

Quay County Government

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AGENDA
REGULAR SESSION
QUAY COUNTY BOARD OF COMMISSIONERS
May 22, 2023

9:00 A.M. Call Meeting to Order

Pledge of Allegiance

Approval of Minutes-Regular Session May 8, 2023

Approval/Amendment of Agenda

Public Comment

Ongoing Business

New Business

- I. **Renee Hayoz, PMS Administrator**
 - Presentation of **Monthly RPHCA Reports**

- II. **Stephan Salas, Quay County Road Superintendent**
 - **Road Update**

- III. **Cheryl Simpson, Quay County Finance Director**
 - Request Approval of **FY 2023-2024 Preliminary Budget**

- IV. **Daniel Zamora, Quay County Manager**
 - Presentation of **May 2023 GRT Report**
 - **Manager's Report**

- V. **Indigent Claims Board**
 - **Call Meeting to Order**
 - Request Approval of **Indigent Minutes for April 24, 2023**
 - **Request Approval of Claims**
 - **Adjourn**

- VI. **Approval of Accounts Payable**

- VII. **Commissioner Comments**

Adjourn



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



REGULAR SESSION-BOARD OF QUAY COUNTY COMMISSIONERS

**May 22, 2023
9:00 A.M.**

BE IT REMEMBERED THE HONORABLE BOARD OF QUAY COUNTY COMMISSIONERS met in regular session the 8th day May, 2023 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:

Robert Lopez, Chairman
Jerri Rush, Member
Brian Fortner, Member
Veronica Manley, Chief Deputy County Clerk
Daniel Zamora, County Manager

OTHERS PRESENT:

Cheryl Simpson, Quay County Finance Director
Lucas Bugg, Quay County Fire Marshal
Dana Leonard, Quay County Assessor Appointee
Samantha Salas, Administrative Assistant to County Manager
Larry Moore, Quay County Road Superintendent
Stephen Salas, Quay County Road Department
Richard Primrose, Quay County Consultant
Lucas Bugg, Quay County Fire Marshal
C Renee Hayoz, Presbyterian Medical Services Administrator
Ron Warnick, Quay County Sun
Allen Moss, President of Mesalands Community College
Dennis Garcia, Quay County Sheriff

Chairman Lopez called the meeting to order.

Richard Primrose led the Pledge of Allegiance.

A MOTION was made by Jerri Rush SECONDED by Brian Fortner to approve the May 8, 2023 regular session minutes. MOTION carried with Rush voting "aye", Lopez voting "aye" and Fortner voting "aye".

Public Comments: Allen Moss Mesalands Community College President gave an update. Moss reported they received their appropriation from Legislature for \$3,000,000, which will get them through the year. The college had their first graduation in 4 years and pinning ceremony for the CNA and Phlebotomy program. Moss introduced Richard Primrose as the new Board Member and Chairman for Mesalands Community College.

NEW BUSINESS:

Renee Hayoz, Presbyterian Medical Services Administrator, presented monthly RPHCA report. A copy of report is attached to these minutes. Hayoz reported they had 370 monthly encounters and they also saw 147 inmates for the 1st quarter of the year. Hayoz reported Franklin McCasland was the newly elected Chairman of the PMS Board of Directors. She also reported masks are only required in the building if you have Covid symptoms.

Quay County Road Superintendent, Stephen Salas, gave the following Road Department report:

- The low water crossing will be complete next week.
- Quay Rd 63 and Quay Rd AP. Zamora signed a change order to push the project 1550 feet south of Quay Road AP.
- Quay Rd Q was completed last week.
- Quay Rd Y will be completed tomorrow or Wednesday.
- Crews working in Nara Visa area.
- Salas will be advertising for all positions the beginning of the fiscal year with the new pay increase for each position.

Cheryl Simpson, Quay County Finance Director requested approval of the FY 2023-2024 Preliminary Budget. A MOTION was made by Jerri Rush, SECONDED by Brian Fortner to approve the budget. MOTION carried with Rush voting "aye", Fortner voting "aye" and Lopez voting "aye". A copy of the preliminary budget is attached.

Daniel Zamora, Quay County Manager presented the May 2023 GRT report. A copy is attached.

County Manager Correspondence:

- Zamora is working on getting Lobbyist quotes. He reached out to NMC for recommendations of lobbyist.
- Commissioner Fortner and Zamora attended a meeting for Broadband access and expansion in Springer on May 11, 2023. The funding for broadband from the Federal Government to the State will be used in rural areas.
- Zamora virtually attended the Xcel Energy Southwest Public Service Company Integrated Resource Plan Stake Holder orientation.
- Zamora plans on attending the Eastern Plains Council of Government meeting on June 7, 2023 at 10am.
- The County has spent \$80,000 on Plateau for recurring bills and year to date has spent \$40,000.
- Eastern Plains Council Government and United Way applied for a Grant for increase access to behavioral and mental health services for Detention Centers in Quay, Debaca, Curry and Roosevelt Counties.

Chairman Lopez called the Indigent Claims Board to order. Time noted 9:29 a.m.

---INDIGENT BOARD MEETING---

Indigent Claims Board was adjourned and the Board returned to regular session. Time noted 9:30 a.m.

A MOTION was made by Jerri Rush, SECONDED by Brian Fortner to approve the expenditures included in the Accounts Payable Report ending May 18, 2023. MOTION carried with Rush voting "aye", Lopez voting "aye" and Fortner voting "aye".

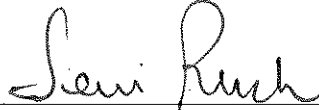
Other Quay County Business That May Arise during the Commission Meeting and/or comments from the Commissioners: NONE

There being no further business, a MOTION was made by Jerri Rush SECONDED by Brian Fortner to adjourn. MOTION carried with Rush voting "aye", Fortner voting "aye" and Lopez voting "aye". Time noted 9:32 a.m.

Respectfully submitted by Veronica Manley, Chief Deputy Clerk.

BOARD OF QUAY COUNTY COMMISSIONERS

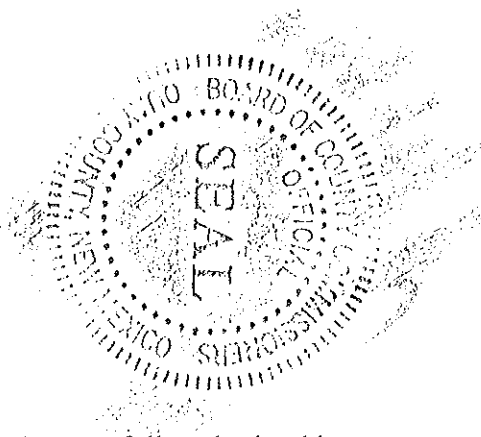
Robert Lopez, Chairman



Jerri Rush, Member



Brian Fortner, Member



Respectfully submitted by
Veronica Manley, Chief Deputy Clerk

ATTEST:



Ellen White, County Clerk

RPHCA Program
Monthly Level of Operations Form

revised 7/7/15

Organization Name: Presbyterian Medical Services		Contract #	23169	
Reporting Site: Quay County Family Health Center		Report Month/Year:	04/01/23	
Action Plan Item		Actual Monthly Level		
Level of Operations	Total Number of Primary Care Encounters			
	By Provider Type:			
	Physician Encounters		370	
	Midlevel Practitioner Encounters			
	Dentist Encounters			
	Dental Hygienist Encounters			
	Behavioral Health Encounters			
	All Other Licensed/Certified Provider Encounters			
	By Payment Source:			
	Sliding Fee Encounters - Medical/Behavioral Health		24	
	Sliding Fee Encounters - Dental			
	Medicaid Encounters - Medical/Behavioral Health		136	
	Medicaid Encounters - Dental			
	County Indigent Encounters			
	Other 3 rd Party Encounters		106	
Medicare Encounters		101		
100% Self Pay (non-discounted/non-3 rd party) Encounters		3		
Unduplicated Number of Users	Total # of unduplicated users		78	
	At or Below Poverty		34	
	Between Poverty and 200% of Poverty		32	
	Above 200% of Poverty		12	
Staffing Level	Administrative Staff		3.2	
		Clinical FTEs	Admin FTEs	
	Physicians			
	Certified Nurse Practitioners		2.5	
	Physician Assistants			
	Certified Nurse Midwives			
	Dentists			
	Dental Hygienists			
	Behavioral Health Professionals		1	
	Community Health Workers			
	Clinical Support Staff		3	
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		107,674	
	Sliding Fee Revenues - Medical		6,337	
	Sliding Fee Revenues - Dental		0	
	Medicaid Revenues - Medical		38,191	
	Medicaid Revenues - Dental		0	
	County Indigent Fund Revenues		0	
	Other 3 rd Party Revenues		9,044	
	Medicare Revenues		15,672	
	100% Self Pay (non-discounted/non-3 rd party) Patient Revenues		334	
	Contracts/Grants Revenues (including RPHCA)		38,096	
	Total Primary Care Expenditures		100,830	
	Total Primary Care Charges		110,998	
Sliding Fee Discounts - Medical		12,888		
Sliding Fee Discounts - Dental		0		
Prepared by: C Renee Hayoz		5/4/2023		

RPHCA Monthly Staffing Pattern

Month: April 2023
Site: QUAY COUNTY FAMILY HEALTH CENT

If you are using a Locum provider, please include them in your monthly staffing with their actual FTE for the month

Position/Title	Budgeted FTE	Actual FTE (for the month being reported)	Locum Provider Y/N
Administrator	1	1	N
Medical Director/CNP	0.5	0.5	N
CNP	1.5	1.5	N
Certified Medical Assistant	2	2	N
Medical Assistant I	1	1	N
Custodian	0.5	0.5	N
BH Interventionist	1	1	N
Customer Access Rep	2	2	N
TOC CAR	0.2	0.2	N

Clinic/Program Name: Quay County Family Health Center
Month Reported: April 2023

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:** No changes have been made in the changes we are providing.
2. **Please describe any difficulties encountered in providing services during the month reported. What were the causes of the difficulties?** FTE Status, PTO and meetings
3. **Were there any changes in the encounters (+ or - 10%) from the previous month reported? Please explain any causes for the changes.** Encounters for the month of April were 370 which is well below our budgeted goal of 438. Encounters are being closely monitored and reports sent to CARs twice a week updating them on the status of the encounters for each provider.
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.**
No changes.
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.**
We currently do not have any 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 Cl.

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 every other Wednesdays from 7-9 AM. COVID Home Test Kits are being given to patients upon checkout.
9. **Please describe the outreach activities your program and staff provided to the community during the month reported.** Health Council attendance by Admin and SBIRT.
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?**

February 3, 2023

Introduction/Welcome

- Introduction of all members
- Community Feedback

2022 Goals

- Continued development of BH services with Real Presence for Rio Rancho patients. SBIRT has a small case of 2 patients for therapy.
- Discussion of expanding Dental Services in Tucumcari. Quay County was unable to move forward with seeking funds for the dental program. Currently they are pursuing funding for the hospital and seeking funds for the dental program would cancel out any funds for the hospital.
- Board Member Engagement. QCFHC has the most active guidance council in Central Region.
- Engagement Survey – Central Regions lowest score in the survey was around communication and action. Collectively each site has put forth together a plan to address these low scoring areas.

Clinic Update

- Staffing
- Monthly Encounters budgeted for the month is 437 for medical and 67 for SBIRT.
- Tucumcari will be hosting the Central Region Admin Meeting in April

Home Visiting

- Vacancy hiring for P/T employee, no applications have been received.
- Enrollment Numbers. New home visitor has ramped up her patient case to 15.
- Outreach will begin now that the pandemic restrictions have been lifted.

**State of New Mexico
Local Government Budget Management System (LGBMS)**

**Budget Recap -
- Interim - Entity**

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Fund	Cash	Investments	Revenues	Transfers	Expenditures	Balance	Reserves	Adjusted Balance
11000 General Operating Fund	1,580,127.00	0.00	4,358,858.00	-1,230,493.00	3,093,613.00	1,614,879.00	773,403.25	841,475.75
20200 Environmental	198,407.00	0.00	30,940.00	0.00	71,200.00	158,147.00	0.00	158,147.00
20300 County Property Valuation	227,123.00	0.00	86,363.00	0.00	85,530.00	227,956.00	0.00	227,956.00
20400 County Road	543,886.00	0.00	1,032,794.00	752,000.00	2,146,618.00	182,062.00	178,884.83	3,177.17
20600 Emergency Medical Services	500.00	0.00	12,033.00	0.00	12,033.00	500.00	0.00	500.00
20800 Farm & Range	512.00	0.00	45.00	0.00	250.00	307.00	0.00	307.00
20900 Fire Protection	2,768,402.00	0.00	1,104,215.00	-197,687.00	2,268,547.00	1,406,383.00	0.00	1,406,383.00
21100 Law Enforcement Protection	0.00	0.00	105,500.00	0.00	105,500.00	0.00	0.00	0.00
21800 Intergovernmental Grants	39,078.00	0.00	116,083.00	29,493.00	168,571.00	16,083.00	0.00	16,083.00
22000 Indigent Fund	496,486.00	0.00	355,000.00	-100,000.00	303,000.00	448,486.00	0.00	448,486.00
22100 Hospital Gross Receipts Tax	1,308,399.00	0.00	1,350,955.00	-210,000.00	2,132,700.00	316,654.00	0.00	316,654.00
22300 DWI Fund	8,080.00	0.00	119,605.00	0.00	120,332.00	7,353.00	0.00	7,353.00
22500 Clerks Recording & Filing Fund	39,465.00	0.00	12,000.00	0.00	29,000.00	22,465.00	0.00	22,465.00
22600 Jail - Detention	178,147.00	0.00	497,000.00	1,020,000.00	1,642,601.00	52,546.00	0.00	52,546.00
22700 County Emergency Communications and Medical & Behavioral Health GRT	678,219.00	0.00	587,604.00	0.00	607,603.00	658,220.00	0.00	658,220.00
26000 American Rescue Plan Act	1,248,698.00	0.00	0.00	0.00	1,248,600.00	98.00	0.00	98.00
27000 LG Abatement Opioid Fund	103,092.00	0.00	0.00	0.00	0.00	103,092.00	0.00	103,092.00
29000 Local Assistance Tribal Consistency Fund-LATCF	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0.00	50,000.00

29900 Other Special Revenue	428,272.00	0.00	175,620.00	165,000.00	542,650.00	226,242.00	0.00	226,242.00
30200 CDBG (HUD) Project	67,836.00	0.00	0.00	0.00	30,118.00	37,718.00	0.00	37,718.00
30300 State Legislative Appropriation Project	0.00	0.00	171,438.00	0.00	171,438.00	0.00	0.00	0.00
30400 Road/Street Projects	88,284.00	0.00	4,500.00	0.00	0.00	92,784.00	0.00	92,784.00
39900 Other Capital Projects	2,192,452.00	0.00	15,000.00	-650,000.00	300,000.00	1,257,452.00	0.00	1,257,452.00
40400 NMFA Loan Debt Service	185,623.00	0.00	260,000.00	421,687.00	681,687.00	185,623.00	0.00	185,623.00
Totals	12,431,088.00	0.00	10,395,553.00	0.00	15,761,591.00	7,065,050.00	952,288.08	6,112,761.92

Account Number	Account Title	2017-18 Pri Year 5 Actual	2018-19 Pri Year 4 Actual	2019-20 Pri Year 3 Actual	2020-21 Pri Year 2 Actual	2021-22 Pri Year Actual	2022-23 Cur Year Budget	2022-23 Cur Year Actual	2023-24 Fut Year Budget
General Fund									
General Fund									
	Total General Fund:	3,337,554	3,720,584	3,975,849	4,147,809	4,676,794	4,232,603	3,945,366	4,358,858
Administration									
	Total Administration:	711,521	790,044	818,613	810,032	859,152	918,628	726,770	972,106
Maint - Courthouse									
	Total Maint - Courthouse:	122,327	119,731	143,802	118,897	133,001	157,457	132,058	180,147
Maint - Exhibit Center									
	Total Maint - Exhibit Center:	120,236	121,324	150,942	130,952	134,296	170,941	139,531	192,551
Recording & Filing									
	Total Recording & Filing:	175,475	179,531	180,954	176,639	205,466	215,242	180,017	220,614
Probate									
	Total Probate:	18,533	20,237	21,197	20,998	20,733	22,424	18,387	22,937
Bureau of Elections									
	Total Bureau of Elections:	15,979	25,142	49,341	14,655	29,065	54,025	24,377	54,025
Property Assessment									
	Total Property Assessment:	176,761	187,973	197,065	197,361	203,932	214,190	182,329	212,572
Collections									
	Total Collections:	149,265	156,731	160,848	173,602	184,906	200,275	177,349	215,825
Law Enforcement									
	Total Law Enforcement:	618,727	687,839	728,583	713,415	661,546	766,321	731,628	816,836
Computer Department									
	Total Computer Department:	118,986	100,773	98,678	126,054	108,803	189,000	153,070	206,000
General Fund Transfers									
	Total General Fund Transfers:	1,152,129	1,379,606	1,263,057	1,346,736	1,909,187	1,227,877	770,000	1,230,493
	General Fund Revenue Total:	3,337,554	3,720,584	3,975,849	4,147,809	4,676,794	4,232,603	3,945,366	4,358,858
	General Fund Expenditure Total:	3,379,940	3,768,930	3,813,080	3,829,341	4,450,087	4,136,380	3,235,514	4,324,106
	Net Total General Fund:	42,386-	48,347-	162,769	318,468	226,707	96,223	709,852	34,752

Road Fund

Road Fund

Account Number	Account Title	2017-18 Pri Year 5 Actual	2018-19 Pri Year 4 Actual	2019-20 Pri Year 3 Actual	2020-21 Pri Year 2 Actual	2021-22 Pri Year Actual	2022-23 Cur Year Budget	2022-23 Cur Year Actual	2023-24 Fut Year Budget
Total Road Fund:		1,039,267	1,554,753	1,127,107	1,126,592	1,112,845	1,000,053	1,001,417	1,032,794
Road Department									
Total Road Department:		1,131,395	1,183,125	1,397,575	1,004,882	1,601,104	2,541,488	1,322,261	2,146,618
Road Fund Transfers									
Total Road Fund Transfers:		141,746	117,742-	19,262	30,825	968,749-	755,786-	204,729	752,000-
Road Fund Revenue Total:		1,039,267	1,554,753	1,127,107	1,126,592	1,112,845	1,000,053	1,001,417	1,032,794
Road Fund Expenditure Total:		1,273,141	1,065,383	1,416,837	1,035,707	632,355	1,785,702	1,526,989	1,394,618
Net Total Road Fund:		233,874-	489,371	289,730-	90,885	480,490	785,649-	525,573-	361,824-
Farm & Range Fund									
Farm & Range Fund									
Total Farm & Range Fund:		58	.00	86	42	54	45	23	45
Farm & Range Fund									
Total Farm & Range Fund:		.00	.00	.00	.00	.00	250	.00	250
Farm & Range Fund Revenue Total:		58	.00	86	42	54	45	23	45
Farm & Range Fund Expenditure Total:		.00	.00	.00	.00	.00	250	.00	250
Net Total Farm & Range Fund:		58	.00	86	42	54	205-	23	205-
Health Care Assistance Fund									
Health Care Assistance Fund									
Total Health Care Assistance Fund:		285,777	352,249	326,453	353,130	400,342	301,000	390,445	355,000
Health Care Assistance Fund									
Total Health Care Assistance Fund:		227,512	207,705	226,562	229,553	262,580	306,500	243,671	303,000
Health Care Transfers									
Total Health Care Transfers:		.00	.00	.00	250,000	100,000	100,000	.00	100,000
Health Care Assistance Fund Revenue Total:		285,777	352,249	326,453	353,130	400,342	301,000	390,445	355,000
Health Care Assistance Fund Expenditure Total:		227,512	207,705	226,562	479,553	362,580	406,500	243,671	403,000
Net Total Health Care Assistance Fund:		58,264	144,544	99,890	126,422-	37,762	105,500-	146,774	48,000-

Fire District No 1 Fund

Account Number	Account Title	2017-18 Pri Year 5 Actual	2018-19 Pri Year 4 Actual	2019-20 Pri Year 3 Actual	2020-21 Pri Year 2 Actual	2021-22 Pri Year Actual	2022-23 Cur Year Budget	2022-23 Cur Year Actual	2023-24 Fut Year Budget
Fire District No 1 Fund									
	Total Fire District No 1 Fund:	116,572	219,249	123,943	140,940	127,787	427,776	438,944	138,179
Fire District No 1									
	Total Fire District No 1:	68,180	61,610	219,479	77,448	64,766	388,250	51,012	512,750
Rural 1 Transfers									
	Total Rural 1 Transfers:	25,270	25,131	24,792	24,853	25,164	17,765	25,172	17,765
	Fire District No 1 Fund Revenue Total:	116,572	219,249	123,943	140,940	127,787	427,776	438,944	138,179
	Fire District No 1 Fund Expenditure Total:	93,450	86,741	244,271	102,301	89,930	406,015	76,184	530,515
	Net Total Fire District No 1 Fund:	23,122	132,509	120,328-	38,638	37,856	21,761	362,760	392,336-
Fire District No 2 Fund									
Fire District No 2 Fund									
	Total Fire District No 2 Fund:	75,040	78,546	230,176	82,681	224,071	312,743	321,631	89,468
Fire District No 2									
	Total Fire District No 2:	27,851	42,000	320,783	58,341	96,746	426,920	120,595	350,832
Rural 2 Transfers									
	Total Rural 2 Transfers:	13,888	13,764	8,180	21,831	30,480	22,108	13,623	22,108
	Fire District No 2 Fund Revenue Total:	75,040	78,546	230,176	82,681	224,071	312,743	321,631	89,468
	Fire District No 2 Fund Expenditure Total:	41,739	55,764	328,963	80,172	127,226	449,028	134,218	372,940
	Net Total Fire District No 2 Fund:	33,301	22,782	98,787-	2,509	96,845	136,285-	187,413	283,472-
Fire District No 3 Fund									
Fire District No 3 Fund									
	Total Fire District No 3 Fund:	75,463	79,624	82,194	303,300	79,581	83,143	89,766	89,868
Fire District No 3									
	Total Fire District No 3:	26,136	22,156	32,679	466,736	27,795	46,850	31,106	55,850
Rural 3 Transfers									
	Total Rural 3 Transfers:	18,878	18,715	18,600	23,850	24,086	24,087	21,987	24,087
	Fire District No 3 Fund Revenue Total:	75,463	79,624	82,194	303,300	79,581	83,143	89,766	89,868
	Fire District No 3 Fund Expenditure Total:	45,014	40,871	51,279	490,586	51,881	70,937	53,093	79,937
	Net Total Fire District No 3 Fund:	30,449	38,753	30,915	187,286-	27,700	12,208	36,673	9,931