

**Sandoval County Community Health Alliance  
Meeting Minutes**

**Wednesday, December 9, 2009**

10:00am - 12:00pm

Sandoval County Health Commons, Bernalillo NM

Attendees: Rosemary Anslow; Maggie Greenberg; Richard Kozoll, MD;  
Dick Mason; Dixie Trebbe;  
Angela Burbidge; Tim Lopez

Guests: Clay Holderman; Barbara Overman; Pat Payne; Marjorie Schwartz

1. Presbyterian Hospital Update

Clay Holderman, Presbyterian Health Care Services

Clay Holderman, Administrator for Presbyterian Rio Rancho Medical Center (RRMC), made a presentation regarding the progress of construction and other operating plans for the new hospital. The hospital is scheduled to open approximately one year and ten months from this meeting date. Currently, Presbyterian has a full service Emergency Department and an Urgent Care in Rio Rancho. Combined, these facilities see more than 200 patients each day. Construction of the new hospital has already begun. The facility will open with 66 inpatient beds and will eventually have 90 inpatient beds. The property site for the RRMC campus is 66 acres. Planned services include Mother Baby Care, Newborn, Obstetrics, Neonatal Care, Critical Care, Intensive Care; Surgery and Surgical Care (including 8 OR's; 4 ready on opening day), General Medical Care; Emergency Care, Imaging Services and Outpatient Surgical Services.

Construction is expected to create approximately 2500 construction jobs. A Quarter 4 2011 opening is expected to create approximately 400 permanent healthcare jobs. The Westside Patient Advisory Group has been functioning for three years and consults Presbyterian on design aspects and other healthcare service issues. A Hospital Advisory Board for the RRMC will be implemented in 2011 and will function as a governance board. A Sandoval County representative will occupy two seats on the Advisory board. Ambulance service continues to be a challenge to northern Sandoval County.

The PowerPoint presentation provided at the meeting will be posted to the Sandoval Health website.

2. Nurse-managed Center at Sandoval County Health Commons

Barbara Overman, UNM College of Nursing

Barbara Overman presented a developing proposal to offer prenatal and primary care in Sandoval County in conjunction with education emphasis at the College of Nursing for specific prenatal certifications. Family nurse practitioners and midwives, both faculty and nurse students, would operate a Nurse Managed Center and interact with services already offered at the Health Commons to facilitate better outcomes for target populations and to reach populations in the county that may not already have links to

providers. Funding is being requested via a federal HRSA grant and it was requested that Alliance support for the proposed program be given in the form of a support letter.

There was discussion about practical approaches of providing the services and referrals within the program and extending to the appropriate target population and communities.

General consensus supported issuing a letter of support from the Alliance for the grant proposal associated with the program described. Due to attendance below a quorum level, an email poll will be distributed to Alliance members to secure a vote of approval.

3. Alliance Coordinator Report  
Angela Burbidge

Angela Burbidge was recently hired as Health Alliance Coordinator. Angela has been with the County for just over one month. Emphasis for work over the coming year is to engage with the community and make communities aware of available resources. Angela gave a brief description of her background in Health Care and activities related to health care and health services quality improvement.

4. Indigent Fund Report  
Peggy Cote

The Indigent Fund report was deferred for another meeting date. New regulations for the Sandoval County Health Care Assistance Program (Indigent Fund) were passed in November. It was requested that the Indigent Fund Coordinator attend a future meeting to provide an update about the program.

5. 4 year Community Health Council Grant  
Tim Lopez

A request for Proposals for New Mexico Health Councils was made available in mid November. Proposals are due to the New Mexico Department of Health (DOH), Office of Health Promotion and Community Health Improvement (OHPCHI) on January 21, 2010. Tim and Angela are creating the proposal for submission. The Community Health Improvement Plan created for Sandoval County will need to be submitted along with a proposal. NM DOH requested that the Health Improvement Plan submitted in June be revised and resubmitted due to inconsistency with format and information requirements. For the proposal, the Health Improvement Plan will need to be approved by the County Commission. An agenda showing the plan scheduled or discussion and approval may be accepted in lieu of documented approval due to timing.

6. Alliance Meeting Schedule for 2010

A schedule of 2010 meetings was distributed for review. There was discussion about moving to a quarterly meeting schedule in 2010. The goal of a quarterly meeting schedule is to make Alliance meetings more concise and more effective. General consensus was in agreement to move to quarterly meetings. A final meeting schedule will be distributed to Alliance members.

Alliance membership was discussed and a request was made to distribute a membership list and a list of committee members. Confirmation of membership is in process and many individuals have not been reached. Verification of membership will

continue. Alliance members were asked to send nomination recommendations to Angela for dissemination to Co-Chairs and the Executive Committee for review or contact.

## 7. Health Alliance Bylaws

Revised Alliance bylaws revisions were distributed for review. It was agreed that membership size wording be finalized at **up to 15** members. Staggered terms for members will be included in the bylaws, but left up to the discretion of the Alliance for implementation.

Establishment of the Executive Committee by appointment of the Co-Chairs was added to the bylaws.

Provision for excused absences was discussed in order to allow members to continue to participate if scheduling difficulties significantly limit availability, but the member is sufficiently active in other ways.

Additions to the bylaws were made to qualify a quorum as more than 50% of membership. In addition, a winning vote will be agreement of more than 50% of members present and an email vote will require agreement of more than 50% of membership to pass.

General consensus supported the changes to the bylaws as presented and discussed during the meeting. Due to attendance below a quorum level, an email poll will be distributed to Alliance members to secure a vote of approval.

A draft Memorandum of Understanding (MOU) for Alliance members was distributed for review. General consensus supported the adoption of a MOU for Sandoval County Community Health Alliance members. Due to attendance below a quorum level, an email poll will be distributed to Alliance members to secure a vote of approval.

## 8. Committees

The Hospitals Committee, Networking and Resources Committee and Healthy Lifestyles Committee will be developed in the coming months.

Dick Mason distributed a handout describing the structure of the Hospitals Committee and the Networking and Resources Committee. Dick Mason has been asked to serve on the Board of directors for the UNM Sandoval Medical Center. There was discussion about advocating for an Alliance representative to serve on the Hospital Advisory Board for Rio Rancho Medical Center also. It was recommended that the Alliance secure representation from both of the planned hospitals to participate as a member of the Health Alliance. The UNM hospital has a representative serving on the Alliance. Angela will contact Clay Holderman to inquire about a suitable representative from Presbyterian.

## 9. The Meeting adjourned at 12:08pm.