE

NEW BUSINESS:

Renee Hayoz, Presbyterian Medical Services Administrator presented the monthly RPHCA Report for the month of August. Hayoz stated flu shots are ongoing at various locations, including at the Courthouse today until 9:30 a.m. Senior Citizens Centers are still being visited around the County. A new provider will be available starting October 15, and will be seeing all ages of clients. Hayoz reported the Clinic is currently fully staffed.

Brenda Bishop, Quay County Extension Service Program Director was not in attendance. Item No. 2 of the Agenda will be revisited when she arrives. (*Bishop did not attend the meeting. Item was not formerly tabled)

Daniel Zamora, Quay County Emergency Management requested approval of the following:

1. State Mitigation Program Notice of Interest to apply for Grant Funding of eradication of Salt Cedars along Quay Road 64/Pajarito Creek in the amount of \$100,000.00.
2. State Mitigation Program Notice of Interest to apply for Grant Funding to purchase Rural Fire Departments Generators in the amount of \$75,000.00.

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the Notice of Interest for both projects. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye". Copies are attached to these minutes.

Larry Moore, Quay County Road Superintendent gave the following road updates:

1. Quay Road AI was opened on Thursday, September 20. The road will be closed again for one day to allow the crew to fog seal and again in two weeks for an additional day for striping.
2. Quay County was awarded \$750,000.00 for the CDBG Grant. The funds will be used for Quay Road AR and was fully funded at the awards ceremony.
3. Millings have been requested from NM DOT District 4 for the School Bus Projects around San Jon. Moore is still waiting to hear if the request will be granted.
4. Match Waiver notifications have not yet been awarded for the Cap and Co-op Projects for the upcoming funding year.

5. Crews are continuing to clean cattle guards and trim trees where needed.

Commissioner Dowell stated she has heard from a concerned citizen regarding a cattle guard in the State Highway Right-of-Way along Highway 54 at the entrance of Quay Road AF. The cattle guard has been damaged and is posing possible damages to vehicles that try and use that entrance in Quay Road AF. Dowell stated the Highway Department has stated the cattle guard was installed by them on the R-O-W as a courtesy, but they have no liability to maintain or repair it. Dowell further explained that according to the County, it is not their responsibility either as it is not a cattle guard they installed, and cannot maintain. Dowell asked that Moore and Primrose try and work with the State Highway Department to reach a resolution for this resident, as doing nothing is not a good answer.

Moore stated he has tried to set up a meeting with the NMDOT District 4, four different times to speak to them about this concern, and all the meetings were cancelled by the State. Primrose and Moore both reiterated the County should not begin the practice of maintaining cattle guards in State R-O-W due to liability issues and the costs would be enormous.

Commissioner Cherry stated perhaps our State Legislators can intervene and offer some assistance. Primrose and Moore agreed to reach out to them and the State NMDOT once again.

Chairman McCasland asked Moore to express his congratulations and gratitude to Darla Munsell, CDBG Coordinator for receiving the Grant.

Richard Primrose, Quay County Manager presented the following correspondence:

1. The 11th Annual Mesalands Rodeo will be held on October 12-13, 2018.
2. Distributed NM Environmental Department Discharge Permits.
3. Presented the monthly Gross Receipts Tax Report.
4. Shared the photo at the Awards Ceremony of Quay County receiving the CDBG Grant Funding.
5. Reported the Auditors will be in the Courthouse this week for the annual audit.
6. Reminded everyone of the informational meeting scheduled for Thursday, September 27 at the Convention Center at 5:30 and the Public Hearing slated for Thursday, October 4 at 1:30 for Race Track/Casino information and presentations.

Chairman McCasland called the Indigent Claims Board meeting to order. Time noted 9:35 a.m.

-----INDIGENT CLAIMS BOARD-----

Return to regular session. 9:40 a.m.

ACCOUNTS PAYABLE:

A MOTION was made by Sue Dowell, SECONDED by Mike Cherry to approve the expenditures included in the Accounts Payable Report ending September 20, 2018. MOTION carried with Dowell voting "aye", Cherry voting "aye" and McCasland voting "aye".

Other Quay County Business That May Arise During the Commission Meeting and/or Comments from the Commissioners: NONE

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to go into Executive Session pursuant to the Open Meetings Act pursuant to Section 10-15-1(H)7 to discuss Threatened or Pending Litigation. MOTION carried with Cherry voting "aye", McCasland voting "aye" and Dowell voting "aye".

Time noted 9:45 a.m.

-----EXECUTIVE SESSION-----

Return to regular session. Time noted 10:20 a.m.

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell stating only Threatened or Pending Litigation was discussed during Executive Session. MOTION carried with Cherry voting "aye", McCasland voting "aye" and Dowell voting "aye".

NO ACTION WAS TAKEN FOLLOWING EXECUTIVE SESSION.

There being no further business, a MOTION was made by Mike Cherry SECONDED by Sue Dowell to adjourn. MOTION carried with Cherry voting "aye", McCasland voting "aye" and Dowell voting "aye". Time noted 10:25 a.m.

Respectfully submitted by Ellen White, County Clerk.

BOARD OF QUAY COUNTY COMMISSIONERS

Franklin McCasland

Sue Dowell

Sue Dowell

Mike Cherry

Mike Cherry

ATTEST:

Ellen L. White

Ellen L. White, County Clerk



Clinic/Program Name: Quay County Family Health Center
Month Reported: August 2018

Monthly RPHCA Narrative Report

Please provide brief but detailed information for the following questions. Answer all questions or mark N/A.

- 1. Please describe any changes in the types of services provided during the month reported. Describe any discussions about adding new services**

The clinic has been working with inter agency locums to provide assistance during the credentialing process for our new NP.

- 2. Please describe any difficulties encountered in providing services during the month reported. What were the causes of the difficulties?**

QCFHC is still utilizing inter agency locums to provide assistance in coverage.

- 3. Were there any changes in the encounters (+ or - 10%) from the previous month reported? Please explain any causes for the changes.**

Encounters are low this month due to Provider PTO and being short a provider.

- 4. Please describe any changes in the staffing pattern (regardless of the position or the change in FTE).**

None.

- 5. Please describe recruitment efforts for any positions. Which positions? What actions have been taken?**

All positions have been filled.

- 6. Were there any changes to the hours? Explain.**

No changes were made. Hours continue to be 7:00 AM – 5:30 PM, Monday through Friday.

- 7. What efforts did you make to collaborate with local and statewide entities?**

-Administrator and Regional Director attended the Quay Co Commissioner Meeting on 08/13.

-The Senior Centers in the communities of House, San Jon and Tucumcari were visited and senior services were provided.

-Quay County Health Council meetings have resumed after the summer break. The meeting was attended on 08/09 by the Administrator.

8. **Please describe any methods for increasing clinic utilization that your program and staff are engaging in.**

Site continues to provide care at the Quay County Detention Center.

9. **Please describe the outreach activities your program and staff provided to the community during the month reported.**

- Health Council Meeting was attended; Administrator asked to be a 'Member at Large' meaning she would be an executive on the board.
- QCFHC has made reservations to participate in the 'Fired Up!' Event to be held on September 29.
- QCFHC has agreed to sponsor a water station for the 5K/10K Annual Walking event on October 6.
- QCFHC has been asked to participate in the Harding Co Wellness Fair in October.

10. **Have you received any new funding? Are you aware of any new funding opportunities? Please describe any new initiatives or projects that have been implemented.**

None at this time.

Please note the date of the last advisory board meeting AND THE AGENDA ITEMS DISCUSSED.

Meeting was held on June 26, 2018

PMS Board Report -
Recruitment of New Members-
Regional Goals-
Clinic Update-
Home Visiting Update -
Updated Advisory Meeting Dates-

**RPHCA Program
Monthly Level of Operations Form**

revised 7/7/15

Organization Name: Presbyterian Medical Services		Contract #	18774
Reporting Site: Quay County Family Health Center		Report Month/Year:	08/01/18
Action Plan Item		Actual Monthly Level	
Level of Operations	Total Number of Primary Care Encounters	312	
	By Provider Type:		
	Physician Encounters	84	
	Midlevel Practitioner Encounters	215	
	Dentist Encounters		
	Dental Hygienist Encounters		
	Behavioral Health Encounters		
	All Other Licensed/Certified Provider Encounters	13	
	By Payment Source:		
	Sliding Fee Encounters - Medical/Behavioral Health	29	
	Sliding Fee Encounters - Dental		
	Medicaid Encounters - Medical/Behavioral Health	136	
	Medicaid Encounters - Dental		
	County Indigent Encounters		
Other 3 rd Party Encounters	60		
Medicare Encounters	84		
100% Self Pay (non-discounted/non-3 rd party) Encounters	3		
Unduplicated Number of Users	Total # of unduplicated users	106	
	At or Below Poverty	69	
	Between Poverty and 200% of Poverty	34	
	Above 200% of Poverty	3	
Staffing Level	Administrative Staff	3.2	
		Clinical FTEs	Admin FTEs
	Physicians	0.05	0.15
	Certified Nurse Practitioners	1	
	Physician Assistants		
	Certified Nurse Midwives		
	Dentists		
	Dental Hygienists		
	Behavioral Health Professionals		
	Community Health Workers		
	Clinical Support Staff	2.2	
All Other Staff	0.5		
Prior Month's Primary Care Financial Information	Please enter the month being reported: June		
	Total Primary Care Revenues - all sources	72,772	
	Sliding Fee Revenues - Medical	-789	
	Sliding Fee Revenues - Dental	0	
	Medicaid Revenues - Medical	22,302	
	Medicaid Revenues - Dental	0	
	County Indigent Fund Revenues	0	
	Other 3 rd Party Revenues	3,303	
	Medicare Revenues	7,252	
	100% Self Pay (non-discounted/non-3 rd party) Patient Revenues	-42	
	Contracts/Grants Revenues (including RPHCA)	40,746	
	Total Primary Care Expenditures	63,059	
	Total Primary Care Charges	51,786	
	Sliding Fee Discounts - Medical	5,340	
Sliding Fee Discounts - Dental	0		
Prepared by: C Renee Hayoz		9/10/2018	

Susana Martínez
Governor



M. Jay Mitchell
Cabinet Secretary

David Ceballes
Deputy Cabinet Secretary

DEPARTMENT OF HOMELAND SECURITY
AND EMERGENCY MANAGEMENT

Notice of Interest
State Mitigation Program

9/24/2018

Applicant Name: Quay County

Type of Applicant: Local Government

Project Point of Contact: Daniel Zamora

Phone #: (575)403-4788

Address: 300 S 3rd St Tucumcari, NM 88401

E-Mail Address: daniel.zamora@quaycounty-nm.gov

Provide a description of the proposed project or mitigation plan: *Please type your narrative description here. If you are proposing a construction or land disturbance project, include concept drawings and site plans. Attach additional pages as needed.*

Quay County is seeking funding remove a collection of salt cedars from a creek to mitigate the flooding of a roadway.

1. List the specific area affected by the project or plan (Counties, City/Town, Tribal Entity, street address): Pajarito Creek northwest of Tucumcari, New Mexico near Quay Road 64. (35°11'21.1"N 103°45'40.8"W)
2. Natural hazard(s) the project or plan mitigates: Flood Choose an item. Choose an item.
3. Total estimated cost of project or plan: \$100,000
4. Does applicant guarantee that non-federal match is available (25% of project cost standard)? Yes
5. Is the project covered by a FEMA approved mitigation plan? Yes
If yes, name of mitigation plan: Quay County and the City of Tucumcari Hazard Mitigation Plan
6. If this is a construction project, estimate the benefit-cost ratio (Benefits are the monetary value for future damages avoided. Costs equal all associated studies, project management, application development, etc.)
1

All information in this form is true and correct and the document has been duly approved by the governing body of the applicant.

Name/Title (print)

Richard D. Pincuse County Manager

Signature (Authorized Agent)

[Handwritten Signature]

This is not an application and does not constitute funding approval by DHSEM

Send to the State Mitigation Program at DHSEM.mitigation@state.nm.us

For questions or more information contact DHSEM.mitigation@state.nm.us or 505-476-9682

Susana Martinez
Governor



M. Jay Mitchell
Cabinet Secretary

David Ceballes
Deputy Cabinet Secretary

DEPARTMENT OF HOMELAND SECURITY
AND EMERGENCY MANAGEMENT

**Notice of Interest
State Mitigation Program**

9/24/2018

Applicant Name: Quay County

Type of Applicant: Local Government

Project Point of Contact: Daniel Zamora

Phone #: (575)403-4788

Address: 300 S 3rd St Tucumcari, NM 88401

E-Mail Address: daniel.zamora@quaycounty-nm.gov

Provide a description of the proposed project or mitigation plan: *Please type your narrative description here. If you are proposing a construction or land disturbance project, include concept drawings and site plans. Attach additional pages as needed.*

Quay County is seeking funding to equip 15 rural fire stations with generators to ensure response capabilities.

1. List the specific area affected by the project or plan (Counties, City/Town, Tribal Entity, street address):
Quay County
2. Natural hazard(s) the project or plan mitigates: Wildfire Other Choose an item.
3. Total estimated cost of project or plan: \$75,000
4. Does applicant guarantee that non-federal match is available (25% of project cost standard)? Yes
5. Is the project covered by a FEMA approved mitigation plan? Yes
If yes, name of mitigation plan: Quay County and the City of Tucumcari Hazard Mitigation Plan
6. If this is a construction project, estimate the benefit-cost ratio (Benefits are the monetary value for future damages avoided. Costs equal all associated studies, project management, application development, etc.)
1

All information in this form is true and correct and the document has been duly approved by the governing body of the applicant.

Name/Title (print)

Richard D. Primrose, County Manager

Signature (Authorized Agent)

Richard D. Primrose

This is not an application and does not constitute funding approval by DHSEM

Send to the State Mitigation Program at DHSEM.mitigation@state.nm.us

For questions or more information contact DHSEM.mitigation@state.nm.us or 505-476-9682