

## QUAY COUNTY GOVERNMENT

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### AGENDA REGULAR SESSION QUAY COUNTY BOARD OF COMMISSIONERS November 22, 2021

#### 9:00 A.M. Call Meeting to Order

Pledge of Allegiance

Approval of Minutes-Regular Session November 8, 2021

Approval/Amendment of Agenda

#### Public Comment

- I. **Request for Closed Executive Session**
  - Pursuant to Section 12-6-5 NMSA 1978 of the Audit Act for Audit Exit Conference with CRI CPAs
- II. **Franklin McCasland, Quay County Commission Chairman**
  - Proposed action, if any, from Executive Session

#### New Business

- III. **Renee Hayoz, Presbyterian Medical Services Administrator**
  - Presentation of Monthly RPHCA Reports
- IV. **Daniel Zamora, Quay County Manager**
  - Correspondence
- V. **INDIGENT CLAIMS BOARD**
  - Call Meeting to Order
  - Request Approval of Indigent Minutes for the October 25, 2021 Meeting
  - Indigent Claims as prepared by Sheryl Chambers
  - Adjourn



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Quay County, NM Ellen White - County Clerk, County Cler

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## REGULAR SESSION-BOARD OF QUAY COUNTY COMMISSIONERS

November 22, 2021

9:00 A.M.

BE IT REMEMBERED THE HONORABLE BOARD OF QUAY COUNTY COMMISSIONERS met in regular session the 22<sup>nd</sup> day November, 2021 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  
Robert Lopez, Member  
Jerri Rush, Member  
Ellen L. White, County Clerk  
Daniel Zamora, County Manager

### OTHERS PRESENT:

Cheryl Simpson, Quay County Finance Director  
Pasty Gresham, Quay County Treasurer  
Renee Hayoz, Presbyterian Medical Services Administrator  
Richard Primrose, Quay County Consultant  
James Kleinsasser, Quay County Chief Deputy Assessor  
Doyle & Kathleen Frasier, Quay County residents  
Will & Debbie Sims, Quay County residents  
Ron Warnick, Quay County Sun

Chairman McCasland called the meeting to order. James Kleinsasser led the Pledge of Allegiance.

A MOTION was made by Robert Lopez, SECONDED by Jerri Rush to approve the November 8 2021 regular session minutes. MOTION carried with Lopez voting "aye", Rush voting "aye" and McCasland voting "aye".

County Manager, Daniel Zamora, requested item No. 1 be moved to No. 7 on the Agenda. A MOTION was made by Robert Lopez, SECONDED by Jerri Rush to approve the Agenda with the amendments. MOTION carried with Lopez voting "aye", Rush voting "aye" and McCasland voting "aye".

### Public Comments:

Chairman McCasland presented a plaque to Doyle and Kathleen Frasier in honor of their recent statewide recognition as one of NM Magazines 2021 Heroes of the year.

**VI. Request Approval of Accounts Payable**

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

**Adjourn**

*Lunch-Time and Location to be Announced*

NEW BUSINESS:

Renee Hayoz, PMS Administrator presented the monthly RPHCA Reports for October. A copy of the Report is attached.

Hayoz provided the following updates regarding the PMS Clinic:

1. The clinic has vacancies for a Medical Assistant and Behavioral Health Interventionist.
2. The clinic has received 100 doses of the pediatric Pfizer vaccinations. To date, 47 kids have been vaccinated.
3. A booster event is being planned for adults on December 8<sup>th</sup>. Details will be forthcoming.

Quay County Manager, Daniel Zamora presented the following items of correspondence:

1. Monthly Gross Receipts Tax Report for November.
2. Received the official award letter from the Department of Homeland Security for the Rural Fire Department Grants totaling \$853,435.00.

Chairman McCasland called the Indigent Claims Board to order. Time noted 9:15 a.m.

---INDIGENT BOARD MEETING---

Indigent Claims Board was adjourned and the Board returned to regular session. Time noted 9:20 a.m.

A MOTION was made by Jerri Rush, SECONDED by Robert Lopez to approve the expenditures included in the Accounts Payable Report ending November 18, 2021. MOTION carried with Lopez voting "aye", Rush 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 Robert Lopez, SECONDED by Jerri Rush to go into Executive Session pursuant to the following item(s):

- Section 12-6-5 NMSA 1978 Audit Act for Audit Exit Conference

THE MOTION carried with Lopez voting "aye", Rush voting "aye" and McCasland voting "aye".

Time noted 9:25 a.m.

---Executive Session---

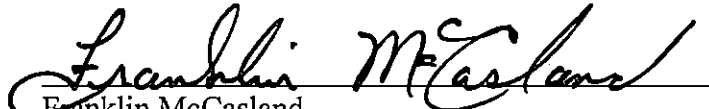
Note: CRI CPA's appeared via zoom

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

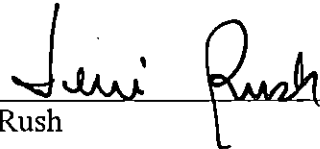
There being no further business, a MOTION was made by Robert Lopez SECONDED by Jerri Rush to adjourn. MOTION carried with Lopez voting "aye", Rush voting "aye" and McCasland voting "aye". Time noted 9:45 a.m.

Respectfully submitted by Ellen White, County Clerk.

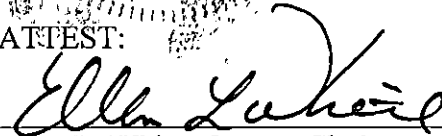
BOARD OF QUAY COUNTY COMMISSIONERS

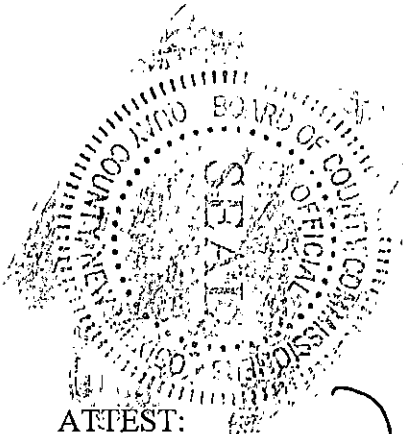
  
Franklin McCasland

\_\_\_\_\_  
Robert Lopez

  
Jerri Rush

ATTEST:

  
Ellen L. White, County Clerk



RPHCA Program  
Monthly Level of Operations Form

revised 7/7/15

<b>Organization Name: Presbyterian Medical Services</b>		<b>Contract #</b>	23169
<b>Reporting Site: Quay County Family Health Center</b>		<b>Report Month/Year:</b>	10/01/21
<b>Action Plan Item</b>		<b>Actual Monthly Level</b>	
<b>Level of Operations</b>	Total Number of Primary Care Encounters		367
	By Provider Type:		
	Physician Encounters		0
	Midlevel Practitioner Encounters		367
	Dentist Encounters		
	Dental Hygienist Encounters		
	Behavioral Health Encounters		
	All Other Licensed/Certified Provider Encounters		
	By Payment Source:		
	Sliding Fee Encounters - Medical/Behavioral Health		40
	Sliding Fee Encounters - Dental		
	Medicaid Encounters - Medical/Behavioral Health		89
	Medicaid Encounters - Dental		
	County Indigent Encounters		
	Other 3 <sup>rd</sup> Party Encounters		105
Medicare Encounters		128	
100% Self Pay (non-discounted/non-3 <sup>rd</sup> party) Encounters		5	
<b>Unduplicated Number of Users</b>	Total # of unduplicated users		127
	At or Below Poverty		64
	Between Poverty and 200% of Poverty		48
	Above 200% of Poverty		15
<b>Staffing: Level</b>	Administrative Staff		3
		Clinical FTEs	
		Admin FTEs	
	Physicians		
	Certified Nurse Practitioners		2
	Physician Assistants		
	Certified Nurse Midwives		
	Dentists		
	Dental Hygienists		
	Behavioral Health Professionals		0
	<del>Community Health Workers</del>		
Clinical Support Staff		2	
All Other Staff		0.5	
<b>Prior Month's Primary Care Financial Information</b>	<b>Please enter the month being reported: June</b>		
	Total Primary Care Revenues - all sources		77,668
	Sliding Fee Revenues - Medical		784
	Sliding Fee Revenues - Dental		0
	Medicaid Revenues - Medical		22,148
	Medicaid Revenues - Dental		0
	County Indigent Fund Revenues		0
	Other 3 <sup>rd</sup> Party Revenues		17,735
	Medicare Revenues		4,581
	100% Self Pay (non-discounted/non-3 <sup>rd</sup> party) Patient Revenues		41
	Contracts/Grants Revenues (including RPHCA)		32,379
	Total Primary Care Expenditures		94,580
	Total Primary Care Charges		93,136
	Sliding Fee Discounts - Medical		12,737
Sliding Fee Discounts - Dental		0	
Prepared by: C Renee Hayoz		11/4/2021	

Clinic/Program Name: Quay County Family Health Center  
Month Reported: October 2021

**Monthly RPHCA Narrative Report**

*Please provide brief but detailed information for the following questions. Answer all questions or mark N/A. Remember: This document is used by the State to monitor your performance under the terms of our contract.*

1. **Please describe any changes in the types of services provided during the month reported. Describe any discussions about adding new services. Please comment on any changes to the following areas of service:** BH Interventionist vacancy has been posted.
2. **Please describe any difficulties encountered in providing services during the month reported. What were the causes of the difficulties?** No difficulties in providing services. BH Interventionist and MA vacancy have been posted
3. **Were there any changes in the encounters (+ or - 10%) from the previous month reported? Please explain any causes for the changes.** We had a drop of about 13% in encounters for the month of October. This is due to the amount of high absences from the providers.
4. **Please describe any changes in the staffing pattern (regardless of the position or the change in FTE). Note: Please keep this information CURRENT. List only current vacancies or changes in FTE. For example, if you made a change in FTE that was previously reported, there is no need to keep reiterating it.**  
BH Interventionist vacancy was posted on 10/14/21. MA vacancy was posted on 10/21/21.
5. **Please describe recruitment efforts for any positions. Which positions? What actions have been taken? Note: This information should be for current vacancies, or for upcoming vacancies that you are aware of. If a position remains open, you should continue to report what is being done in recruitment until the position is filled.**  
Through PMS website and local FB page for job vacancies.
6. **Were there any changes to the hours? Explain.** No changes were made to schedule. Hours continue to be Monday -Friday from 7:00 AM to 5:30 PM.
7. **What efforts did you make to collaborate with local and statewide entities? (Examples: discussions with other agencies, formal & informal agreements, contact with DOH, Local partners. Community Stakeholders, etc.) Please describe any issues or problems you may have encountered with collaboration efforts.**

We continue to provide medical services to the inmates at the Quay Co Detention Center. Administrator is also on the Executive Board with the Quay Co Health Council.

8. **Please describe any methods for increasing clinic utilization that your program and staff are engaging in.** We are providing COVID testing Monday – Friday and COVID Vaccinations on Thursdays from 2-4 PM.
  
9. **Please describe the outreach activities your program and staff provided to the community during the month reported.** Flu Vaccine Event for the Quay County seniors on 10/28/21. Flu Vaccines are also offered during COVID vaccine days.
  
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.** No new funding has been received other then RPHCA funds.
  
11. **Please note the date of the last advisory board meeting AND THE AGENDA ITEMS DISCUSSED.** *Note: You do not need to send a copy of your meeting minutes, but you do need to give a brief recap of what was discussed at the last meeting. This information should stay the same until your next meeting occurs. Were there any changes of board members? What is the date of the next meeting?*

September 15, 2021

Dental Access

Advisory Board Member Engagement

Recap of PMS Board Meeting

Clinic Update

- Introduction of Patricia Stull, BH Interventionist
- Staffing Levels
- Flu Vaccine Availability
- Sophia Machine to test for rapid COVID, SAR, Flu A/B
- Flooding of Clinic
- Demand for COVID Vaccines
- Facemask requirement for all staff regardless of vaccination status
- Possible mandate for PMS employees
- 80% of PMS staff vaccinated
- Monthly Encounters increasing monthly

Home Visiting

- Enrollment Numbers dropped to 7
- Staffing Levels dropped to 50%
- Program Update

Future Meetings

- Meetings continue on Wednesdays
- Renee will send out several dates for last quarter meeting



