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Carrie Tingley Hospital

1976

Carrie Tingley Hospital Board of Directors Meeting Minutes 1973-1976

Board of Directors, Carrie Tingley Hospital, New Mexico


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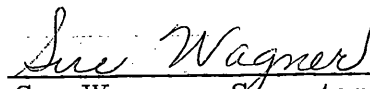
In discussing status of air conditioning in the telephone equipment room Mr. Carr noted that a new compressor for the air conditioning unit was being delivered which would solve the problem temporarily; that Dr. Giomi, an air conditioning engineer from Albuquerque, was scheduled to visit the hospital on June 25 and submit an estimate on the cost of designing an adequate air conditioning system for this area.

Mr. Robert Parnell, Assistant Superintendent of the Truth or Consequences Municipal Schools, met with the Board to discuss a proposal for the education of the school-age trainable mentally handicapped children of Sierra County during the 1974-1975 school year, using facilities of the Carrie Tingley Hospital School. Mr. Parnell indicated that the program would serve approximately six school-age trainable children; that advantages the C. T. H. School would provide, should the proposal be approved, would include adequate facilities and back-up and supportive personnel. Following discussion motion was made by Sophie Waldrip, seconded by Virgil McCollum and passed, that the approval of the Board be given the proposed school program if no legal problems were entailed.

Election of Board officers for the period July 1, 1974 to July 1, 1974 was held. Motion was made by Virgil McCollum, seconded by James Davidson and passed unanimously, that the following officers be elected by acclamation: Sophie Waldrip, Chairman; Sue Wagner, Vice-Chairman; and James Davidson, Secretary.

Date of the next meeting was scheduled for July 26, 1974 at Carrie Tingley Hospital.


Robley Hedrick, Chairman


Sue Wagner, Secretary

Financial statements for the month of May, 1974, reviewed by Bea Cleveland, Business Manager, reflected revenue to date being \$17,610 over projected budget figures and expenses \$2,062 over budgeted projections. Mr. Carr reported that, based on expenditures to date and anticipated expenses during the month of June, estimated cash position at the end of the fiscal year should be approximately \$24,000 including investments.

The Board was informed of the discontinuance of the Commodity Program by the Department of Finance and Administration. The Administrator noted that commodities received from this agency during the past fiscal year had represented a savings to the hospital of approximately \$2,200.00.

Final budget transfers for the 62nd fiscal year, totaling \$37,335.00, required to align budgeted line items, were presented for approval. Motion was so made by Sue Wagner, seconded by Sophie Waldrip and unanimously passed.

A list of accounts receivable to be transferred to the inactive file in the amount of \$6,623.11 was reviewed. Following discussion a motion was made by Sophie Waldrip, seconded by Virgil McCollum and passed unanimously, that these accounts be transferred to the inactive file. A list of said accounts is attached hereto and made a part of these minutes.

Mr. Carr discussed possible revisions to the hospital's admission policy, specifically in relation to financial arrangements made through the Crippled Children's Services and the responsibility of parents for pay when not sponsored by C. C. S. The Administrator was requested to determine if proposed changes would be in conflict with State statutes prior to consideration of further action.

Mr. Carr reported the need to purchase under emergency provisions of the State Purchasing Act an ice machine for the Dietary Department. He stated that the old machine, purchased in 1966, had been repaired on a continual basis during the past three years and, during the past week, the compressor had completely burned up. Board approval was given the Administrator's recommendation of the purchase of a Kold-Draft ice machine at a cost of approximately \$1,850.00.

Correspondence with Chris Evangel, Consulting Electrical Engineer, was reviewed regarding the hospital's electrical problems. The Board agreed with the Administrator's recommendation that the City of T. or C. should take their own amp meter readings during peak usage and send the strips to the city's consulting electrical engineer for analysis.

- D. Discussion concerning benefits to be derived from a staff pediatrician at Carrie Tingley. Dr. Munger stated that he felt a pediatrician would add considerable depth to the medical program both in pediatric orthopaedics and pure pediatric problems. It was the consensus of the Board that the Medical Director should pursue the matter and determine the availability of candidates for such a position, source of funding, etc..
- E. Continued approval of the residency program in orthopaedic surgery at Carrie Tingley Hospital for training in children's orthopaedics by the Residency Review Committee for Orthopaedic Surgery representing the American Academy of Orthopaedic Surgeons.
- F. Contract considerations were discussed with Richard H. Gross, M. D., Associate Medical Director, and signatures were completed on a renewed contract for the period July 1, 1974 to July 1, 1975 at an annual salary of \$25,080.

In presentation of the Administrator's Report Mr. Carr commented on the following:

- A. Completion of water well and delivery of pump.
- B. Installation of lines for cable T. V. ; actual hookup not yet completed.
- C. Employment of Danita Folk, daughter of a surgical staff nurse at C. T. H. , as temporary Attendant on the wards (vacation relief).
- D. Receipt of contract from the University of Colorado Medical Center for resident services during the fiscal year 1974-75 in the amount of \$13,306. Mr. Carr noted that this was within \$100 of the annual salary paid U. N. M. residents.
- E. Placement of order for three signs to be placed in front of the hospital, at an approximate cost of \$70. Signs are to be placed at the main entrance, clinic entrance, and entrance to Dr. Munger's office.
- F. Analysis of usage of the watts line, by department, for the period January through May, 1974. Mr. Carr expressed concern regarding the increased billing for overtime during the months of April and May, stating that he had requested a statement from the telephone company indicating the number of calls placed and minutes used on each call.

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

June 21, 1974

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A.M., June 21, 1974 in the Administrator's office. Board members present included Robley Hedrick, Chairman; Sophie Waldrip, Vice-Chairman; Sue Wagner, Secretary; James Davidson and Virgil McCollum. Also attending were David H. Munger, M.D., Medical Director, John L. Carr, Administrator, Bea Cleveland, Business Manager, Mary E. Phillips, Administrative Assistant, and Tony Bierner, member of the C. T. H. Employee Relations Committee.

Minutes of the May 17, 1974 meeting were approved as written.

Report of the Medical Director included the following:

- A. Review of medical statistics for the month of May, 1974 reflecting a continuation of previous months' activity levels. Of note was the number of new admissions and the number of clinic patients examined for the year to date, establishing a new record for these statistics. Dr. Munger commented on the increased number of prostheses and braces made in the hospital brace shop which has reduced to a minimum the need to contract for prosthetic and orthotic appliances.
- B. Announcement regarding the C. T. H. Fifth Summer Orthopaedic Seminar June 21-22, 1974 with Frank H. Bassett, III, M.D., Professor of Orthopaedic Surgery, Duke University Medical Center, as distinguished guest lecturer.
- C. Appointment of the following physicians to the hospital residency staff as of July 1, 1974 by motion made by Sophie Waldrip, seconded by James Davidson and duly passed:

Richard Torkelson, M.D., Univ. of Colorado Medical Center
Roberto J. Cantu-Lara, M.D., Wm. Beaumont Med. Center
Eugene W. Pflum, M.D., U.N.M. School of Medicine
Christopher Achterman, M.D., U.N.M. School of Medicine
Mario E. Porras, M.D., U.N.M. School of Medicine

sent to Chris Evangel, Electrical Engineer, for his analysis. Mr. Carr stated that he felt the need to purchase a new transformer in the not-too-distant future should be recognized.

The Board was informed that rest room facilities in the Laundry Department had been completed with the exception of minor plumbing.

Copies of the renewed one-year contract for Richard H. Gross, M. D., Associate Surgeon, were distributed for review. Mr. Carr reported to the Board on existing medical staff problems and outlined his intended approach regarding their solution.

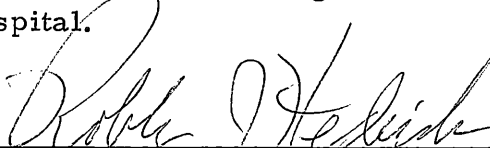
The Board was advised of difficulties recently encountered with the telephone equipment room air-conditioning unit due to lack of outside venting and inadequacy of the unit for year-round usage. It was noted that the vendor from whom the conditioner was purchased was replacing the compressor on the unit so that it can be used in other areas of the hospital; that specifications and cost of an appropriate unit for the telephone equipment room are currently being prepared.


A list of classes of employees who will be affected by the payment of a shift differential effective July 1, 1974 was distributed for the Board's information.

Discussion ensued regarding the installation of cable T. V. to the hospital, including 32 outlets plus the two residences, at a reduced charge of \$120 for installation and a monthly fee of \$48.00. It was noted that the regular charge for a similar installation would be \$335 plus a monthly charge of \$64. Motion was made by Sophie Waldrip, seconded by James Davidson and duly passed, that the Administrator proceed with the T. V. installation.

Mary Lou Sanchez, Chairman of the Employee Relations Committee, reported on a special meeting of hospital personnel on May 15, 1974 at 7 P. M. in the hospital dining room, attended by approximately 45 employees. She stated that the purpose of the meeting was to discuss any questions, problems or grievances which employees might have. She indicated that Mr. Carr's explanation of the State Personnel Board's salary structure and revisions which will be implemented July 1, 1974 was well received and most informative; that those attending indicated similar meetings should be scheduled in the future.

The next board meeting was scheduled for June 21, 1974 at Carrie Tingley Hospital.


Robley Hedrick, Chairman


Sue Wagner, Secretary

The following items were reviewed by the Administrator in his report to the Board:

- A. Presentation of a plaque to Ralph Edwards at the show given for the patients at Carrie Tingley Hospital on May 4, with Governor King participating in the program.
- B. Installation of pump for the new water well to be completed within the next 10 days to two weeks.
- C. Meeting of representatives of the State Employee's Credit Union with hospital employees May 9-10 with considerable interest being indicated in membership. Payroll deductions for membership fees and savings will be available for C. T. H. employees beginning July 1, 1974.
- D. Correction of problems encountered in obtaining satisfactory X-ray films. It was noted that DuPont films and solutions would continue to be used for an additional 30-day period.

Financial statements for the month of April, 1974, reviewed by the Administrator, reflected total expenditures to date being \$583.00 under budgeted projections with over-expenditures in Supplies, Travel and Contractual Services line items. It was noted that revenue from Private Payment and Title XIX-V was considerably lower than in previous months. Distributed for the Board's information was an analysis of the hospital's projected cash position at the end of the 62nd fiscal year.

A list of equipment needs was reviewed in detail by Mr. Carr. Following discussion motion was made by Sophie Waldrip, seconded by James Davidson and duly passed, that the Administrator be authorized to purchase the equipment, in addition to medical equipment approved for purchase by board action at the April 19, 1974 meeting; that a budget increase in the amount of \$20,000 be submitted to the Department of Finance and Administration to cover the cost of equipment purchases.

Following discussion regarding proposed rate revisions, motion was made by Sue Wagner, seconded by Sophie Waldrip and passed unanimously, that the Administrator be authorized to implement rate revisions required to align charges with actual costs.

In reporting on the status of existing electrical problems Mr. Carr stated that 24-hour amp meter reading strips indicated a peak load of 228 KVA on the transformer. It was the consensus of the Board that the strips should be

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

May 17, 1974

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A. M., May 17, 1974 in the Administrator's office. Board members present included Robley Hedrick, Chairman; Sophie Waldrip, Vice-Chairman; Sue Wagner, Secretary; James Davidson and Virgil McCollum. Also attending were John L. Carr, Administrator, Mary E. Phillips, Administrative Assistant, and Mary Lou Sanchez, Chairman of the C. T. H. Employee Relations Committee.

Minutes of the April 19, 1974 meeting were approved as written.

In the absence of Dr. Munger Mr. Carr reviewed medical statistics for the month of April, 1974.

The Administrator also reported on a recent trip made to Washington, D. C. by Dr. Munger as a member of the New Mexico Border Commission where he met with Dr. Capetello, an orthopaedic surgeon in charge of the Rehabilitation Institute in Tabasco, and Dr. Sarah Granadas, a psychologist at the Institute. Following the visit in Washington these two doctors came to Carrie Tingley and spent a day and a half under the sponsorship of the Partners of the Americas and the following tentative projects, to be sponsored by the Partners of the Americas, were considered:

1. Tabasco sending their orthotist to Carrie Tingley for one month, with Partners supplying transportation and C. T. H. supplying room and board, to learn construction of the Milwaukee brace.
2. Dr. Munger and Jimmy Crownover going to Tabasco in October to assist with surgery and the evaluation of scoliotic patients.
3. Continued exploration regarding selected patient exchange, primarily in the areas of scoliosis and cases requiring extensive nursing and surgical care.
4. Exploration of the possibility of resident exchange between Tabasco and C. T. H. on an elective basis.

CARRIE TINGLEY HOSPITAL**FOR CRIPPLED CHILDREN****OFFICE OF THE ADMINISTRATOR****TRUTH OR CONSEQUENCES, NEW MEXICO
87901****TELEPHONE 894-2121****POLICY STATEMENT****OPEN BOARD MEETINGS**

Meetings of the Carrie Tingley Crippled Children's Hospital Board of Directors shall be open to the public, as required in Chapter 91, Laws of New Mexico, 1974 (Open Meetings Bill). Notice of such meetings shall be as follows:

Regular Meetings

Notice of such meetings shall be mailed to the Albuquerque Journal, Albuquerque, New Mexico, at least 10 days prior to such meeting, stating time and place of the meeting.

Special Meetings

Notice of such meetings shall be mailed to the Albuquerque Journal, Albuquerque, New Mexico, at least 5 days prior to such meeting, stating time and place of the meeting.

Approved April 19, 1974

Robley Hedrick
Chairman
Board of Directors

Sue Wagner
Secretary
Board of Directors

of new physician classifications and salary schedules effective April 17, 1974, wherein there is now one salary schedule for all physician classes, ranging from a minimum of \$17,400 yearly to a maximum of \$36,000 per annum. Present incumbent physicians are to be reassigned to the new classifications at their present salary with eligibility for a 5% increase on anniversary dates, with an additional 5% increase permissible for promotions. Motion was made by Mr. Davidson, seconded by Mrs. Wagner and passed unanimously, that the following actions be approved for the Medical Director and the Associate Surgeon:

Continuation of the two year contract with David H. Munger, M. D., Medical Director, with promotion to Physician Administrator at an annual salary of \$31,350.00, effective July 1, 1974.

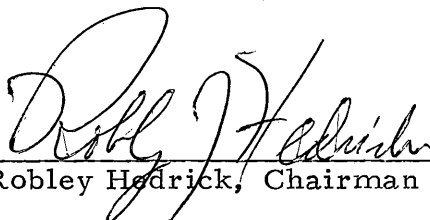
Renewal of one year contract for Richard H. Gross, M. D., Associate Surgeon, effective July 1, 1974; that a change from the Exempt Salary Plan to the State Classified Plan be negotiated, classifying Dr. Gross as a Physician Specialist at an annual salary of \$25,080.00.

Velma Rakestraw, representative of the C. T. H. Employee Relations Committee, reported that the following items were being considered by the Committee:

1. Parking problems, primarily on Thursdays, and the need to prepare an additional parking area for employees.
2. Speeding on hospital grounds.
3. Need of a sink on Girls Ward.
4. Scheduling of vacations during holidays in the Nursing Services Department.
5. Preparation of By-Laws.

The next board meeting was scheduled for May 17, 1974 at Carrie Tingley Hospital.

The meeting adjourned at 11:50 A. M.


Robley Hedrick, Chairman


Sue Wagner, Secretary-Treasurer

- B. Purchase and installation by the hospital of a 300 KVA transformer at a cost of approximately \$5,000 to replace the overloaded transformer.

II. Two alternatives regarding emergency power for A. C. Ward:

- A. The addition of a small emergency plant to handle A. C. Ward only.
- B. Replacement of the existing generator with a plant large enough to provide electrical power for the entire hospital.

It was the consensus of the Board that, prior to taking any action, meter readings should be obtained during peak usage and Mr. Evangel contacted to determine if immediate action was necessary.

Mr. Carr reported that correspondence had been received from Mr. Frank Olmstead, State Auditor, wherein the hospital was advised of the designation of the 62nd fiscal year audit to an independent auditor. Following consideration of the contract proposals of W. E. Kneeland and Cooper, Burrows and Co., who conducted the 61st fiscal year audit, motion was made by Mr. Davidson, seconded by Mrs. Wagner and passed, that Cooper, Burrows & Co. be awarded the audit contract subject to the approval of the State Auditor.

Correspondence was noted from the Joint Commission on Accreditation of Hospitals wherein announcement was made of a two-year accreditation being awarded Carrie Tingley Hospital on the basis of a survey conducted in February, 1974. As a condition of the two-year accreditation the hospital will be required to conduct an interim self-survey on or about the first anniversary of the 1974 survey.

Mr. Carr submitted for board approval a proposed policy statement regarding open board meetings as required in Chapter 91, Laws of New Mexico, 1974 (Open Meetings Bill). Motion was made by Mrs. Wagner, seconded by Mr. Davidson and passed, that the Open Board Meetings Policy be adopted as submitted. (Copy of policy attached to and made a part of these minutes.)

The estimated cost of providing a rest room in the Laundry Plant was discussed by Mr. Carr. He indicated that the facility would cost approximately \$300 and that the only problem appeared to be determination regarding the best location in the Laundry Room for the rest room.

Salary considerations for David H. Munger, M. D., Medical Director, and the contract renewal of Richard H. Gross, Associate Surgeon, for the period July 1, 1974 to July 1, 1975 were discussed. Mr. Carr stated that he had been informed by the State Personnel Office and the D.F.A. of the implementation

and the Department of Finance and Administration he had learned that State Personnel regulations regarding overtime are in conflict with the revised C. T. H. policy; that the D. F. A. would not approve the revisions until they had researched the new minimum wage law. He indicated that it might be necessary to wait for revised guidelines from State Personnel and the D. F. A. before initiating the new policy.

The Administrator distributed for the Board's review a comparative cost study of telephone costs for a three-month period prior to, and following, installation of the Watts line which reflected a savings of approximately 50% for the three-month period.

Board members were informed that, following correspondence with Ralph Edwards regarding the appropriate time and place for presentation of the plaque for his 25 years of performances at Carrie Tingley, it had been determined that the presentation should be made during the Ralph Edwards Show at Carrie Tingley Hospital on May 4.

The Board was advised of Dr. Gross's plans to attend two out-of-state workshops conducted by the American Academy of Orthopaedic Surgeons; an AAOS Course on Physical Fitness, Atlanta, Georgia, May 12-15, 1974 and an AAOS Postgraduate Course on The Child's Foot and Ankle, Newton, Mass., May 19-22, 1974. Following comments by Dr. Munger regarding the value of these courses in the hospital's concept of specialization, motion was made by Mr. McCollum, seconded by Mrs. Wagner and passed unanimously, that the hospital pay \$500 toward expenses incurred by Dr. Gross in attending these workshops.

In discussing status of X-ray problems and possible solutions, Mr. Carr reported that an agreement had been signed with Profexray, El Paso, Texas to make a complete check of X-ray machine, cassettes, screens and automatic processor, replace and repair as necessary, and instruct personnel in proper procedure and intervals for care of processor, with a guarantee of image-free films for 90 days at a flat fee of \$750. He also stated that a change to DuPont X-ray films and solutions had been made for a one-month trial.

Correspondence from Mr. Chris Evangel, electrical engineer, was read wherein the following proposals were submitted as a result of his survey of the hospital's power problems during a recent visit:

- I. Two alternatives regarding problem with the large transformer which is substantially overloaded.
 - A. Conversion of the large transformer to a four-wire "Y" volt system at a cost of approximately \$20,000, which Mr. Evangel did not consider a reasonable alternative;

schedule which includes the \$400 minimum wage, reflect a deficiency of approximately \$15,700 under the amount indicated in the executive budget. It is anticipated that this amount will be recaptured by D. F. A. 's disbursement of a special appropriation to fund the cost of implementing the new minimum wage in July, 1974.

2. Rate Increase. Mr. Carr reported that, since Phase IV hospital revenue and expense controls were being lifted in the immediate future, the entire hospital rate structure would be examined closely and revisions effected.
3. Status of Water Well. It was reported that drilling of the water well had been completed and the pump ordered.
4. State Employee's Credit Union. Mr. Carr announced that representatives of the State Employee's Credit Union were scheduled to meet with hospital personnel on May 9-10 .

Financial statements for the month of March were reviewed by Bea Cleveland, Business Manager. Payments for Care, both Government and Private, continued to be slightly over budgeted projections. Total Operating Fund expenses to date were \$7,244 under budget, with over-expenditures in Supplies and Contractual Services line items.

Comparative costs of the C. T. H. Albuquerque Clinic during the 62nd and 63rd fiscal years were reviewed and discussed. Of note was the increased average cost per patient from \$8.48 to \$11.16, resulting primarily from increased X-ray charges.

The following medical equipment priorities were discussed at length:

Arthroscope	\$2800
Bipolar Coagulator	\$2400
X-Ray View Boxes	\$ 480
X-Ray Copier	\$ 700
Movie Screen	\$ 200

Pursuant to detailed explanations by Doctor Munger and Doctor Gross regarding the need of each item, motion was made by Mr. McCollum, seconded by Mrs. Wagner and passed unanimously, that the equipment list as submitted be approved for purchase.

In discussing status of the revised overtime compensation policy approved by board action on March 22, 1974, subject to approval of appropriate state offices, Mr. Carr indicated that in checking with the State Personnel Office

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

April 19, 1974

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A. M., April 19, 1974 in the Administrator's office. Board members present included Robley Hedrick, Chairman, Sue Wagner, Secretary-Treasurer, James I. Davidson and Virgil O. McCollum. Also attending were Doctor David H. Munger, Medical Director, Doctor Richard H. Gross, Associate Surgeon, Bea Cleveland, Business Manager, Mary E. Phillips, Administrative Assistant, and Velma Rakestraw, member of the C. T. H. Employee Relations Committee. Mr. Paul Munogue, of the Legislative Finance Committee, was a guest at the meeting.

Mr. Hedrick welcomed Mr. McCollum, a newly appointed member of the board replacing Richard B. Traub.

Minutes of the March 22, 1974 meeting were approved as written.

Report of the Medical Director included the following:

1. Review of medical statistics for the month of March, 1974.
2. Announcement concerning plans for the Fifth Annual Summer Seminar to be held at Carrie Tingley June 21-22, 1974 with Doctor Frank H. Bassett, Duke University, as the special guest speaker.
3. Notice of a meeting of the Medical Advisory Committee scheduled on May 18, 1974 at the Airport Marina Hotel in Albuquerque.
4. Comments concerning the excellent T. A. P. Institute sponsored by the Joint Commission on Accreditation of Hospitals, attended by the Medical Director, the Administrator and the Board Chairman, at which emphasis was placed on the need for continuing patient care evaluation and the identification of means to maintain quality control mechanisms by training and utilizing Medical Records personnel as evaluation assistants.

In presentation of the Administrator's Report, Mr. Carr discussed the following items:

1. Status of the 63rd F. Y. Budget. Mr. Carr noted that basically the only difference in the budget submitted and that included in the executive budget recommendation was a reduction in the amount of \$37,000 in Personal Services and Employee Benefits, resulting from a revised compensation plan effective July 1, 1974. The hospital's revised personnel costs, including employee benefits, based on the new wage

CARRIE TINGLEY HOSPITAL
OVERTIME COMPENSATION POLICY

As required by the State Personnel Policy Manual, revised October 1, 1973, the Board of Directors of Carrie Tingley Hospital hereby adopts the following overtime compensation for its employees:

1. The Board hereby directs the Administrator to establish at the time of hiring the salary status of all employees. Such salary status shall be specified as exempt or hourly.

Employees meeting the criteria of the Federal Wage and Hour Law for exempt employees shall be so classified and shall be expected to put in the necessary hours required to perform their duties and shall be reimbursed the stated monthly amount.

Employees classified as hourly employees shall be reimbursed as later stated in this policy.

2. All hourly employees will be required to elect one of two overtime systems provided in the Wage and Hour Law and will be reimbursed in that manner. Those options are as follows:

- A. Overtime is paid for all hours worked over 40 hours in a week.

- B. Overtime is paid for all hours worked over 80 hours in a two-week period and over 8 hours in a day.

For purposes of establishing the work week during which overtime will be paid, the starting day of the work week, in each department, will be established and maintained in writing.

A memorandum was read from Robert Kirkpatrick, Director of the Department of Finance and Administration, concerning the "Open Meetings Bill" passed by the recent legislative session, copies of which were distributed. Final action on adoption of a policy in conformity with the open meetings law was deferred until the April board meeting.

Mary Gabaldon, representative of the C. T. H. Employee Relations Committee, presented the following items for the Board's consideration:

- A. The need for additional help in the hospital dining room when serving patients' meals. Shortage of personnel has been temporarily created due to the prolonged illness of several kitchen employees.


Some possible solutions considered were having Attendants, or possibly Volunteers, assist the Waitresses.

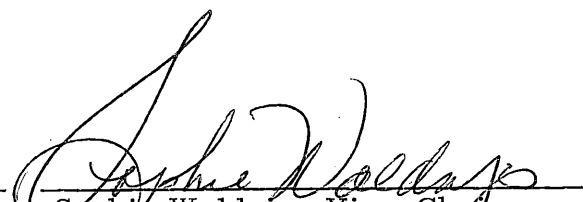
- B. The need of a rest room in the Laundry Department.

Mr. Carr will inquire as to the cost of providing these facilities.

The Board requested that board packets be mailed on the Friday preceding the board meeting, rather than on Monday, to assure mail delivery in adequate time for review prior to the board meeting.

Date of the next meeting was scheduled for April 19, 1974 at Carrie Tingley Hospital.


Robley Hedrick, Chairman


Sophie Waldrip, Vice-Chairman

Mr. Hedrick and Mr. Carr, in reporting on the hospital's power problems, stated that a meeting had recently been held with the T. or C. City Manager and the city's electrical engineer from Phoenix. The prime concern of the city's electrical contractor was that, should the 166 kva transformer go out, the difficulty in obtaining a replacement could mean Carrie Tingley would be on emergency power for an extended period, conceivably as long as six months to one year. The engineer again expressed his prior feeling that there would not be a major expenditure involved in the elimination of the transformer and the conversion of the Carrie Tingley system to a 4160 volt (Y) system. Mr. Hedrick explained that the main concern now was that, for the first time, the city's consultant and the city's engineer left every indication that the responsibility of this large, over-loaded transformer was the hospital's problem since it is located down line from the meter, this being contrary to all prior correspondence but apparently an obvious fact of life. After much discussion the Board agreed that the only alternative open at this time was to ask Chris Evangel to come to Carrie Tingley to evaluate the situation.

Mr. Carr advised the Board that preparation of an equipment list had been deferred pending final determination concerning equipment needs in the X-ray Department, since this was the major area of concern. He indicated that the X-ray film being used, which is on State contract, was of an inferior quality and was without doubt contributing to the poor grade of film being developed. Immediate purchase of improved X-ray film was authorized by the Board. Following the visit of a DuPont service representative which is anticipated within the next two weeks, a complete list of medical equipment needs, including X-ray equipment and/or repairs, will be prepared for the board's review. It was pointed out that major equipment purchases should be requisitioned as soon as possible so that delivery could be made during the current fiscal year.

The Administrator reviewed in detail a proposed overtime compensation policy, a copy of which is attached hereto. Motion was made by Sophie Waldrip, seconded by Jimmy Davidson and duly passed, that the overtime compensation policy be adopted as presented subject to the approval of the Department of Finance and Administration.

Also discussed were proposed revisions in the per diem policy. The Board requested that proposed changes be submitted to the Department of Finance and Administration for their approval; that final draft of the proposed policy be mailed to board members for their study prior to the next board meeting.

- B. Receipt of a \$1,000.00 Institutional Library Grant from the State Library Commission for the patients' library.
- C. Receipt of a Federal Developmental Disabilities Grant in the amount of \$4,150.00 to be used in the improvement and expansion of the Special Behavioral Program.
- D. Discussion concerning a plaque to be presented to Ralph Edwards during the 25th Annual Truth or Consequences Fiesta. It was the consensus of the Board that Ralph Edwards should be contacted to determine the appropriate time and place to award the plaque.

Noted, with regret, was a letter of resignation dated March 1, 1974 from Richard B. Traub, member of the Board of Directors for 9 years, to Governor Bruce King following his appointment to a district judgeship in Albuquerque.

Financial statements for the month of February, 1974, reviewed by Bea Cleveland, Business Manager, reflected a cash balance February 28, 1974 of \$28,326.68 with no encumbrances. Mr. Carr reported that although total expenditures were \$4,166 under budgeted projections over-expenditure in Supplies and Contractual Services line items were of some concern. Detailed analyses of these line items, as well as a break-down in Personnel Services which is considerably under-expended, were reviewed by the Board. In discussion concerning Contractual Services the increased cost of the Albuquerque Clinic was noted. The Administrator was requested to analyze comparative clinic costs during the 61st and 62nd fiscal years prior to the April board meeting.

The Board was informed of a budget transfer effected during February transferring \$500 from Personnel Services to Out-of-State Travel to cover the cost of travel for Dr. Richard Gross, Associate Surgeon, and partial cost of a refresher course in orthotics for Jimmy Crownover, Brace Shop Manager.

Board authorization was requested to pay John M. McGuire, M.D., Radiologist, \$1,000.00 for X-ray readings during the period September, 1973 through February, 1974. Motion was so made by Jimmy Davidson, seconded by Sophie Waldrip and duly passed.

In discussing the status of proposed rate increases Mr. Carr noted that Form S-52 (Cost of Living Council) had been completed for the fiscal year ending June, 1973; that rate increases should be finalized and ready for implementation by April 1, 1974. Discussion of Phase IV regulations are to be included on the April board meeting agenda.

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

March 22, 1974

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A. M., March 22, 1974, in the Administrator's office. Board members present included Robley Hedrick, Chairman, Sophie Waldrip, Vice-Chairman, and James I. Davidson. Also attending were Doctor David H. Munger, Medical Director, John L. Carr, Administrator, Bea Cleveland, Business Manager, Mary E. Phillips, Administrative Assistant, and Mary Gabaldon, member of the C. T. H. Employee Relations Committee.

Minutes of the February 22, 1974 meeting were approved as written.

Report of the Medical Director included the following:

Review of medical statistics for the month of February, 1974, indicating a continued increase in the number of new admissions and clinic patients seen. Doctor Munger noted that the percentage of occupancy reported did not reflect the recent change in bed complement. The Administrator was requested to revise the statistical report form to show this change prior to April 1 and inform the N. M. Department of Health and Social Services of the change in bed complement.

In commenting on the cooperation of the Crippled Children's Services Division in referring patients to Carrie Tingley Doctor Munger advised the Board of the hospital temporarily providing lodging and meals for CCS clinic patients required to stay overnight, due to inadequate funds of CCS for travel during the last quarter of the fiscal year.

In presenting the Administrator's Report Mr. Carr discussed the following:

- A. Annual licensure evaluation survey conducted February 13, 1974 by George McGarrah of the Health and Social Services Department, Result of survey indicated the need for one-hour fire resistant doors between the kitchen and dining room, for which a purchase order is currently being prepared to submit to the State Purchasing Agent.

The Board was informed of a meeting between Doctor Munger, Mr. Carr and Dr. Larry Leyba, Chairman, Public Health Committee of the State Border Commission, at which the following programs were explored in an effort to promote communication between New Mexico and Mexico and to help the crippled children of both areas:

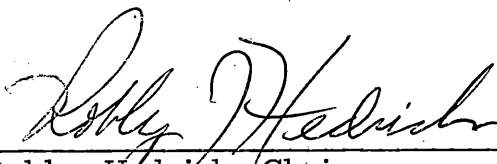
- A. Technician and Student Exchange Program in Orthopaedic Rehabilitation.
- B. Special Orthopaedic Services for Mexican Children at C. T. H. on a Cost Basis.

Following discussion the Board approved the concept of the program and requested Mr. Carr to explore possibilities of implementing same.

Announcement was made concerning a TAP Institute to be held in Albuquerque April 4, 5 and 6, sponsored by the J. C. A. H. Motion was made by Sophie Waldrip, seconded by Sue Wagner and passed, that registration fees and per diem be paid for Mr. Carr, Dr. Munger and Mr. Hedrick to attend the Institute.

The next board meeting was scheduled for March 22, 1974 at Carrie Tingley Hospital.

The meeting adjourned at 11:20 A. M.


Robley Hedrick, Chairman

Sue Wagner, Secretary

3. Non-compliance regarding rehearsal of external disaster plan at least twice per year.

Recommendations of the survey team on February 4, 1974 included:

1. Organization of a meaningful safety program; appointment of a safety committee with documentation of all meetings.
2. Need of ongoing audit program (both Medical and Nursing Services).
3. Conversion of hospital emergency generator to automatic control; inclusion of A. C. Ward on emergency generator.

Following discussion concerning emergency power on A. C. Ward it was the consensus that the feasibility of placing this area on the emergency generator should be explored.

The following X-ray problems and possible solutions were discussed by Doctor Gross and Mr. Carr:

- A. Need of additional view boxes; one for each examining room plus 12 view boxes in the medical library at a cost of approximately \$800-\$1,000. The Administrator was requested to place these items on the priority list of needed equipment.
- B. Purchase of a tomograph, as discussed at the January board meeting (to be included in equipment list).
- C. Problems with film processor. Mr. Carr stated that he felt replacement of roller components in the processor, at a cost of approximately \$1,000, might possibly correct the problem. Motion was made by Sophie Waldrip, seconded by Richard Traub and passed, that the roller components be purchased if it was determined that this would correct existing deficiencies in the processor. Mr. Carr indicated that he would contact a service representative currently under contract with Dupont Film Co. and request that he examine the equipment prior to making a decision as to whether to replace the machine or repair same.
- D. Replacement of X-ray tube and repair or replacement of film cassettes. Mr. Carr reported that there appeared to be a question regarding the need to replace the tube; that he felt the matter should be postponed pending further consultation with knowledgeable X-ray technicians. It was further recommended by the Administrator that a new X-ray machine be included in the hospital budget in the near future.

- G. Donation of EEG machine to Carrie Tingley by St. Joseph's Hospital, Albuquerque, N. M.
- H. Scheduled two week's residency of senior student from Albuquerque Indian School for Practical Nurses May 27 - June 7, 1974. Board and room to be furnished by hospital as previously approved by Board of Directors.
- I. Repainting of Carrie Tingley Hospital highway markers by Mr. Frank Coffman, Electrical Products Sign Co., Albuquerque, N. M., at no cost to hospital.
- J. Deletion of basic hospital professional liability coverage for resident physicians from Colorado Medical Center and BCMC at saving of approximately \$1,000 per year, effective July 1, 1974, since basic coverage is provided by these programs for their residents. Umbrella liability policy of Carrie Tingley will continue to cover excess of basic policy for all house officers.

Financial statements for the month of January, 1974, reviewed by Bea Cleveland, Business Manager, indicated total expenditures to date to be \$213 under budgeted projections. Mr. Carr stated that the Contractual Services line item, which was over expended, would be analyzed prior to the next board meeting.

In discussing status of the 63rd fiscal year budget and general appropriations request, Mr. Carr indicated that he had been informed by Kay Marr that Carrie Tingley's budget was approved as recommended by the Department of Finance and Administration and initially submitted in HB300.

Mr. Carr reported that proposed rate increases had been delayed because of procedural changes in the method of completing Form S-52 for the Cost of Living Council. He noted that Steve Butcher, Business Manager at B. C. M. C., had agreed to assist in completion of the necessary forms.

Results of the JCAH survey conducted on February 4, 1974 were discussed by the Administrator. Deficiencies reported in the February 5, 1973 survey were found to be corrected with the following exceptions:

1. Partial compliance only regarding existing fire hazards. The Joint Commission is to be notified by letter when complete compliance is effected.
2. Partial compliance regarding the development of clinical criteria for use in medical care evaluation.

- B. Possible participation of hospital employees in the State Employees Credit Union. Consensus of the board was that the matter should be pursued and appropriate personnel invited to come to the hospital to explain the organization to employees.
- C. New State Personnel requirements effective October 1, 1973:
 - 1. Written policy regarding administration, approval, use and payment of overtime compensation now required of all state agencies. Mr. Carr stated he would prepare a written policy for board approval at the March meeting, prior to submitting to State Personnel.
 - 2. Written affirmative action plan regarding equal employment opportunity now required of each agency; written plan will be presented for board approval at April meeting.
 - 3. Identification of classes eligible for shift differential mandatory July 1, 1974.
 - 4. Written grievance procedure required of all state agencies.
 - 5. Establishment of work schedule indicating deviations from 8 A. M. to 5 P. M. workday.
- D. Receipt of reimbursement from Gulf Insurance Co. in the amount of \$1,422.26 for damage to station wagon involved in vehicle accident April 13, 1973, under the Uninsured Motorist Clause.
- E. Implementation of board approved meal policy. Meal tickets to be issued to all who eat in hospital dining room with payment therefor to be made by payroll deduction.
- F. Purchase of piano for hospital by Carrie Tingley Hospital Foundation, Inc., now on order from Guinsberg Music Co., Roswell, New Mexico, through efforts of Ed L. Harbaugh, ex-board member.

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS MEETING

February 22, 1974

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A. M., February 22, 1974, in the Administrator's Office. Board members present included Robley Hedrick, Sophie Waldrip, Sue Wagner, Richard B. Traub and James I. Davidson. Also attending were Doctor Richard Gross, Associate Surgeon, John L. Carr, Administrator, Bea Cleveland, Business Manager, Mary E. Phillips, Administrative Assistant, and Betty Jones, member of the Employee Relations Committee.

Report of the Medical Director, presented by Doctor Gross, included the following:

- A. Review of medical statistics for the month of January, 1974. Of note was the increased number of prostheses currently being manufactured by the Brace Shop.
- B. Appointment of Richard A. Gooding, M. D., to the hospital consulting staff with full clinical privileges in plastic surgery, by motion made by Sue Wagner, seconded by Richard Traub and duly passed.
- C. Discussion concerning the need of a needlescope for diagnostic arthroscopy which Dr. Gross indicated would not only increase the capabilities of the physicians in examining patients, but would enhance the medical care provided at the facility as a referral center for children's orthopaedics.

The Administrator was requested to prepare a priority list of needed equipment prior to the next board meeting, including the needlescope, with estimated cost on all items and availability of funds for capital outlay expense.

In presentation of the Administrator's Report Mr. Carr commented on the following:


- A. Progress report on plans for drilling a water well for supplemental irrigation purposes, with completion anticipated in the near future.

should be made during the 25th Annual Fiesta at the time of his program at Carrie Tingley.

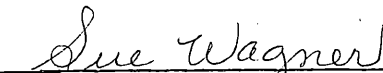
The Board then reviewed a letter from Mrs. Waldrip including a bid on life size busts of the Tingleys. The Board expressed extreme interest in the bid and instructed Mr. Carr to ask Mrs. Waldrip to invite the artist to their next meeting to discuss the matter in more detail.

Mr. Hedrick then reported to the Board that he and Mr. Carr had been communicating with Mr. Johnson, a well driller, concerning the possibility of drilling a shallow water well at the site of the existing river diversion for irrigation purposes. A price of \$12.00 per foot for a 12-inch well with casing had been quoted.

The next board meeting was scheduled for February 22, 1974 at Carrie Tingley Hospital.



Robley Hedrick, Chairman



Sue Wagner, Secretary

pointed out to the Board that he would make every effort in the Senate Committee to have this recommendation changed.

Mr. Carr reported that the University of New Mexico residency contract, as approved by the Board at the previous meeting, had not been consummated as it was determined that the University could not enter into such contracts at this time.

In reporting on previous electrical problems, Mr. Carr stated that he had been exploring alternative methods of solving the problem, since it appeared that even if the City did replace their transformer and put in a larger one, Carrie Tingley would still be required to replace their existing transformers. He stated that the possibility of hooking any new electrical appliances to a separate circuit and separate transformer was being explored.

The Board then reviewed the Medical Staff By-Laws, as previously mailed, and upon motion by Mrs. Wagner, seconded by Mr. Traub, the By-Laws were unanimously approved.

The Board then discussed three items of capital expenditure, with Mr. Carr giving approximate bid costs, as follows:

1. Fire alarm hookup to the City. Bids had ranged from \$545 to \$793. Mr. Carr estimated the cost at approximately \$600.
2. Kitchen hood fire extinguishers. Bids were received ranging from \$685 to \$748.50. Mr. Carr also explained that there was need to install a plenum in the range hood, which is very simply a filter system for filtering out grease. Cost would be approximately \$300.00 additional.
3. Dining Room fire doors. Cost will range from approximately \$850 to \$1,500 if smoke detectors are included.

On motion made by Mr. Davidson and seconded by Mrs. Wagner, the Board unanimously agreed that these expenditures should be made and instructed Mr. Carr to proceed through the State Purchasing system with the requests.

Mr. Carr then reported on a gift of \$500.00 from the Anderson Foundation. He also reviewed briefly with the Board correspondence concerning the Maggie Davis Estate in which Carrie Tingley Hospital had been named.

The Board then reviewed a letter from Mr. Ralph Edwards concerning his appearance at the Employee Award Dinner this year. Since he was unable to commit to attendance at that time, it was decided that a special presentation

- A. The natural gas hookup to the residences has been completed.
- B. Mr. Carr reported that he felt confident the institution was well prepared for the accreditation survey coming up in the near future.
- C. It was reported that the rate increases had not yet been initiated but that he hoped such would be completed before the next Board meeting.
- D. He reported that the meal policy initiated on a temporary basis, of allowing all employees to eat at a cost of 75¢ per meal, had worked very well and he recommended that the policy become an official board policy. It was moved by Mr. Traub, seconded by Mr. Davidson and unanimously carried, that the meal policy become permanent.

The Board then reviewed the financial statements for the month of December with Mr. Carr pointing out that, as predicted, private collections had come extremely close to budgeted collections through the end of December. Mr. Carr also reported that the hospital had received a check in the amount of \$15,000.00 as interim settlement on the Title XIX Cost Reimbursement Statement.

Mr. Carr then reviewed for the Board correspondence concerning the audit, as requested at the last board meeting. He explained that he had received a reconciliation sheet but that he had not had time to compare it with the audit; that if the Board wished he would review it at the next board meeting.

Mr. Carr then reported to the Board that problems had arisen in carrying out the Board's directive of last month to transfer all donations made to the Patient Entertainment Fund to the Foundation. He explained that there had been correspondence in the past with the Attorney General concerning the matter and that unless the check was specifically made out to the Foundation, or unless there was specific evidence that the intent was for the check to go to the Foundation, it could not be transferred.

Representative Murray Ryan then gave the Board a brief status report on the budget request of Carrie Tingley as reviewed by the House Appropriations Committee the day previous to the Board meeting. He pointed out that the recommendations of the Department of Finance and Administration had been followed in total by the House Appropriations Committee. Mr. Paul Minogue, the Carrie Tingley representative from the Legislative Finance Committee, expressed dissatisfaction with this action as it required that certain of the hospital's reserves be budgeted as expenditures during the coming year. He

CARRIE TINGLEY HOSPITAL

BOARD OF DIRECTORS' MEETING

January 25, 1974

The Board of Directors met Friday, January 25, 1974 at 8:30 A. M. in the P. E. R. A. Building in Santa Fe. Members in attendance were: Robley Hedrick, Chairman; Sue Wagner, Secretary; Richard B. Traub and James I. Davidson. Also present were Mr. Carr, Administrator, Doctor Richard Gross, Associate Surgeon, Representative Murray Ryan and Mr. Paul Minogue of the Legislative Finance Committee.

Minutes of the previous meeting were read and approved.

Doctor Gross made the report of the Medical Director and began with a brief report of the statistics for the month of December, 1973. Doctor Gross then pointed out to the Board some specific feelings he had regarding possible changes in the types of patients cared for at Carrie Tingley. He specifically pointed out that there is more and more discussion today regarding new medical treatments being developed to care for patients previously treated surgically. He also pointed out that we should be developing specialty care in areas such as meningomyelocele and conceivably even sports medicine. The report supported previous discussions outlining the need for Carrie Tingley to "specialize" in care not presently being adequately provided in the private sector.

Doctor Gross then reviewed for the Board a report of services recently provided on the X-ray machine by General Electric, as well as their specific recommendations for improved quality of X-ray films. The two major recommendations were the replacement of the X-ray tube, which has become quite weak with age, and the repair or replacement of the film cassettes. Mr. Carr indicated that he had obtained prices on the items from General Electric Co. and found the cost on the X-ray tube, including transportation, installation and calibration, to be approximately \$1,800.00 and the replacement of the 16 film cassettes of various sizes to be approximately \$1,200.00. To have the cassettes repaired would be a saving of only \$130.00. There was then general discussion of additional problems in X-ray, including the recent problem with the X-ray processor as well as the possibility of adding a tomograph to the existing machine. The Board instructed Mr. Carr to obtain specific prices and recommendations for the next board meeting on all X-ray problems.

Mr. Carr then presented the Administrator's report, which included the following items:

Paramedical Consultant Staff

Curtis, Conrad M., Ph. D.
Dalton, Leslie W., Jr., Ph. D.

Bush, Robert
Day, Treasure

Clinical Psychologist
Director, Speech & Hearing,
New Mexico State University
Certified Prosthetist and Orthotist
Registered Pharmacist

Resident Staff, January 1, 1974

Charles Snyder, M. D.

University of Colorado Medical Center

William S. T. Mayhall, M. D.

University of New Mexico School of
Medicine

Robert M. Simpson, M. D.

University of New Mexico School of
Medicine

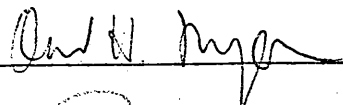
Richard Sutton, M. D.

Wm. Beaumont Army Medical Center

Edward A. Venn-Watson, M. D.

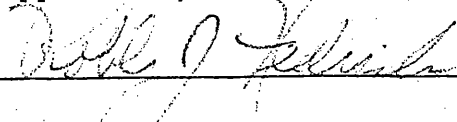
University of New Mexico School of
Medicine

Approved by Medical Staff:



Date Dec 10, 1973

Approved by Board of Directors:



Date Dec. 14, 1973

Consulting Medical Staff with Full Clinical Privileges in Neurosurgery

Kaplan, Ralph J., M. D.
Pollay, Michael, M. D.

Consulting Medical Staff with Full Clinical Privileges in Neurology,
EMG & EEG

Seelinger, Don F., M. D.
Snyder, Russell, M. D.

Consulting Medical Staff with Full Clinical Privileges in Pathology

Anderson, Robert E., M. D.
Black, W. C., M. D.
McConnell, Thomas S., M. D.

Consulting Medical Staff with Full Clinical Privileges in Pediatrics

Huchton, Paul J., M. D.
Mortimor, Edward A., Jr., M. D.
Nickey, Laurance N., M. D.
Rogers, Paul L., M. D.
Snyder, Russell, M. D.

Consulting Medical Staff with Full Clinical Privileges in Plastic Surgery

Orgel, Michael G., M. D.

Consulting Medical Staff with Full Clinical Privileges in Radiology

Brogdon, Byron G., M. D.
McGuire, John M., M. D.

Consulting Medical Staff with Full Clinical Privileges in Urology

Borden, Thomas, M. D.

CARRIE TINGLEY HOSPITAL
FOR CRIPPLED CHILDREN

1102



OFFICE OF THE ADMINISTRATOR

TRUTH OR CONSEQUENCES, NEW MEXICO
87901

TELEPHONE 884-2121

The following staff members are hereby reappointed to the
Carrie Tingley Hospital Medical Staff.

Active Staff

Munger, David H., M. D.
Medical Director

Gross, Richard H., M. D.
Associate Medical Director

Consulting Medical Staff with Full Clinical Privileges in
Orthopaedic Surgery

Breck, Louis W., M. D.
Coffey, H. Franklin, M. D.
Dixon, George L., Jr., M. D.
Ellis, Oren H., M. D.
Feagler, S. H., M. D.
Garcia-Moral, Carlos A., M. D.
Gingrich, R. Max, M. D.
Leonard, Morton H., M. D.
Luekens, Claude A., Jr., M. D.
Maldonado, Frank, M. D.
Miles, James S., M. D.
Moon, Norman F., M. D.
Moore, John S., M. D.
Omer, George E., Jr., M. D.
Overton, Lewis M., M. D.
Rock, Richard A., M. D.
Romine, John S., M. D.
Schatzman, Ronald C., M. D.
Turner, Robert S., M. D.
Weaver, James K., M. D.
Westen, William C., M. D.
Harvie, Ieith W., D. O.

authorized the Administrator to raise rates 6% in conformance with wage price guidelines, as soon as such determination was made. Mr. Carr also explained that the previously reported regulation of Title XIX dealing with the payment of cost or charges, whichever is lesser, has been postponed until July 1, 1974. He pointed out, however, that he would be pursuing this matter at length as it relates to the economic stabilization program and would be making recommendations in the future to bring charges in line with costs.

The Board then discussed the proposed budget for the 63rd fiscal year, with Mr. Carr pointing out that the Department of Finance and Administration was requiring that requests for General Fund appropriations be held to 12% and that our request, as submitted, was closer to 18%. After considerable discussion it was the decision of the Board to reduce capital requests by \$21,000.00 by eliminating the laundry mangle, the laundry tumble dryer, and the dining room furniture. These capital requests will be put in a special bill to be carried through the Legislature by Representative Murray Ryan and Senator Smalley. Mr. Carr was instructed to reduce expenses further to bring the General Fund appropriation request down to 12%.

The Board reviewed the audit report, with several members expressing dissatisfaction with the method of reporting. Mr. Carr was instructed to write the State Auditor, requesting additional information on the audit process. He was also asked to check to determine if an audit of the Foundation books should have been completed during this audit process.

The Board then discussed the Patient Entertainment Fund and, on motion by Mr. Davidson, seconded by Mrs. Wagner, it was unanimously agreed that all future donations to the Patient Entertainment Fund be deposited in a special entertainment fund in the Foundation.

Old Business

Mr. Carr reported to the Board that he had reviewed the original bid received to hook up the residences on natural gas and found it to be \$841.00; that, although Mr. McGregor had not been able to make a current bid, he had estimated an increase of approximately 35% over the original bid. On motion by Mrs. Waldrip, seconded by Mrs. Wagner, the Board unanimously authorized Mr. Carr to spend up to \$1,150.00 to hook up the residences to natural gas.

Discussion ensued regarding a change in the meal policy, whereby Mr. Carr had initiated a one-month trial basis of allowing all employees to eat in the hospital dining room for 75¢ per meal. He was requested by the Board to report on the result of this policy at the next meeting.

Mr. Carr also reported that he had talked to H.S.S.D. concerning the change in bed complement and had received their approval, but had not heard from the Governor's office concerning approval on that matter.

- B. Revised Title XIX Cost Reimbursement. The board was advised that an error had been found in the previously reported cost reimbursement and that as a result of that error the hospital was now expecting \$18,000.00 in Title XIX Cost Reimbursement instead of the originally reported \$9,000.00.
- C. Department Head Meeting. The minutes of the department head meeting were reviewed with the Board.
- D. Fire Marshal's Report. After reviewing the letter from the Fire Marshall's Office concerning enclosure of the upstairs stairways and fire doors for the Dining Room, Mr. Carr was instructed to obtain more specific cost data for consideration by the Board.
- E. Code of Conduct. Mr. Carr reported that the Code of Conduct approved by the Board in 1967 had now been approved by the Governor and filed with the Secretary of State, as required.
- F. Mr. Carr reviewed three items involving expenditures which are necessary to meet the Joint Commission requirements:
 - 1. A drenching shower for the Laboratory; cost \$175.00. On motion by Mrs. Waldrip, seconded by Mr. Davidson and duly passed, the expenditure was approved.
 - 2. Automatic fire extinguishing system for the range hoods in the kitchen; cost \$965.00. The Board requested that Mr. Carr obtain an additional bid for that item.
 - 3. Fire alarm hook-up. The cost of tying in the existing fire alarm system with the City Fire Department is estimated to cost \$794.00. Mr. Carr was instructed to obtain an additional bid on that item.

The Board reviewed financial statements for the month of November, with Mr. Carr pointing out that revenue was picking up as anticipated and that, through the 12th day of December, the hospital was meeting projected revenue to bring the year-to-date revenue picture in line by the end of December. He pointed out, however, that the Christmas holidays could slow this down somewhat.

Mr. Carr then explained to the Board that he had been reviewing the effects of the economic stabilization program on proposed rate increases and did not have specific rate increases to be reviewed by the Board at this time. On motion by Mr. Davidson, seconded by Mrs. Waldrip and passed, the Board unanimously

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

December 14, 1973

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A. M., Friday, December 14, 1973 at the Roswell Inn in Roswell, New Mexico. Board members present included Robley Hedrick, Chairman, Sophie Waldrip, Vice-Chairman, Sue Wagner, Secretary, Richard B. Traub and James I. Davidson. Also attending were Dr. David H. Munger, Medical Director, and John L. Carr, Administrator.

Minutes of the previous meeting were read and approved.

Report of Medical Director:

The Medical Director reported on the statistics for the month of November and on the Winter Seminar, which he reported to be a great success. Dr. Munger then presented to the Board the recommendations of the medical staff for the annual reappointment of all physicians. It was moved by Mr. Traub, seconded by Mrs. Waldrip and passed, that the recommendations of the medical staff be approved. Copy of Carrie Tingley Hospital Medical Staff attached to and made a part of these minutes.

The medical staff application of John S. Romine, M. D. was presented by Dr. Munger with the recommendation of the medical staff that Dr. Romine be appointed to the consulting medical staff with full clinical privileges in orthopaedics. On motion by Mr. Traub and seconded by Mrs. Wagner, the Board unanimously approved the medical staff recommendation.

Doctor Munger then presented the recommendation of the medical staff concerning the appointments of residents beginning January 1, 1974. It was moved by Mr. Traub and seconded by Mrs. Wagner that the staff recommendation be approved. Motion carried unanimously.

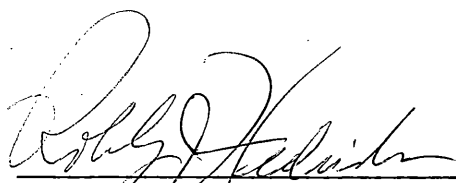
Administrator's Report:


Mr. Carr reported to the Board on the following items:

- A. J. C. A. H. Mr. Carr reported that much progress had been made during the past four weeks in the area of meeting the Joint Commission requirements. He explained that the questionnaire had been completed and that he expected a survey probably in February.

The next board meeting was scheduled for December 14, 1973 in Roswell, New Mexico with tours of the Rehabilitation Center and Villa de Sollano to be made either before or after the board meeting.

The meeting adjourned at 10:50 A. M.


Robley Hedrick, Chairman


Sue Wagner, Secretary

The Board was informed that the hospital's Reimbursable Cost Statement for the 61st fiscal year had been submitted, indicating an additional amount of approximately \$9,000 due Carrie Tingley from Title XIX for services rendered. Following discussion the Administrator was requested to proceed immediately with revision of hospital charges in order to align same with cost of services provided. Draft of revised charges is to be presented for board approval at the December meeting with implementation of same scheduled for January 1, 1974.

Mr. Carr and Dr. Munger presented for board approval, following a review of the hospital's physical facilities, a recommendation that the licensed bed capacity of Carrie Tingley Hospital be reduced from 92 beds to 77 beds retroactive to July 1, 1973. Following discussion, motion was made by Mr. Traub, seconded by Mr. Davidson and passed, that the bed complement be changed from 92 beds to 77 beds, retroactive to July 1, 1973, contingent upon the advice and consent of Governor King and the approval of the Licensure Division of the Department of Health and Social Services. Mr. Carr stated he would write Governor King and contact H. S. S. D. regarding the proposed change.

Correspondence was read from Sterling M. Carter, Chairman of Sierra County Commissioners, requesting Carrie Tingley Hospital to continue storing supplies and equipment included in the Packaged Disaster Hospital as a service to the local Civil Preparedness organizations of the community. It was the Board's recommendation that storage space continue to be furnished for these supplies.

Changes in charges for upstairs living quarters were discussed at length. The Administrator presented for board approval the following charges:

Option of two charge schedules:

- (1.) A charge of \$50.00 per month for room and laundry and 75¢ per meal for meals eaten at the hospital, or
- (2.) A charge of \$100.00 per month for room, laundry and all meals eaten at the hospital.

Motion was made by Mrs. Waldrip, seconded by Mrs. Wagner and passed, that the charge schedule as recommended by the Administrator be approved and implemented effective January 1, 1974.

Correction of deficiencies noted during the last survey were discussed, including revision of the hospital and medical staff by-laws. Proposed changes in by-laws are to be presented for board approval at the December meeting.

- B. Transfer of Glenda Phillips, Business Office employee, to the Albuquerque office of Health and Social Services November 1, 1973 with no break in state service.
- C. Acknowledgement of correspondence from Senator I. M. Smalley regarding special appropriation requests the hospital might submit during the coming Legislative session, offering his assistance with any such requests.
- D. Review of a letter from Harold Cohen, Coordinator of the Duke Dunbar Project for Institutions, regarding the difficulty being experienced in supplying appropriate films for Carrie Tingley because of non-participation by major film companies. Mr. Carr stated that he had written the Buena Vista Film Co. (producer of Walt Disney films); that Governor King and Ralph Edwards will also be requested to contact this film company, stressing the importance of the gratis movie program to children hospitalized here.
- E. Receipt of correspondence from the University of New Mexico Art Museum suggesting that Perry C. Huston, Kimball Art Museum, Ft. Worth, Texas, be contacted regarding the restoration of hospital paintings. Mr. Carr was requested to contact Mr. Huston regarding cost of such services.

Financial statements for the month of October, 1973 were reviewed by Bea Cleveland. Increase in the receipt of insurance collections was noted as a result of concentrated billing efforts during the past month.

Mr. Carr reported on a budget conference held with Paul Munogue, L. F. C., on November 13, at which time Mr. Munogue indicated he would recommend increases included in the 63rd fiscal year appropriation request with the possible exception of the revised salary schedule recommended by the State Personnel Board to be implemented July 1, 1974. The Administrator stated that a budget conference was scheduled with Kay Marr, Department of Finance and Administration, on December 4.

In discussion of energy conservation policies and anticipated shortages in fuel supply, Mr. Carr was requested to contact the Southern Union Gas Co. and obtain an estimated cost to connect the two hospital residences to natural gas.

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS MEETING

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A. M., November 16, 1973 in the Administrative Conference Room. Board members present included Robley Hedrick, Chairman, Sophie Waldrip, Vice-Chairman, Sue Wagner, Secretary, Richard B. Traub and James I. Davidson. Also attending were Dr. David H. Munger, Medical Director, John L. Carr, Administrator, Beatrice Cleveland, Business Manager, and Mary Emma Phillips, Administrative Assistant.

Minutes of the Board of Directors meeting held on October 18, 1973 were approved as written.

Report of the Medical Director included the following:

- A. Review of medical statistics for the month of October, 1973.
- B. Discussion of plans for the Carrie Tingley Hospital Winter Seminar and New Mexico Chapter of the Western Orthopaedic Association meeting scheduled for December 7-8, 1973 with Wood W. Lovell, M. D., Medical Director and Surgeon-in-Chief of the Scottish Rite Hospital for Crippled Children, Atlanta, Georgia, as the special guest speaker.
- C. Appointment of Keith W. Harvie, D. O., Orthopaedist, to the hospital consultant staff upon the recommendation of the Medical Director, by motion made by Mr. Traub, seconded by Mrs. Waldrip and unanimously passed.
- D. Comments concerning a survey of the residency program conducted by Dr. John S. Donaldson, Field Representative of the Department of Graduate Medical Education of the A. M. A., on November 8. Dr. Munger stated that no problems were indicated regarding the continued approval of the hospital's residency program.

In presentation of the Administrator's Report Mr. Carr commented on the following:

- A. Receipt of a pre-survey questionnaire from the Joint Commission on Accreditation of Hospitals, to be completed and returned by December 1, with survey scheduled in January or February, 1974.

Financial statements for the month of September were reviewed by Mrs. Cleveland, Business Manager. Of note were concentrated collection efforts during the past 60 days. Mr. Carr stated that, despite shortage of personnel in the Business Office, it was hoped that collections would be at budgeted projections by December 31.

Status of the Packaged Disaster Hospital Unit currently stored at Carrie Tingley Hospital was discussed by the Administrator. Mr. Carr indicated that the Department of Health, Education and Welfare was phasing out the emergency medical program and a 90-day notice of termination of the arrangement with Carrie Tingley Hospital had been received from that agency. He stated that, although the original proposal was to donate such units to hospitals where they were stored, subsequent information indicated that the units had been given to local Civil Defense Units to do with as they saw fit. It was the consensus of the Board that, since Carrie Tingley Hospital was not in a position to maintain the unit according to Federal and State regulations, storage space could continue to be provided if the local Civil Defense unit so desired but no responsibility could be assumed for proper maintenance and disposition of supplies.


Mr. Carr discussed plans for the Employee Award Dinner scheduled for November 15, 1973 at 7 P. M. and invited suggestions from Board members regarding special awards to be presented. Nominees for such recognition included Ralph Edwards for his 25 years of continued interest in the hospital and performances presented for the children; Mr. and Mrs. Ron Alford for their annual donations since 1966; Dr. Louis Breck for his invaluable assistance to the hospital since 1937; and Dr. Lewis Overton for his contribution to the medical program.

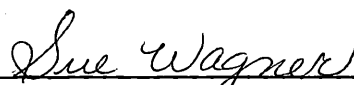
New State Personnel rules and regulations which became effective October 1, 1973 were summarized by the Administrator.

Mrs. Cleveland discussed recent Social Security amendments and the effect of these changes on anticipated revenue to Carrie Tingley Hospital.

The next meeting was scheduled for November 16, 1973.

The meeting adjourned at 10:05 P. M.


Robley Hedrick, Chairman


Sue Wagner, Secretary

- D. Discussion of plans for the Carrie Tingley Hospital Winter Orthopaedic Seminar and Meeting of the New Mexico Chapter of the Western Orthopaedic Association to be held December 7-8, 1973 with Wood W. Lovell, M. D., Scottish Rite Hospital, Decatur, Georgia as the Special Guest Lecturer.

The following items were reviewed by the Administrator in his report:

- A. Status of the involuntary termination of a Business Office employee which resulted in an appeal to the State Personnel Office and a pre-hearing conference on September 24 attended by the incumbent, her legal counsel, Mr. Carr and Mr. Rudy Felker of the Attorney General's Office.
- B. Performance and presentation of gifts by the Abbut Abyad Shrine Clowns of Albuquerque on October 14, 1973.
- C. Submission of an application for a Developmental Disabilities Grant in the amount of \$4,150 for the Special Behavioral Program at Carrie Tingley Hospital with such funds being earmarked for the purchase of equipment, part-time Psychologist services, and specialty training to appropriate personnel. Grant applications are to be considered October 19, 1973.
- D. Review of correspondence with the Museum of New Mexico regarding appraisal and restoration of hospital paintings wherein the names of two out-of-state appraisers and conservators were given. It was suggested that the Administrator contact the Fine Arts Department of the University of New Mexico regarding the appraisal and refurbishing of the paintings.
- E. Acknowledgement of correspondence from Harold Cohen, Coordinator of the Duke Dunbar Project for Institutions, concerning failure of certain film companies to participate in the furnishing of gratis movies for the hospital, particularly those who produce films appropriate for children. Mr. Carr informed the Board of his intent to contact these film companies and explain the benefit derived by Carrie Tingley from the project and perhaps request Governor King to contact them so that they would realize the outstanding contribution the free movies have been to the crippled children of the State of New Mexico over the past years.

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

October 18, 1973

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 7:00 P. M., October 18, 1973. Board members present included Robley Hedrick, Chairman, Sue Wagner, Secretary, James I. Davidson and Richard B. Traub. Also attending were Dr. David H. Munger, Medical Director, Dr. Richard H. Gross, Associate Surgeon, John L. Carr, Administrator, Beatrice Cleveland, Business Manager, and Mary Emma Phillips, Administrative Assistant.

Minutes of the Board of Directors meeting and the Joint Medical Advisory Committee-Board of Directors' meeting held on September 14, 1973 were approved as written.

Report of the Medical Director included the following:

- A. Statistics for the month of September, 1973 reflecting a continued increase in the number of hospitalized cases, the number of new admissions and number of clinic patients examined. Also of note was the increase in the number of operations performed. Dr. Munger stated that the excellent cooperation of the Crippled Children's Services Division accounted in part for the increase in number of patients seen and the assistance of the Associate Surgeon had made possible increased surgical procedures.

In discussing percentage of occupancy the Medical Director again commented on the need to reduce the 92 unit bed authorization for Carrie Tingley since adequate space was no longer available for this bed complement. Dr. Munger and Mr. Carr were requested to conduct a survey to determine the appropriate bed complement for licensure for presentation at the November board meeting.

- B. Comments regarding a letter received from Carroll B. Larson, M. D., Department of Orthopaedic Surgery, University of Iowa, following his three day visit to Carrie Tingley Hospital and subsequent meetings with Kathryn Flynn, Crippled Children's Services Division, and members of the Medical Advisory Committee.
- C. Notification of a survey of the Carrie Tingley Hospital residency program in orthopaedic surgery scheduled by the Department of Graduate Medical Education of the American Medical Association on November 8, 1973.

Financial reports for the month of August, 1973 were reviewed by Mr. Carr. He reported that income continued to be substantially under the budget, again because of Business Office personnel being off due to illness and the filing of insurance claims being substantially behind. Mr. Carr reported that one of those employees was now back and spending full time doing nothing but filing insurance. He reported that he expected some increase by the end of next month and a rather sizable change in that picture in the October report. Mr. Carr reported to the Board that, as previously directed, he had notified Mr. Orvil K. Roberts, President of New Mexico Loan and Mortgage Co., that we were willing to sell our stock in New Mexico Loan and Mortgage and in Union Co. at a price of \$6.50 per share. A reply has now been received from Mr. Roberts indicating his acceptance of that offer and, although not complete as of this reporting, a transaction has been started.

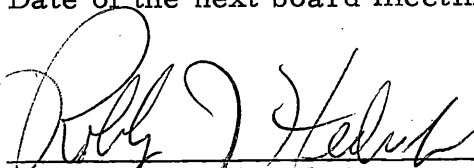
Mr. Carr then reviewed briefly with the Board the contents of the safety deposit box at the Hot Springs National Bank.

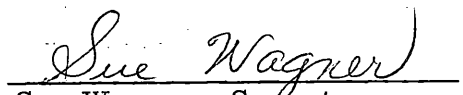
The finalized budget for the 63rd fiscal year was then reviewed. Mr. Carr pointed out that budgeted figures had not changed but that the reported breakdown had been altered somewhat from the initial report. Mr. Carr also reviewed for the Board the budget narrative.

Under old business, Mr. Carr reported that no written report had been received from the State Electrical Inspector concerning the hospital's electrical problems but that one was expected in the near future. Mr. Carr also reported that, on a recent trip to Chicago to attend the American Hospital Association convention, he had spent approximately three hours with a representative from the Joint Commission on Accreditation of Hospitals, discussing Carrie Tingley's deficiencies. He reported briefly to the Board that several of the corrections which were anticipated to require sizable capital expenditures had been straightened out and it now appeared that these would not be necessary.

There being no further business, the meeting was adjourned at 10:05 A. M.

Date of the next board meeting was scheduled for October 19, 1973.


Robley Hedrick, Chairman


Sue Wagner, Secretary

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

September 14, 1973

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A.M. September 14, 1973 at the Airport Marina Hotel, Albuquerque, New Mexico. Board members present included: Robley Hedrick, Chairman, Sophie Waldrip, Vice-Chairman, Sue Wagner, Secretary, James I. Davidson and Richard B. Traub. Also attending were John L. Carr, Administrator, and Kay Marr of the Department of Finance and Administration, Santa Fe.

Minutes of the August 17 meeting were approved as distributed.

The following items were reviewed by the Administrator in his report.

- A. Review of medical statistics with special emphasis on admissions, days of care, operations, laboratory and X-ray procedures, and number of clinic patients examined for the first two months of this fiscal year as compared with last year. In virtually every area statistics reflected a substantial increase.
- B. Mr. Carr reported that Mrs. Tony Bierner, whose husband is an employee in the Maintenance Department, was recently hired in the Laundry Department, with Mr. Carr explaining that he saw no conflict of interest since each had a separate supervisor.
- C. The Board reviewed in detail the involuntary termination of one of the Business Office employees. Following considerable discussion Sue Wagner moved, and Sophie Waldrip seconded, that the Board go on record as officially supporting the action of the Administrator in this case. Motion carried unanimously.
- D. Mr. Carr reported to the Board that, as a result of the Sierra County Fair livestock auction, Carrie Tingley Hospital had received a calf and two lambs. The calf was donated by Wm. I. Buhler and Associates on behalf of the Board of Directors of the proposed new bank in Truth or Consequences. One of the lambs was donated by Ben A. Holstein and Gene S. Pierreca of Mutual Bldg. and Loan Association; the other was donated by Mr. Ted Houghton of Farah Mfg. Co., El Paso, Texas.


Sue Wagner and passed, that approval be given the tentative budget as presented by the Administrator.

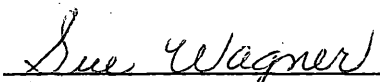
In discussion concerning the immediate need to replace Laundry equipment at a cost of approximately \$15,000, motion was made by Sue Wagner, seconded by Richard Traub and passed, that the Administrator inquire of the Department of Finance and Administration the possibility of requesting an emergency capital outlay appropriation for this equipment replacement.

Mr. Carr expressed his concern regarding implementation of the Fair Labor Standards Act at Carrie Tingley Hospital, noting that he had been informed by Mr. Jerry Manzagol, State Personnel Director, that state agencies did come under the Act. The Administrator noted that the major concern at Carrie Tingley appeared to be overtime by surgery and brace shop personnel for which compensatory time is now being given. Mr. Carr stated that he and Dr. Munger would attempt to reschedule personnel in these departments so that compensatory time could be taken in the pay period earned.

Board members were advised of plans for the First Annual Behavioral Habilitation Conference to be held at Carrie Tingley Hospital September 21-22, 1973, sponsored by the Cerebral Palsy Commission and the New Mexico Elks Association.

The meeting adjourned at 11:50 A.M.


Robley Hedrick, Chairman


Sue Wagner, Secretary

Implementation of the revised dining room policy was discussed by Mr. Carr, who stated that he had met with Nursing Services personnel and discussed the recently adopted board policy which will apply to all hospital personnel effective January 1, 1974.

Distributed for the Board's review was an outline of functions and goals of the Special Behavioral Program, identifying the primary purpose of the program as being the evaluation, behavioral training and appropriate placement of physically handicapped children.

A check list of deficiencies noted during the last Joint Commission on Accreditation of Hospital's survey was discussed by the Administrator. Progress on correction of same will be reported monthly to the Board.

Correspondence was read from Harold Cohen, Coordinator for the Duke Dunbar Project for Institutions, wherein the hospital was informed that gratis motion pictures would be furnished for patients in the immediate future.

Progress on installation of Carrie Tingley Hospital road markers was reported by Mr. Davidson.

The Board reviewed an agreement submitted for approval by the Director of Grants and Contracts of the University of Colorado Medical Center indicating reimbursement to the Colorado Resident Physician in the amount of \$12,514.00 during the 62nd fiscal year. Following discussion the Administrator was instructed to advise Mr. Leavenworth that, since only \$10,000 had been budgeted for these services during the 62nd fiscal year and the hospital was limited, by the State of New Mexico, to budgeted amounts, a revised agreement should be prepared. Mr. Carr noted that a more realistic figure would be projected for these professional services in the 63rd fiscal year budget.

Board members were notified of plans for the combined Medical Advisory Committee- Board of Directors meeting to be held at the Airport Marina Hotel in Albuquerque on September 14, 1973.

A proposed operating fund budget for the 63rd fiscal year was distributed and discussed in detail by the Administrator, reflecting total expenditures of \$1,531,701 and a General Fund Appropriation Request of approximately \$1,215,201. It was noted that increases in personnel costs resulting from the proposed revised classification and compensation plan effective July 1, 1974, reflected 37.4% of the increased expenditures and capital outlay (equipment replacement) 15.5%. It was the consensus that the budget represented a conservative estimate of anticipated expenses for the 63rd fiscal year. Motion was made by James Davidson, seconded by

- B. Review of discussions and correspondence with the State Personnel Office regarding deletion of proposed range revisions effective July 1, 1974 for the positions of L. P. N. 1 and Brace Maker. It was noted that, following a canvas by State Personnel of all state agencies, these two positions were included by amendment in the proposed revised compensation plan.

Financial reports for the month of July, 1973 were reviewed by Bea Cleveland, Business Manager. Over expenditures in certain line items reflecting annual, non-recurring expenditures were identified. Mr. Carr reported that Land Income received in July, 1973 had been temporarily invested in C. D. notes.

Following discussion concerning hospital investments, motion was made by Richard Traub, seconded by Sophie Waldrip and passed, that stock currently held in New Mexico Mortgage and Loan Co. and Union Co. be sold to Mr. O. K. Roberts, President of New Mexico Mortgage and Loan, at \$6.50 per share, upon the recommendation of Quinn and Co.

Board members reviewed an agreement prepared by Mr. Richard Ruffini, Trust Officer of the Hot Springs National Bank, whereby the bank would act as Custodian of the Carrie Tingley Hospital Investment Account, subject at all times to the instructions of the Board of Directors, acting as agent in the name of the hospital in the investment and exchange of securities. Tentative approval was given the negotiation of the agreement, pending further review and study of same by Mr. Carr, Administrator, and Mr. Hedrick, Board Chairman.

In discussing status of the hospital's electrical problems Mr. Carr commented on the following developments:

- A. Discussion and review of relevant correspondence with Don Homan, Property Management Control Division, Department of Finance and Administration.
- B. Reference of pertinent data by Mr. Homan to the State Electrical Board for their review.
- C. Visit to Carrie Tingley Hospital by Frank Billings, State Electrical Inspector, and his indication that a report would be forthcoming to the Board of Directors and to the Property Control Division regarding decision of the State Electrical Board.

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS MEETING

August 17, 1973

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A.M., August 17, 1973 in the Administrator's Office. Board members present included Robley Hedrick, Chairman; Sophie Waldrip, Vice-Chairman; Sue Wagner, Secretary; James I. Davidson and Richard B. Traub. Also attending were Richard H. Gross, M.D., Associate Surgeon, John L. Carr, Administrator, Mary E. Phillips, Administrative Assistant, Beatrice Cleveland, Business Manager, and Emilio Tapia, Chairman of the Employee Relations Committee.

Minutes of the July 20, 1973 meeting were approved as written.

Report of the Medical Director, presented by Dr. Richard H. Gross, included the following:

- A. Review of medical statistics for the month of July, 1973 reflecting a continuation of previous months' activity levels.
- B. Comments by Dr. Gross concerning the exceptional competency of certain para-medical personnel and the value of these services to the institution. Also noted were current medical library needs and the correlation of the library facility with research work required of resident physicians.
- C. Appointment to the hospital consulting staff of the following physicians by motion made by Sue Wagner, seconded by James Davidson, and duly passed:

Paul L. Rogers, M.D., Pediatrics
Michael Gorgel, M.D., Plastic Surgery

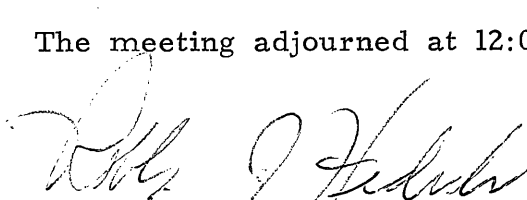
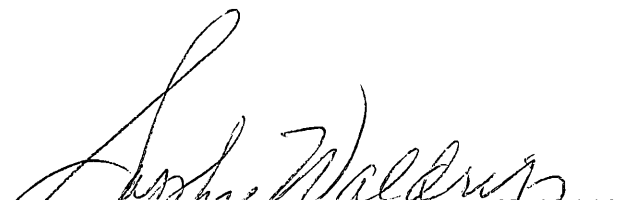
Included in the Administrator's Report were the following items:

- A. Discussion concerning an employee grievance considered by the Employee Relations Committee resulting in the Committee's agreement with action taken by the department head.

Proposed salary revisions for the 63rd fiscal year, received from the State Personnel Office for inclusion in the budget to be submitted September 1, 1973 to the Department of Finance and Administration, were commented on by the Administrator.

The next board meeting was scheduled for August 17, 1973 at Carrie Tingley Hospital.

The meeting adjourned at 12:00 Noon.


Robley Hedrick, Chairman
Sophie Waldrip, Vice-Chairman

DINING ROOM POLICY

CARRIE TINGLEY HOSPITAL EMPLOYEES

1. Free Meals
 - A. Dietary Personnel
 - B. Volunteers Working More Than 4 Hours Per Day
2. Employees To Pay Raw Food Cost of Meals
 - A. Employees who have less than one hour for lunch for the convenience of the hospital. (L.P.N.'s, Staff Nurses, Attendants, Clinic Personnel, Surgery Personnel, ...) *
3. Employees Not Eligible to Eat in Dining Room
 - A. Employees who have one hour lunch break shall not be eligible in eat in Dining Room.

*Effective January 1, 1974 (end of present contract with resident physicians) Item 2 will apply to Residents when on duty and to families of Residents when Resident is on call over the weekend.

The existing Swimming Pool Policy was discussed at length. Motion was made by Mrs. Waldrip, seconded by Mr. Davidson and passed, that the Swimming Pool Policy shall remain as written with the following exceptions:

Hours of Use, Monday through Friday, 5 P.M. to 9 P.M.
Hours of Use, Saturdays and Sundays, Not later than 9 P.M.

Correspondence was reviewed from the State Personnel Office and the Department of Finance and Administration concerning the change of the Medical Director's position from the State Exempt Salary Plan to the Classified State Personnel Plan, at the request of the Board of Directors and the Medical Director. It was noted that implementation of this change had resulted in the Medical Director being paid an annual salary of \$28,500 (Step 7 of Range 69) for the period July 1, 1973 to July 1, 1974. Motion was made by Mrs. Waldrip, seconded by Mr. Davidson and duly passed, that Page 2 of the contract of David H. Munger, M.D., Medical Director, be revised to reflect an annual salary of \$28,500 for the period July 1, 1973 to July 1, 1974, with salary for the second year of the contract to be at the next higher consecutive step indicated by the Classified Salary Plan at that time.

Motion was made by Mr. Traub, seconded by Mrs. Waldrip and passed, that the Administrator investigate the reinvestment of Series H bonds and the consolidation and reinvestment of C.D. notes in order to obtain a higher rate of interest; C.D. notes to mature at staggered, quarterly dates. Motion was also made by Mr. Traub, seconded by Mrs. Waldrip and passed, that Land Income, when received from D.F.A., be placed in temporary operating fund investments.

Final budget transfers for the 61st fiscal year, totaling \$4,350.00, required to align budgeted line items, were presented for approval. Motion was so made by Mrs. Waldrip, seconded by Mr. Davidson and passed.

Mrs. Novis Van Dyke, member of the Employee Relations Committee, reported on committee activity, indicating that two meetings had been held during the past month, that recommendations of employees regarding working conditions and patient care were continually being considered, and that work had begun on preparation of Employee Relations Committee By-Laws.

Mr. Davidson informed the board of correspondence with the State Highway Department and the New Mexico Museum regarding the placement of new historical markers at the entrance to the hospital grounds. New markers are being prepared for installation in the near future.

Mr. Carr reviewed the current status of hospital electrical problems indicating that he had discussed the need for a complete evaluation of the electrical system with Mr. Gerald Lake, Architect, and Mr. Chris Evangel, Electrical Engineer. Estimated cost of such an evaluation, which would include all necessary drawings, plans and specifications to go to bid on proposed changes, was \$1600 to \$2400. Following discussion the Administrator was requested to contact Mr. Don Homan, Property Control Division of the D.F.A., to discuss the electrical problems in detail; to ascertain appropriate action which should be taken to bring the electrical system completely up to date; and to determine the responsibility of the City of Truth or Consequences in maintaining adequate electrical power to the hospital.

The need for a board policy concerning use of the hospital dining room by employees was discussed by Mr. Carr, who indicated that he had discussed the matter with the Employee Relations Committee and it was the consensus of this group that a written policy which was fair to all employees was critically needed. Discussion ensued, following which Mr. Carr was requested to prepare a Dining Room Policy, as indicated below, for all hospital employees. Any problem areas encountered in implementation of the policy are to be reported at the next board meeting.

- A. Services of a professional transcription service in Albuquerque being used effective July 1, 1973, in order to clear up a back-log of x-ray transcriptions in the Medical Records Department. Mr. Carr noted that personnel needs in the Medical Records Department were currently being studied in an attempt to handle the work load in this area.
- B. Documentation of program and goals for the Special Behavioral Program currently being prepared will be presented at the August board meeting.
- C. Check list of deficiencies noted in the recent JCAH survey, with progress on same indicated, is being prepared for the board's review.
- D. Submission to the Department of Finance and Administration completed forms indicating the cost of implementing the revised 62nd fiscal year classification and compensation plan, totaling \$22,132.83.
- E. Appointment of Barbara Allsup, Laundry Worker I, as Acting Laundry Manager effective August 1, 1973, replacing Mrs. Muriel Burd who is retiring July 31, 1973. Mr. Carr indicated that, since no qualified applicant was available to fill the Laundry Manager position, Mrs. Allsup would serve as an underfill until such time as she could qualify for promotion or until a qualified candidate applied for the position.

Financial reports for the month of June and the fiscal year ending June 30, 1973, discussed by Bea Cleveland, Business Manager, reflected the following:

Cash Balance, Hot Springs National Bank	\$ 14,460.95
Encumbrances	853.59
Unencumbered Cash	13,607.36
Operating Fund Investments (Stocks, Bonds)	7,500.00
Investment Fund Investments	14,000.00
Investment Fund Cash	4,600.39
 Total Operating Fund Expenses	 1,173,149.04
(\$3,874 under budget)	
Nonbudgeted Expense	9,467.36
Total Expense	1,182,616.40

Motion was made by Mr. Traub, seconded by Mr. Davidson and duly passed, that the \$7,500.00 in stocks and bonds, included in Operating Fund Investments, be transferred to Investment Fund investments.

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

July 20, 1973

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A. M., July 20, 1973 in the Administrator's Office. Board members present included Robley Hedrick, Chairman, Sophie Waldrip, Vice-Chairman; James I. Davidson and Richard B. Traub. Also attending were David H. Munger, M. D., Medical Director, John L. Carr, Administrator, Mary E. Phillips, Administrative Assistant, Beatrice Cleveland, Business Manager, and Novis Van Dyke, Member of the Employee Relations Committee. Dr. Richard H. Gross, Associate Surgeon, also attended a portion of the meeting.

Minutes of the June 22, 1973 meeting were approved as written.

The Medical Director's Report included the following:

- A. Review of statistics for the month of June, 1973 and comparative annual statistics for the 61st and 60th fiscal years. Of note was the record number of admissions during the past 12-month period and increase in number of new patients seen, indicating the continuing demand for services provided by Carrie Tingley Hospital. Dr. Munger also commented on the 30-day average length of stay and the correlation of this figure with total medical care provided. It was suggested by board members that a press release be distributed regarding the increased services provided by the hospital, on both an inpatient and outpatient basis.
- B. Discussion and review of correspondence with Dr. W. Sterling Edwards, Asst. Dean for Graduate Education, U. N. M. Medical School, concerning negotiations in the establishment of a residents' contract for professional services of the three U. N. M. resident physicians at Carrie Tingley Hospital. Dr. Munger and Mr. Carr were requested to pursue the matter and attempt to resolve same so that proper budgeting could be determined for the 63rd fiscal year.

In presentation of the Administrator's Report, Mr. Carr commented on the following:

PATIENT	PARENT	SERVICE DATE	REPORT	AMOUNT
LUCERO, PEGGY	Lucero, Albert	12/15/72	4 billings	\$ 4.00
Macias, Laura	Macias, Enrique	6/1/72	2 billings-moved	16.00
ann, Stacy Lynn	Mann, Richard	8/5/72	9 billings	25.90
artinez, Therasa	Martinez, Johnny	6/22/72	11 billings	8.00
Miller, Kenneth J.	Miller, Charles H.	12/27/71	4 billings	3.00
Miller, Larry A.	Fields, Jeff	7/27/71	2 billings	84.45
Montano, Isaac Eugene	Baca, Tony	11/18/72	7 billings	30.00
McCloskey, Trace Joe	McCloskey, Patrick	8/16/71	1 billing	8.00
New, Sandra Denise	New, Charles	10/14/71	1 phone call	8.00
Ortiz, Rafael	Ortiz, Priscilla	10/12/72	6 billings	25.90
Padilla, Diane Marie	Mayhue, Dean J.	12/1/72	5 billings	22.50
Polzer, Kimberly	Johnson, C. Johnny	10/31/72	1 billing/LL patient	40.00
Reyes, Fernando, Jr.	Reyes, Fernando	10/26/72	6 billings	26.00
Riddle, Martha Ann	Riddle, Jean	8/21/72	7 billings	8.00
Robinson, Ted Lavon	Robinson, Elmo	10/28/70	12 billings-unknown	186.50
Roffman, Ariel	Roffman, Amiram	11/11/71	4 billings	5.00
Romero, Joe Lalo	Romero, Lalo	9/10/72	7 billings	16.00
Roybal, Spring	unknown	7/22/72	9 billings	23.45
Rudolfo, Dawn	Rudolfo, Jimmy	2/23/72	12 billings	8.00
Saiz, Freddie Lee	Saiz, Virginia	6/1/72	17 billings	21.25
Saiz, Michelle Elizabeth	Saiz, Virginia	9/16/72	16 billings	64.65
Salazar, David Michael	Salazar, Pat	11/18/72	13 billings	8.00
Salazar, Donna M	Salazar, Joe	9/2/72	4 billings	22.00
Salazar, Yvonne	Salazar, Joe	3/22/72	14 billings	8.00
Sanchez, Linda Lou	Aguilar, Paul	9/8/72	7 billings	8.00
Sanchez, Roxanne R.	Sanchez, Joe	8/5/72	5 billings-unknown	8.00
Sanchez, Yvette Marie	Baca, Jackie	11/7/71	12 billings-unknown	8.00
andoval, Joaquin	Sandoval, Antonio	11/18/72	3 billings-moved	27.10
hannon, George Brady	Shannon, Brady	8/3/72	13 billings	8.00
Shen, Glenna	Shen, Fung Win	10/21/72	6 billings	8.00
Stephens, Sandra Lynn	Stephens, Douglas	11/16/72	4 billings	8.00
Suazo, Ronnie James	Suazo, Frank	7/20/72	9 billings	8.00
To, Tac Sun	To, Chi Kwong	6/1/72	5 billings-moved	17.10
Henny, Travis	unknown	10/9/72	5 billings	17.95
Trevino, Robert	Elores, Maria	9/7/72	9 billings	89.50
Trujillo, Angus	Trujillo, Joe	5/8/72	9 Billings-no such #	55.00
Trujillo, Beatrice	Trujillo, Henry	9/28/72	9 Billings-Wrong Add.	16.00
Trujillo, Kenneth V.	Trujillo, Emilio	12/16/72	8 billings-no address	112.20
Trujillo, Valerie T.	Trujillo, Emilio	12/16/72	8 billings-wrong add.	157.85
Trujillo, Victoria	Trujillo, Narciso	12/2/72	3 billings	8.00
Tuttle, John	Tuttle, Dean	5/4/72	10 billings	26.00
Valenzuela, Antonio R.	Valenzuela, Antonio	10/26/72	6 billings	8.00
Van Winkle, Jodie Lee	Van Winkle, Jerry	11/9/72	5 billings	16.00
Vargas, Sandra M.H.Chavez	Chavez, Trinidad	11/3/70	10 billings	31.12
Vigil, Richard D.	Vigil, Roberta	6/17/72	16 billings	33.25
Wilson, Jesse Morgan	Wilson, Frank H.	9/7/72	8 billings	8.00
Wisley, Ricky Lee	Wisley, Douglass	1/25/72	15 billings	37.00
Shannon, Richard	Hannon, Brady	8/3/72	8 billings	8.00

TOTAL

\$5,663.08

Transferred to Inactive File by Board Action 6/27/73.

CARRIE TINGLEY HOSPITAL
Bad Debts Write-offs
June 30, 1973

PATIENT	PARENT	SERVICE DATE	EFFORT	AMOUNT
Acosta, Abraham Rene	Acosta, Candelario	3/29/73	Moved-no address	\$ 24.00
ALLEN, BRIAN KENNETH	Allen, Mrs. Texas	1/20/73	Moved	10.00
Apodaca, Sammy Blas	Apodaca, B. C.	9/7/72	8 billings	8.00
Archuleta, Aaron	Archuleta, Leroy	3/27/72	7 billings	8.00
Armijo, Irene	Armijo, Horacio	3/26/71	11 billings	20.00
Begay, Darrell	Begay, Fred	7/27/72	10 billings	41.00
Benavidez, Robert	Benavidez, Bella	8/19/72	8 billings	8.00
Bennett, Hugh	unknown	9/2/72	8 billings	10.45
Bickford, Tammy Lee	Bickford, Bobby	10/16/72	10 billings	614.35
Blackledge, Glenn Willard	Blackledge, Glen	6/29/72	10 billings	44.15
Bradley, Gidget L.	unknown	3/15/73	no address	16.00
Brumley, Alan Wesley	Brumley, Henry A.	7/27/72	10 billings	12.00
Chavez, Freddie	Chavez, Freddie, SR	7/22/72	5 billings	8.00
Chavez, Gilbert F.	Chavez, Frank A.	12/14/72	4 billings	110.10
CHERRY, Lance Paul	Cherry, Ron	6/17/72	14 billings	107.40
Cobos, Patsy Ann	Cobos, Anna Marie	8/28/72	8 billings	21.75
Cook, Barney	Cook, Bob	7/1/72	8 billings	14.70
Coriz, Floria Ann	Coriz, Lorenzo	6/18/72	10 billings	15.10
Coriz, Rose Marie	Coriz, Lorenzo	9/16/72	14 billings	91.90
Cox, Donna Earlene	Cox, James E.	12/7/72	4 billings	64.50
Cox, Tammy Joline	Cox, Marshall	1/29/73	3 billings-moved	4.00
Cunningham, Kelly Joe	Cunningham, Clarence	9/16/72	4 billings-moved	11.75
De La O, Carmella	De La O, Valentino	8/5/72	14 billings	11.00
Espinal, George Richard	Romero, Stella	4/27/72	12 billings	21.30
Ezell, Jerry	Ezell, William Welsey	2/19/72	6 billings-moved	56.25
Gallegos, Judy M.	Gallegos, Raymond	3/17/73	14 billings	23.75
Gallegos, Loretto Roberto	Gallegos, Loretto	5/25/72	15 billings-moved	16.00
Garcia, Alvin Noe	Garcia, Dario	7/24/72	10 billings-unknown	20.00
Gonzales, Richard F.	Gonzales, Olivia	11/18/72	2 billings-unknown	22.00
Goodman, Mary Nelie	Goodman, Earl	7/29/71	1 billings (letter)	24.00
Gutierrez, Peggy Louise	Gutierrez, George	5/7/72	12 billings	16.00
Hassman, Kay (Crayle)	Hassman, Fred	6/15/72	18 billings	16.00
Heard, William Charles	Heard, William C	5/23/72	10 billings-bankrupt	126.91
Herrera, Gloria	Herrera, Jessie	5/7/71	5 billings	77.85
Hillerman, Monica	Hillerman, Tony	8/3/71	3 billings-refuses	53.50
Huffman, Robert	Huffman, Robert SR	3/16/72	16 billings	462.60
Hurst, Steven Ray	Hurst, Marion	6/1/72	12 billings	135.50
Hurst, Steven Ray	Hurst, Marion	10/11/72	10 billings	1,488.90
Irick, Lo Ann	Crawford, Grace	5/26/71	5 billings	20.00
Jewell, Jayne Louise	Pendergrass, Donna	9/28/72	2 billings	8.00
Jewell, Jerry Lee	Pendergrass, Donna	9/7/72	2 billings	20.00
Jimenez, Luis	Jimenez, Apolonio	7/13/72	8 billings	49.70
Kruhm, Karen Leigh	Kruhm, Burt	8/19/72	3 billings-refuses	18.00
Lassiter, Robert D.	Lassiter, Reed	11/14/72	5 billings	40.00
Lauer, Karen Lynn	Lauer, Andy	6/17/71	11 billings	62.40
Lewis, Warren Frederick	Garcia, Judy	10/21/72	15 billings	99.00
Long, Robert Keith	Long, Richard	3/3/73	14 billings	60.60
Lowder, Stayce Adell	Lowder, Jerry W.	8/17/72	4 billings	8.00
Lucero, Linda A	Lucero, Otto	3/2/72	22 billings	44.00

TO: LEGISLATIVE AUDITOR *
ROOM 233
STATE CAPITOL BUILDING
SANTA FE, NEW MEXICO

STATEMENT OF UNUSABLE EQUIPMENT TAKEN OUT OF SERVICE IN COMPLIANCE WITH
6-1-7.1 N.M.S.A., 1953 Comp., 1963 Suppl.

CARRIE TINGLEY HOSPITAL

~~PUBLIC SCHOOLS~~

June 22, 1973

DATE

TOTAL AMOUNT \$3,629.25

FINDINGS

Board of DIRECTORS, CARRIE TINGLEY HOSPITAL, at a meeting held
June 22, 1973, specifically finds that each item included in
the list hereto attached and hereby made a part hereof has a current resale
value of \$50 or less and is worn out, unusable, or obsolete to the extent
that it is no longer economical or safe for continued use; that each item
is to be disposed of by Discarding as Junk or by Trade-In

Richard B. Trout
President or Chairman

Bill J. Kishida
Vice President or Vice Chairman

Lynne Woodward
Clerk, or Secretary

Sue Wagner
Member

J. G. Davidson
Member

subscribed and sworn to before me this _____

Notary Public

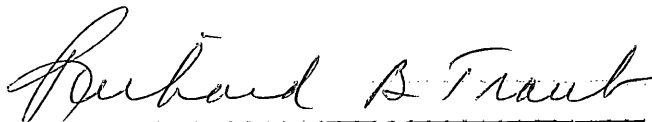
Note*

If value of items is over \$50.00, address the request to the Department
of Finance and Administration, State Capitol Building, Santa Fe, New
Mexico 87501

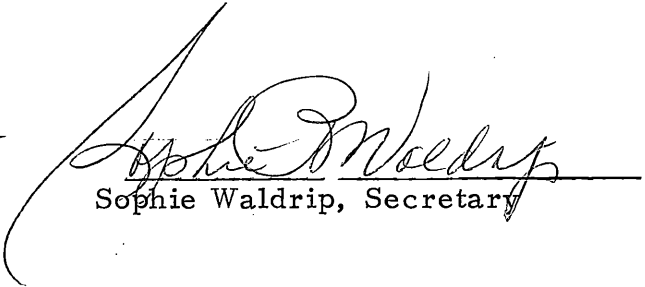
Election of officers for the period July 1, 1973 to July 1, 1974 ensued. Nominations for Chairman were requested by Mr. Traub. By motion made by Sophie Waldrip Robley Hedrick was nominated for Chairman. Motion was seconded by James Davidson and Mr. Hedrick was elected by acclamation. Nominations were requested for Vice-Chairman. By motion made by Sue Wagner and seconded by James Davidson, Sophie Waldrip was nominated for Vice-Chairman and elected by acclamation. Nominations for Secretary were requested. By motion made by Sophie Waldrip and seconded by James Davidson, Sue Wagner was elected Secretary by acclamation.

The next board meeting was scheduled for July 20, 1973 at Carrie Tingley Hospital.

The meeting adjourned at 11:45 P. M. A tour of the hospital followed adjournment.



Richard B. Traub, Chairman



Sophie Waldrip, Secretary

- D. Status report on U. N. M. Medical School salary problems by Dr. Munger, indicating that the matter reflected a continuing evolution of difficulties regarding residents' salaries at the Medical School which did not affect the Carrie Tingley Hospital residency program.

The advisability of negotiating a contract with the Medical School for professional services of the three U. N. M. residents at Carrie Tingley was again discussed. Mr. Carr and Dr. Munger were requested to pursue the matter and determine the feasibility and advantages of such an arrangement.

- E. Review of correspondence from the Joint Commission on Accreditation of Hospitals wherein accreditation of the hospital was renewed for a period of one year or until a subsequent survey was conducted. Recommendations made by JCAH representatives who conducted the survey on February 5, 1973 were noted. Dr. Munger and Mr. Carr noted that compliance with same would be initiated immediately; that a check list of deficiencies would be prepared and progress on each indicated for the Board's information.

Contract considerations for David H. Munger, M. D., Medical Director, were discussed and correspondence noted regarding limitations of the Exempt Salary Plan which would prohibit approval by the Department of Finance and Administration of the Medical Director's contract negotiated at the May 18, 1973 board meeting at an annual salary of \$28,080. Mr. Carr indicated that, in conversations with Mr. Robert Kirkpatrick, Mr. Fred Muniz and Mrs. Kay Marr of the D. F. A., the possibility of changing the Medical Director's position to the State Classified Salary Plan had been pursued, which would place Dr. Munger at Range 72 with other State Medical Directors and allow a much broader range for salary advancement by annual increases. It was felt by the Board that Dr. Munger should be placed at Step 4 within Range 72 since the work requirement of his position was much more comprehensive than that outlined ⁱⁿ the state specification for the position and a review of his salary history indicated that his remuneration had been below that of other Medical Directors in the State. Following discussion, and with the concurrence of Dr. Munger, motion was made by Mr. Hedrick, seconded by Mrs. Waldrip and passed, that a change from the Exempt Salary Plan to the State Classified Plan be approved for the Medical Director of Carrie Tingley Hospital; that he be placed at Step 4 of Range 72, and that this change in no way affect fringe benefits provided Dr. Munger by the board; effective date to be July 1, 1973. Necessary documentation to effect the change will be submitted to the Department of Finance and Administration and the State Personnel Office by the Administrator.

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

June 22, 1973

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A. M., June 22, 1973 in the Administrator's Office. Board members present included Richard B. Traub, Chairman, Robley Hedrick, Vice-Chairman; Sophie Waldrip, Secretary; Sue Wagner and James L. Davidson. Also attending were David H. Munger, M. D., Medical Director, John L. Carr, Administrator, Mary E. Phillips, Administrative Assistant, Beatrice Cleveland, Business Manager, and Mary Lou Sanchez, Co-Chairman of the Carrie Tingley Hospital Employee Relations Committee.

Minutes of the May 18, 1973 meeting were approved as written.

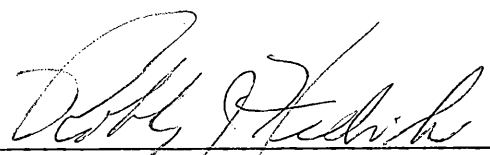
Report of the Medical Director included the following:

- A. Review of medical statistics for the month of May, 1973 reflecting a continuation of previous month's activity levels. In discussing percentage of occupancy Dr. Munger indicated that he felt the 92 unit bed authorization for Carrie Tingley Hospital should be reduced since adequate space was not available for this bed complement. It was the Board's recommendation that the Medical Director and the Administrator proceed with a study to determine the appropriate bed complement for which the hospital should be licensed.
- B. Appointment of the following physicians to the hospital residency staff for the period July 1, 1973 through December 30, 1973, by motion made by James Davidson, seconded by Sophie Waldrip, and duly passed:

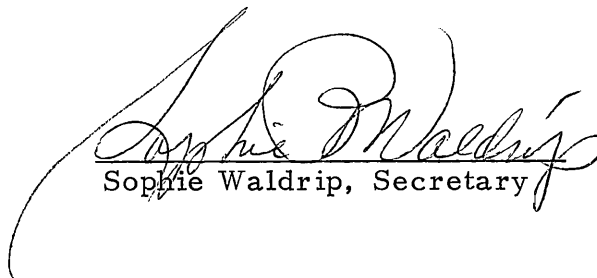
Michael S. Ravitch, M. D., U. N. M. School of Medicine
Edward A. Venn-Watson, M. D., U. N. M. School of Medicine
William T. Mayhall, M. D., U. N. M. School of Medicine
Gilbert L. Anderson, Jr., M. D., University of Colorado
Medical School
Robert T. Urban, M. D., U. S. Army, William Beaumont
- C. Appoint of Richard H. Gross, M. D. to the active medical staff effective July 1, 1973 by motion made by Sophie Waldrip, seconded by Sue Wagner and duly passed.

The next board meeting was scheduled for June 22, 1973 at Carrie Tingley Hospital.

The meeting adjourned at 11:15 A. M.



Robley Hedrick, Vice-Chairman



Sophie Waldrip, Secretary

Of note was the receipt of settlement on the Medicaid Cost Report for the period ending June 30, 1972 in the amount of \$10,000.

Payment of an invoice to Ralph's Body Shop of Las Cruces, N. M. in the amount of \$1,627.56 for repairs to the 1973 Ford Station Wagon which was involved in an accident on April 12, 1973, was approved by motion made by Mrs. Waldrip, seconded by Mr. Davidson and passed.

The purchase of an electric range for the administrator's residence at an approximate cost of \$250 to \$275 was approved by motion made by Mrs. Wagner, seconded by Mrs. Waldrip and passed.

Correspondence was reviewed concerning: (1) completion of the air conditioning of the telephone equipment room; (2) arrangements by Mr. Harold Cohen, Rocky Mountain Motion Picture Association, Denver, Colorado to furnish gratis films to Carrie Tingley Hospital; (3) status of revisions to Exempt Salary Plan by the State Personnel Office and the D. F. A.

Air conditioning various areas of the hospital, prior to the summer months, as a temporary measure until further consideration could be given the master air conditioning plan prepared by Mr. Gerald Lake, was discussed at length. Motion was made by Mrs. Waldrip, seconded by Mr. Davidson and passed, that three air conditioning units be purchased and placed in the Administrator's office, Accounting office and office housing the Xerox machine, thereby providing more adequate conditioning for the Medical Records offices and clinic area.

Contract considerations were discussed with Dr. David H. Munger, Medical Director, whose present contract expires June 30, 1973. It was determined that, since Dr. Munger is currently at the last step of the range assigned to the position of Medical Director in the Exempt Salary Plan, with no room for advancement in salary, and anticipated revisions to the Exempt Salary Plan had not been received, a two-year contract effective July 1, 1973 should be negotiated, subject to the Governor's approval, at a salary of \$28,080.00 for the period July 1, 1973 to July 1, 1974; salary for the period July 1, 1974 to July 1, 1975 to be the next higher consecutive step increase as indicated by the Exempt Salary Plan at that time; that a copy of the contract be sent to Governor King for his approval with a copy to Robert Kirkpatrick, Director of the Department of Finance and Administration. Motion was so made by Mr. Davidson, seconded by Mrs. Wagner and passed.

- E. Review of correspondence from Dr. Sterling Edwards, Acting Assistant Dean for Graduate Education, U.N.M. School of Medicine, wherein Carrie Tingley Hospital was requested to match the salaries of U.N.M. residents to those paid by other hospitals making up the University of New Mexico Affiliated Hospitals. Following discussion it was determined that, although the board was appreciative of the Medical School's desire to develop a uniform salary schedule, Carrie Tingley Hospital could not, as a state hospital, vary from wages established for residents in the State Exempt Salary Plan. Possible advantages were noted in Carrie Tingley Hospital and the U.N.M. School of Medicine negotiating a contractual agreement for professional services covering the three orthopedic residents at Carrie Tingley, such as the contract the hospital now has with the University of Colorado Medical Center. Dr. Munger stated he would discuss the matter with Dr. Edwards.
- F. An outline of duties and responsibilities of the positions of Medical Director and Associate Medical Director of Carrie Tingley Hospital were distributed for the board's review and approval.
- G. Other items discussed, but tabled pending the arrival of Mr. Carr, included: occasional use of the hospital swimming pool by hospital employees; the need for additional fencing around the pool as a safety measure; the need for written policies concerning (1) compensatory time for department heads, (2) use of the hospital dining room by employees on clinic days without charge. Mrs. Phillips was asked to distribute a memorandum to employees indicating that, until such time as a written policy regarding employee meals was adopted, department heads should determine which employees in their department might receive free meals other than on days when Thursday clinics are scheduled.

Mrs. Phillips was also requested to contact the hospital's liability insurance carrier to determine whether coverage was provided employees of the hospital and hospital visitors who occasionally use the hospital swimming pool.

Financial statements for the month of April, 1973 were reviewed by Bea Cleveland, Business Manager. Distributed for the board's review were copies of a budget increase request to the Department of Finance and Administration in the amount of \$40,000, covering over-expenditures in budgeted line items as of May 18, 1973. It was noted that this was the first budget increase of the current fiscal year, other than one reflecting the D.F.A. reimbursement to Carrie Tingley for implementation of minimum wage increases effective July 1, 1972. The budget increase was approved as presented for submission to the D.F.A. by motion made by Mrs. Wagner, seconded by Mr. Davidson and duly passed.

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

May 18, 1973

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A. M., May 18, 1973 in the Administrator's Office. Board members present included Robley Hedrick, Vice-Chairman; Sophie Waldrip, Secretary; Sue Wagner and James I. Davidson. Also attending were David H. Munger, M. D., Medical Director, Mary E. Phillips, Acting Administrator, Beatrice Cleveland, Business Manager, and Emilio Tapia, Chairman of the Carrie Tingley Hospital Employee Relations Committee.

Minutes of the April 27, 1973 meeting were approved as written.

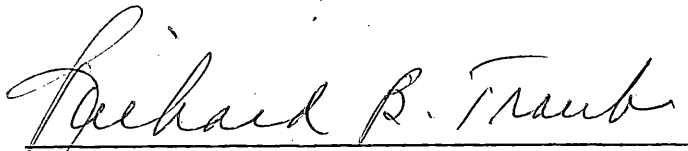
Included in the Medical Director's report were the following items:

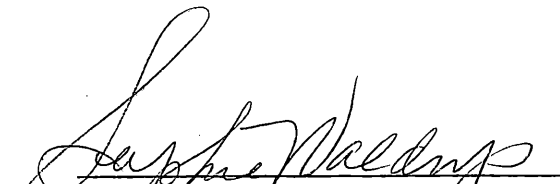
- A. Hospital statistics for the month of April, 1973, reflecting the largest number of admissions and outpatient visits in the history of the hospital; also the shortest average length of stay.
- B. Announcement concerning plans for the Carrie Tingley Hospital Spring Seminar scheduled for June 22-23, 1973.
- C. Appointment of John M. McGuire, M. D., Radiologist, to the hospital consulting staff upon the recommendation of the Medical Director, by motion made by Mrs. Wagner, seconded by Mr. Davidson and duly passed. Dr. McGuire will visit the hospital on a monthly basis to interpret those radiographic procedures not strictly related to orthopedic surgery.
- D. A report by Dr. Munger regarding the meeting of the Medical Advisory Committee in Albuquerque on April 20, 1973. Payment of \$76.45 to Dr. James S. Miles for reimbursement of travel expenses incurred in attending the meeting was approved by motion made by Mrs. Wagner, seconded by Mrs. Waldrip and passed.

Motion was made by Mrs. Waldrip, seconded by Mrs. Wagner and passed that the board policy adopted November 17, 1972 regarding reimbursement of expenses to Medical Advisory Committee members be amended by deleting the word "annual" in reference to M. A. C. meetings to which the policy applies.

Date of the next board meeting was scheduled for Friday, May 18, 1973
at Carrie Tingley Hospital at 8:30 A.M.

The meeting adjourned at 4:45 P.M.


Richard B. Traub, Chairman


Sophie Waldrip, Secretary

Mr. Hedrick discussed problems currently being encountered with the hospital telephone switchboard and control panel, resulting from heat build-up in the control room and the accumulation of dust on the equipment. He stated that on April 26 he, Mr. Davidson, Dr. Munger, Mrs. Cleveland and Mrs. Phillips met with Mr. John Evans and the District Manager of Western States Telephone Company to discuss these problems and determine ways in which capabilities for future service could be planned. Mr. Evans indicated that the equipment room should be air conditioned and made dust proof; that once the hospital had accomplished this the telephone company would assume full responsibility for keeping the equipment in proper working order; that a lock would be placed on the equipment room, the key to which would be kept by the telephone service man, with one emergency key to the hospital administrator.

Also discussed in detail was the feasibility and cost of installing an in-state watts line for hospital out-calls since it was felt the cost would be considerably less than current toll charges for long distance calls and would be much more convenient for physicians and hospital personnel. Quotation from Western States Telephone Co. for this service was \$160 for the first 10 hours of on-line time and \$13.50 for each additional hour. Motion was made by Mr. Davidson, seconded by Mr. Hedrick and passed, that an appropriate air conditioner be purchased immediately and placed in the telephone equipment room; that, following installation of the conditioner, the room be made dust proof; that Western States Telephone Co. be advised when these changes were accomplished. Motion was also made by Mr. Hedrick, seconded by Mr. Davidson and passed, that Mr. Evans be instructed to proceed with installation of the watts line indicated above.

The subject of hospital grounds upkeep was discussed at length. It was felt by the board that top priority should be given immediately to improving the appearance of hospital grounds with adequate use of fertilizer, weed killer, and water to maintain well kept lawns and grounds. Mrs. Phillips was instructed to impart this information to Mr. Rich, Building and Grounds Superintendent, and request that immediate steps be taken to improve the appearance of the grounds.

Mrs. Flora Chavez, representative of the Employee Relations Committee, when asked for comments regarding committee recommendations, indicated that it was felt by hospital personnel in patient care areas that additional Attendants were needed. Mrs. Phillips stated that she felt Mr. Carr and Dr. Munger, when formalizing plans for the Special Behavioral Program, would consider this need.

The following items were reviewed and discussed:

- A. Correspondence from the State Auditor indicating approval of an audit contract with Cooper, Burrows and Co. to conduct the hospital's 61st fiscal year audit at a cost of \$3,800.
- B. An inspection report from the State Fire Marshall's Office following a survey on March 22, 1973, indicating only minor deficiencies which are being corrected.
- C. Details concerning an accident involving the hospital's 1973 Ford Station Wagon on April 12, 1973 while the vehicle was transporting children from the hospital to the Junior High School for a recreational outing, indicating that, while no patient injuries resulted from the accident, considerable damage was done to the vehicle. Mrs. Phillips stated that, in compliance with instructions from Mr. Don Homan, State Property Control Division, assessment of damage and arrangements for repair were handled by the General Adjustment Bureau of Las Cruces. Mr. Hedrick commended Miss Isabel Apodaca, Recreational Aide, driver of the station wagon, on her alertness at the time of the accident, stating that he felt her excellent handling of the vehicle very possibly prevented serious injuries to occupants of the car.
- D. Correspondence was read from Robert E. Kirkpatrick, Director of the Department of Finance and Administration, concerning updating of the exempt salary plan. Suggested revisions to the plan, submitted by Carrie Tingley Hospital, included revision of the Medical Director's salary range and establishment of an appropriate range and step for resident physicians. Revision of the exempt salary plan is anticipated prior to July 1.
- E. Of note was a current appraisal of value of hospital buildings and contents, made by U.S.F. & G., property insurance carrier, on April 2, 1973, indicating a total appraised value of \$2,953,901. No endorsement to the hospital's current property insurance was recommended by the insurance carrier.
- F. Letters indicating retirement, or termination, were read from the following department heads: Domenica Rush, Operating Room Supervisor; Muriel Burd, Laundry Supervisor; Faye Leigon, School Principal; and Rosemary Nunn, Chief Physical Therapist.

Major increases in expenditures included in the revised operating budget, totaling \$20,127, included increased costs of personnel services, employee benefits, and insurance (property, workmen's compensation, liability and malpractice). It was also noted that the General Fund appropriation was \$6,620 less than that requested in the original biennial budget and \$10,000 in unbudgeted receipts (reimbursable cost adjustment) had been deleted from the revenue estimate projected in September, 1972.

Following discussion, motion was made by Mr. Hedrick, seconded by Mrs. Waldrip and passed, that the revised budget be submitted as presented to the board.

Correspondence was reviewed from the Legislative Finance Committee wherein an assessment of the value of zero base budgeting to Carrie Tingley Hospital was requested. The matter was deferred pending the arrival of Mr. Carr on June 1.

Documents were reviewed concerning the appointment of Mr. John L. Carr as Administrator of Carrie Tingley Hospital, replacing Charles J. Ederer who terminated on April 21, 1973. It was noted that, by action of the Selection Committee on March 27, 1973 and the subsequent approval of all board members, the position was offered to Mr. Carr and accepted by him, contingent upon the approval of Governor Bruce King. Governor King was advised of Mr. Carr's tentative appointment on March 28, 1973 and Mr. Traub stated that the Governor had verbally expressed his endorsement of Mr. Carr's contract to him. Motion was made by Mrs. Waldrip, seconded by Mr. Davidson and passed, that the contract with Mr. Carr be negotiated effective June 1, 1973 for a period of two years, at a salary of \$17,736.00 plus groceries available from hospital stock and laundry for the period June 1, 1973 to June 1, 1974. A salary of \$18,672.00 plus benefits shall be indicated for the period June 1, 1974 to June 1, 1975, contingent upon the exempt salary schedule at that time.

Motion was made by Mr. Hedrick, seconded by Mr. Davidson and passed, that Mary Emma Phillips be appointed Acting Administrator, retroactive to April 21, 1973 until June 1, 1973; that Mr. Hedrick co-sign all hospital checks with Mrs. Phillips during this interim period.

Of note was correspondence received from Boyd F. Scott, President of the New Mexico Theatre Association and Mr. Bob Tankersley, President of the Rocky Mountain Association, wherein Mr. Traub was advised that Mr. Harold Cohen of Denver, Colorado, was making arrangements to continue providing free movies for the children at Carrie Tingley Hospital. Mrs. Phillips was requested to contact Mr. Cohen regarding procedures in obtaining the film.

Financial statements for the month of March, reviewed by Mrs. Cleveland, Business Manager, reflected a cash balance March 31, 1973 of \$12,178.60 with no encumbrances. In commenting on over-expenditures in certain line items of the operating fund budget, Mrs. Cleveland stated that submission of budget adjustments for the 61st fiscal year had been deferred until May 30, upon the recommendation of the Department of Finance and Administration, in order to eliminate the need of a second budget adjustment prior to the end of the fiscal year.

Documents pertinent to the preparation of the revised 62nd fiscal year budget to be submitted to the Department of Finance and Administration May 1, 1973 were distributed and discussed by Mrs. Phillips. The budget as presented reflected the following:

Composite Budget

Revenue

General Fund Appropriation	\$ 972,600 *	
Other State Funds	284,500	
Federal Grant Funds	73,200 **	
Total Revenue	\$ 1,330,300	(Plus Cash Carry-Over)

*Includes \$36,000 Federal Rev. Sharing Fds., Special Behavioral Pgm.

**Includes \$56,984 Title IV revenue to be deleted by budget adjustment.

Expenditures

\$ 1,330,300 *

Includes expenditures for Special Behavioral Pgm., Title IV.

Operating Fund Budget

Revenue

General Fund Appropriation	\$972,600	(Includes \$36,000 Fed. Rev. Fds.
Other State Funds	283,500	Special Behavioral Program)
Total Revenue	\$1,256,100	

Expenses

Personal Services	\$821,421	
Employee Benefits	126,535	
Travel	8,389	
Maint., Repairs	31,000	
Supplies, Materials	132,520	
Contractual Serv.	111,060	
Other Op. Costs	19,000	
Capital Outlay	6,175	\$ 1,256,100 (Includes \$36,000 expenses for Special Behavioral Pgm.)

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

April 27, 1973

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 2:00 P. M. , April 27, 1973 in the Administrator's office. Board members present included Richard B. Traub, Chairman; Robley Hedrick, Vice-Chairman; Sophie Waldrip, Secretary; James I. Davidson. Also attending were Mary Emma Phillips, Acting Administrator, Beatrice Cleveland, Business Manager, and Flora Chavez, representative of the Carrie Tingley Hospital Employee Relations Committee.

Minutes of the March 23, 1973 meeting were approved as written.

Report of the Medical Director included the following:

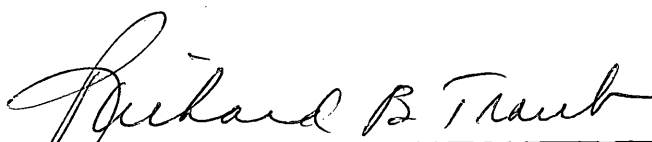
- A. Review of hospital statistics for the month of March, 1973 reflecting previous months' activity levels. Of note was the continued increase in number of admissions over the previous year, as well as increased activity in the Cast Room, Physical Therapy and Brace Shop.
- B. Discussion concerning the contract of Richard H. Gross, M. D. , Associate Surgeon. Motion was made by Mrs. Waldrip, seconded by Mr. Davidson and duly passed, that the contract with Dr. Gross be negotiated effective July 1, 1973 for a period of one year with an annual salary of \$22,800.00 plus groceries available from hospital stock and laundry.
- C. Review of a proposal recommended by June Bell, R. N. , Director of Nursing Services, and David H. Munger, M. D. , Medical Director, whereby Carrie Tingley Hospital would accept senior students from the Albuquerque Indian School for Practical Nurses for one month's training, as an elective in the completion of their required courses. Motion was so made by Mr. Davidson, seconded by Mrs. Waldrip and passed. Only remuneration to be made to the students while at Carrie Tingley Hospital is room and board.
- D. Expenses incurred by the Medical Advisory Committee at their meeting held in Albuquerque on April 20, 1973, including food and room at a cost of \$40.84, were approved for payment.

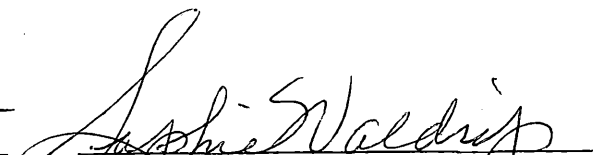
Mr. Gerald Lake presented a tentative proposal to the Board of Directors, based on a previous request for a survey, regarding fire protection, air conditioning and heating of Carrie Tingley Hospital. After considerable discussion it was agreed to review this proposal further since it entailed a major expenditure. Motion was made by Mrs. Waldrip, seconded by Mrs. Waldrip, and unanimously passed that the invoice for the survey in the amount of \$750 be paid.

Date of the next regular board meeting was scheduled for Friday, April 27, 1973 at 2:00 P. M. so that board members could attend the dedication of the Special Education Facility.

At the conclusion of the board meeting Mr. Ederer expressed his sincere appreciation to the Board of Directors for their support during his tenure in office and indicated that he felt Carrie Tingley Hospital was one of the finest medical institutions in the State and region, and would continue to successfully serve the children of New Mexico for many years.

The meeting adjourned at 12:00 Noon.


Richard B. Traub, Chairman


Sophie Waldrip, Secretary

The resignation of Charles J. Ederer, Administrator, effective April 30, 1973, was read and accepted with regret by motion made by Mr. Hedrick, seconded by Mrs. Waldrip and duly passed.

In regard to search efforts to fill the pending vacancy, Mr. Traub appointed a Selection Committee made up of Mr. Hedrick, Mr. Davidson and Mr. Traub to review and interview qualified applicants interested in the position. Mr. Ederer reported that to date he had received 7 inquiries and that two applicants were graduate, professional hospital administrators who met the general qualifications as previously outlined by the Board of Directors. Mr. Traub instructed Mr. Ederer to have these two candidates visit the hospital facility and explain to them the duties and responsibilities of the position, the nature of the hospital program, and any other considerations which might be helpful in familiarizing them with the institution. Moreover, Mr. Hedrick and Mr. Ederer were asked to assess the qualifications and interest of the two candidates and schedule a formal interview with the Selection Committee previously appointed. Mr. Traub noted that any selection made by the Board must be approved by the Governor.

It was suggested by Mr. Ederer that the board adopt the following interim policy regarding hospital expenditures until a replacement of the Administrator is found:

"Effective immediately, hospital expenditures will be limited to those necessary and absolutely essential for the conduct of day-to-day hospital operation. This policy will be in effect until such time as the new hospital administrator has had time to orient himself to the hospital operation." Motion was so made by Mr. Hedrick, seconded by Mr. Davidson and duly passed.

The Board of Directors reviewed all securities of the hospital, as previously requested, and found them to be in satisfactory order.

Correspondence was noted from George L. Dixon, Jr., M.D., Chairman of the Medical Advisory Committee, wherein a M. A. C. meeting was announced for Friday, April 20, 1973 in Albuquerque, New Mexico.

Mrs. Betty Miller, representative of the C. T. H. Employee Relations Committee, commented on the Special Behavioral Program and personnel and equipment needs created by the patient caseload resulting from the program commitment. Mr. Ederer noted that these matters would be considered when budgeting the federal revenue sharing monies anticipated for the S. B. P. in the 62nd fiscal year.

Financial statements for the month of February were reviewed by Mr. Ederer who noted that no major expenditures were anticipated during the balance of the fiscal year; that expenditures would be limited to those absolutely necessary for day-to-day operation of the hospital; and that budget transfers would be implemented for the period ending March 31, 1973 at the end of the third quarter.

Following discussion concerning the dedication ceremony of the Special Education Facility it was determined that, in compliance with the suggestion of Mrs. Ismelda Salazar of Governor King's office, the ceremony would be scheduled for Saturday afternoon, April 28, 1973, at 2:30 P.M. with the Governor presiding at the dedication. Printed invitations are to be sent to appropriate state agency representatives and other guests by the Administrator.

Correspondence was noted from Richard A. Simms, Special Assistant Attorney General, assuring the Administrator of the status of the hospital's rights regarding pumping operations along the Rio Grande River below Elephant Butte Dam.

Efforts of board members and the Administrator to obtain free film service for the patients at the hospital were discussed. Correspondence from the Administrative Office of the Attorney General, Denver, Colorado indicated that records maintained by Mr. Duke Dunbar had been located which outlined procedures Mr. Dunbar had followed in providing gratis film to Carrie Tingley and that every effort was being made by a personal friend of Mr. Dunbar's to work out an arrangement with the Rocky Mountain Picture Association whereby the hospital could continue to receive free films. It was suggested that the hospital contact Mountain Bell Telephone Co. and the New Mexico Educational Office regarding availability of films.

In commenting on results of the recent legislative session Mr. Ederer stated that the General Fund appropriation for Carrie Tingley Hospital for the 62nd fiscal year, as included in HB 300, was \$936,600; that the hospital was also the recipient of \$36,000 in revenue sharing monies to be used as follows:

\$15,000 for continuation of the Special Behavioral Program (salary and benefits for Psych. Counsellor and N. M. S. U. graduate students participating in the program)

\$16,000 for a Medical Social Service Worker (serving both the SBP and the hospital program)

\$5,000 for Supplies

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

March 23, 1973

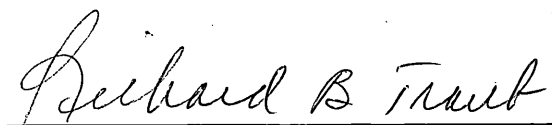
A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A. M., March 23, 1973 in the Administrator's Office. Board members present included Richard B. Traub, Chairman; Robley Hedrick, Vice-Chairman; Sophie Waldrip, Secretary; Sue Wagner and James I. Davidson. Also attending were Charles J. Ederer, Administrator, and Mary E. Phillips, Administrative Assistant. Guests at the meeting included Mr. Don Homan, Property Management Control Division, Mr. Gerald Lake, Architect, and Mrs. Betty Miller, representative of the C. T. H. Employee Relations Committee.

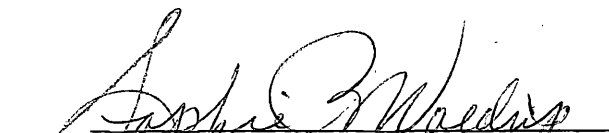
Minutes of the February 21, 1973 meeting were approved as written.

Report of the Medical Director, presented by Mr. Ederer in the absence of Dr. Munger, included the following:

- A. Review of medical statistics for the month of February, 1973, reflecting a continuation of previous months' level of activity.
- B. Discussion concerning the hospital providing a housing allowance for Dr. Richard H. Gross, Associate Surgeon, who is to assume the duties of this position July 1, 1973. The Administrator was requested to contact Mr. Robert Kirkpatrick, Director of the Department of Finance and Administration, by telephone to determine if this provision could be included in Dr. Gross's contract, within state regulations, and if so to incorporate in the Associate Surgeon's contract the following statement: "The hospital shall provide a reasonable housing allowance to be mutually agreed upon by the Associate Surgeon and the Board of Directors for the duration of the contract period." Mr. Ederer was asked to request a written opinion from Mr. Kirkpatrick regarding this benefit.
- C. The Medical Director was asked to present to the board, at the April meeting, specific duties and responsibilities assigned to the positions of Medical Director (Chief Surgeon) and Associate Surgeon.

The meeting adjourned at 12:00 Noon.


Richard B. Traub, Chairman


Sophie Waldrip, Secretary

The Board of Directors reviewed a proposed audit contract for the hospital for the year ending June 30, 1973, submitted by Cooper, Burrows and Co. of Las Cruces, New Mexico, at an audit fee of \$3,800.00. Mr. Ederer noted that the State Auditor had no unfavorable comments about this firm and found their fee to be reasonable. Motion was made by Mr. Hedrick, seconded by Mrs. Waldrip and passed, to approve the audit contract as submitted by Cooper, Burrows and Co.

Mr. Ederer commented on the Joint Commission for Accreditation of Hospitals survey conducted on February 5, 1973 by C. H. Jones, M.D. and Mr. A. H. Cochran, F.A.C.H.A., indicating that there were several policies and procedures which were not included in various policy manuals of the hospital. It was their general consensus that documentation was lacking in the areas noted. A formal report will be forthcoming within 4 to 6 weeks from the date of the survey. The Board of Directors commented on the importance of the Joint Commission on Accreditation of Hospitals survey and instructed the Administrator to take whatever steps were necessary to rectify any discrepancies noted in order to maintain continued alignment with all accepted standards of the J. C. A. H.

Mr. Ederer reported that he had engaged Mr. Gerald Lake, Architect, to do a study regarding air conditioning and heating problems at the hospital for a fee of \$750.00; that a report would be forthcoming from Mr. Lake in approximately 30 days.

The Administrator reported that a contract for tree shaping and pruning had been awarded to Garden City Nursery, Mesilla Park, New Mexico, which had been subcontracted to the Green Thumb Tree Service, at a cost of \$2,565.00. Mr. Ederer noted that the budgeted amount for this service was \$1,700.00 but the low bidder had commented that, due to the heavy accumulation of mistletoe on the trees, a different approach was required to do this work which resulted in a higher cost. In order to expedite this immediate need the bid was awarded.

The Board of Directors reviewed with great interest minutes of the Employee Relations Committee meeting held on February 6, 1973, indicating a great interest by the Committee in activities and matters affecting employees of the hospital. The Board also encouraged the recommendation of the Employee Relations Committee to have a member of the Employee Relations Committee attend each board meeting.

In regard to Change Order No. 1, which included adjustments to make the Special Education Facility comply with Hill-Burton regulations at a cost of \$1,111.00, the Board had previously agreed that these changes were in the long-term best interest of Carrie Tingley Hospital and the additional cost was found to be acceptable.

As to the relocation of the 6" water line, which was not specifically recommended by the Architect but felt to be to the best long-term interest of Carrie Tingley Hospital, it was generally agreed that the hospital would accept the additional cost for this item.

In regard to the relocation of the main sewer line in the Special Education Facility to a substantially farther point than originally specified in the specification document, considerable discussion ensued and it was generally felt that there was sufficient justification by the Architect to warrant the Board of Directors to reluctantly accept this additional cost.

As to the inconsistencies between the specified concrete strength of the footings (3,000 P.S.I. and the tested strength of 2,100 P.S.I.), Mr. Lake indicated, and referred to previous correspondence regarding same, that the strength of 2,100 P.S.I. was acceptable; that \$3,000 had been placed on deposit under a bonding agreement for the next 5 years to assure the hospital of the contractor's responsibility to repair any damages which might occur during this period as a result of this problem. Mr. Lake and Mr. Giles assured the Board that this would not be a problem; that if there was any particular problem it would occur within the first year of occupancy. The Board of Directors voted reluctantly to accept this arrangement.

In regard to project completion time, it was generally felt that an excessive time was taken to complete the project; that the justifications by the contractor for the delay were generally reasonable; that there was no apparent evidence of violation of the penalty clause provisions.

A motion was made by Mr. Hedrick and seconded by Mrs. Waldrip to approve final settlement with the contractor and architect in the amount of a total project cost of \$230,983.85, less \$6,000 in retainage to the contractor for items not completed as of the date of beneficial occupancy, with the stipulation that final payment be made when all items are completed; that any shortage in funds be made up by Carrie Tingley Hospital from private resources. The motion carried with one dissenting vote by Mr. James Davidson.

Mr. Homan noted that at the conclusion of the project, the building would be turned over to the Carrie Tingley Hospital Board of Directors by the Property Control Division of the Department of Finance and Administration, as prescribed by law.

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

February 21, 1973

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:00 A.M., February 21, 1973, in Room 512 of the P. E. R. A. Building, Santa Fe, New Mexico. Board members present included Richard B. Traub, Chairman; Robley Hedrick, Vice-Chairman; Sophie Waldrip, Secretary; Sue Wagner and James I. Davidson. Also attending was Charles J. Ederer, Administrator. Guests at the meeting included Mr. Don Homan, Property Management Control Division, Mr. Gerlad Lake, Architect, and Mr. O. N. Giles, Contractor.

Minutes of the January 26, 1973 meeting were approved by motion made by Sophie Waldrip, seconded by James Davidson, and duly passed.

In the excused absence of the Medical Director Mr. Ederer gave the statistical report of hospital activities for the month of January, which reflected a continuation of previous months' activities.

Financial statements for the month of January were reviewed by Mr. Ederer, indicating that cash receipts versus disbursements were in line and that a major budget adjustment would be made for the period ending March 31, 1973 to realign budgeted amounts with disbursements. Collections from government and private sources were in line with budgeted projections.

At the summation conference on the conclusion of the construction of the Special Education Facility at Carrie Tingley Hospital, Mr. Ederer reported that beneficial occupancy was taken on January 16, 1973 with certain plumbing fixtures being the major items yet to be installed; that the total project cost, including Change Order No. 1, was \$230,983.85; that resources from State Appropriation, Board of Finance contingency allocation, T. or C. Municipal Schools, plus accrued interest, and private donations were \$224,984.66, leaving a deficit of \$6,689.19.

Since there were several items pending which required decision prior to conclusion of the project, it was felt that the following should be discussed fully by all parties concerned:

- (1) Justification for certain items under Change Order No. 1.
- (2) Matter regarding the footing strength.
- (3) Excessive time used by the contractor for completion of the project.

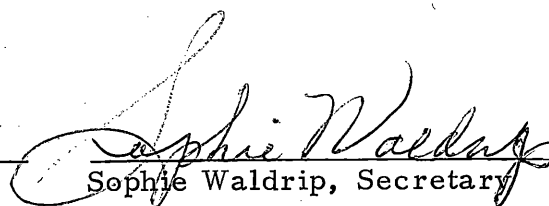
Notice was acknowledged from the State Auditor that the hospital's 61st fiscal year audit had been designated for audit by an independent auditor. Upon the recommendation of Mrs. Bea Cleveland, Business Manager, the Administrator was asked to invite a proposal from the firm of Cooper, Burrows and Co. of Las Cruces, New Mexico concerning the 61st fiscal year audit for the board's consideration.

The Administrator was asked to determine if it would be possible to obtain a tree to be planted in front of the hospital building which could serve as a permanent Christmas tree.

Following adjournment at 11:45 A. M. board members inspected the new school facility.



Richard B. Traub, Chairman



Sophie Waldrip, Secretary

Correspondence was reviewed from the State Purchasing Agent concerning a statewide contract for a Faithful Performance Bond covering all state employees to the extent of \$100,000, at a cost of \$105.00 to Carrie Tingley Hospital.

Mr. Ederer commented on the hospital survey to be conducted by Dr. Charles H. Jones and Mr. Harold H. Cochran of the Joint Commission on Accreditation of Hospitals on February 5, 1973. Mr. Hedrick indicated that he would attend the Summation Conference following completion of the survey.

A review of minutes of the Carrie Tingley Hospital Employee Relations Committee meeting held on January 2, 1973 reflected discussion on two items:

1. Possible advantages in changing from semi-monthly to bi-weekly pay periods.
2. Change in Dietary Department time scheduling so that employees could have two consecutive days off per week.

Mr. Ederer stated that information had been requested from the State Personnel Office and Mr. Robert Kirkpatrick of the Department of Finance and Administration regarding the possibility of the payroll change under existing state regulations. A comparison of net pay checks under both methods is also being compiled. In regard to scheduling in the Dietary Department, the Administrator stated that he had discussed the matter at length with Mrs. McGuire, Food Service Supervisor, and it appeared virtually impossible to change the current schedule because of unanticipated illnesses and vacations which require call back of employees over the weekend. A further study is being made in this regard.

The board was advised of a Fire Safety Training Program conducted on January 17-18, 1973 by personnel from the State Fire Marshall's Office, with excellent participation by employees at the two-day sessions.

The Board was informed of a recently submitted application for Federal Assistance for the Education of Handicapped Children (P. L. 89-313), totaling \$41,970 in federal funds with \$23,354 in kin-kind matching participation.

Also noted was a request for federal funding for the Special Behavioral Program in the amount of \$36,000 (for one year only) submitted to the Governor's Task Force on Revenue Sharing.

Financial reports, including a recap of revenue and expenses as of December 31, 1972, were presented by Mr. Ederer. It was noted that receipts from Government and Private Pay continued to be slightly above budgeted projections. Operating Fund expenses as of December 31, 1972 were \$8,869 over budgeted amounts, primarily in the areas of Personnel Services, Contractual Services and Supplies. Increased personnel costs reflected unbudgeted range changes for Nursing Service personnel plus cost to the agency (over and above reimbursement by the D. F. A.) for minimum wage increases and range changes implemented July 1, 1972. Unanticipated rate increases in workmen's compensation and liability insurance, and unemployment compensation costs were indicated in the over-expenditure of Contractual Services. The Administrator stated that every effort would be made to limit expenditures during the second six months to those which were absolutely necessary and that budget transfers would be implemented in March to align over-expended line items.

Discussion regarding the special education facility indicated the following developments:

- A. Receipt of invoice from Gerald H. Lake, Architect, in the amount of \$3,069.98. Approval of payment was given by motion made by Mrs. Waldrip, seconded by Mr. Davidson and passed.
- B. Occupancy of the new school on Tuesday, January 2, 1973, with the area previously occupied by the school now being utilized by Occupational Therapy, Recreation, and the Special Behavioral Program.

Following discussion regarding the invoking of contractor's penalty for late completion, payment of additional cost resulting from change orders, and correction of deficiencies noted on the architect's and owner's check list, board members requested the Administrator to schedule the next meeting for Wednesday, February 21, 1973 in Santa Fe and ask Mr. Don Homan, Property and Management Control Division, and Mr. Gerald Lake, Architect, to attend the meeting.

Executive Budget recommendations covering the operation of Carrie Tingley Hospital for the 62nd fiscal year, submitted to the legislature by the Department of Finance and Administration, were discussed by the Administrator. Also reviewed were budget recommendations for this period which were submitted to the legislature by the Legislative Finance Committee. A General Fund appropriation of \$926,720 was recommended by the D. F. A. compared with a recommendation of \$936,600 by the L. F. C.

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

January 26, 1973

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A.M., January 26, 1973 in the Administrator's Office. Board members present included Richard B. Traub, Chairman; Robley Hedrick, Vice-Chairman; Sophie Waldrip, Secretary; Sue Wagner and James I. Davidson. Also attending were Charles J. Ederer, Administrator, David H. Munger, M.D., Medical Director, and Mary E. Phillips.

Minutes of the December 15 meeting were approved as written.

Report of the Medical Director included the following:

- A. Hospital statistics for the month of December, 1972.
- B. Recommendation of the appointment of Russell D. Snyder, M.D., Pediatrics and Neurology, to the hospital consulting staff. Motion was so made by Sophie Waldrip, seconded by Robley Hedrick and passed.
- C. Comments on the illness and resignation of Mary Marmon, Clinic Coordinator for the Carrie Tingley Albuquerque Clinics, and proposed personnel changes in Medical Records in an effort to centralize all clinic clerical activities at Carrie Tingley Hospital. Dr. Munger also commented on his intent to apprise all physicians throughout the state of the comprehensive medical, surgical and rehabilitative care provided at Carrie Tingley Hospital.
- D. Status report on a study being prepared by the Medical Director and Administrator, in compliance with the request of the Medical Advisory Committee, identifying and redefining the future role of Carrie Tingley Hospital, mission and purpose of the facility and services to be provided.
- E. Discussion regarding deficiencies of heating and air conditioning units in the surgical suite. Mr. Ederer noted that Bob Friggens, Allison Engineering Co., Albuquerque, N.M., was to inspect equipment in this area, and throughout the hospital, in the immediate future.

- C. Tentative plans for presentation of a Middle Management Training Program by the Director of Personnel, St. Mary's Hospital, Roswell, New Mexico, for Carrie Tingley department heads at a cost of \$15 per participant. Board approval of the program was given by motion made by Mr. Hedrick, seconded by Mr. Davidson and passed.
- D. Status of recruitment for an X-Ray Technician. Mr. Carr reported that he had been unsuccessful in recruiting a qualified technician who could satisfy State Personnel's one-year residence requirement but that active recruitment efforts were continuing.
- E. Discussion concerning the hospital's mandatory conversion from a semi-monthly to a bi-weekly payroll effective July 1, 1975. Copies of the directive received from the office of Governor Apodaca regarding this conversion were distributed.

Financial statements for the month of April, reviewed by Bea Cleveland, reflected the following:

Cash Balance April 30, 1975	\$ 13,320.36
Operating Fund Investments	40,000.00
Investment Fund (Cash and Investments)	75,919.93
Operating Fund Expenses to 4/30/75	\$23,135 under budget

Average bank balances as of 4/30/75:

Hot Springs National Bank	\$ 101,116 (80.3%)
First State Bank	24,781 (19.7)

Overtime for the month of April totaled \$379.62

The finalized 64th fiscal year operating budget, discussed in detail by Mr. Carr, reflected the following revenue and expenditure totals:

Revenue

General Fund Appropriation	\$ 1,417,500	
Other Revenue	379,000	
<u>Total Revenue</u>	<u>\$ 1,796,500</u>	(+61,400 over original request)

Expenditures

Original Budget	\$ 1,735,100	
Additions (Incl. in Supplementary Request)		
Salaries & Benefits	\$36,853	
Other Services	24,547	
<u>Total Expense</u>	<u>\$ 1,796,500</u>	(+61,400 over original request)

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

May 16, 1975

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A.M., May 16, 1975 in the Administrator's Office. Board members present included Sophie Waldrip, James Davidson and Robley Hedrick. Also attending were David H. Munger, M.D., John L. Carr, Bea Cleveland, Mary E. Phillips, and Mary Lou Sanchez, Chairman of the C. T. H. Employee Relations Committee.

Minutes of the April 16, 1975 meeting were approved as written.

Included in the Medical Director's Report were the following:

- A. Review of medical statistics for the month of April, 1975.
- B. Discussion concerning recruitment efforts for a pediatrician. Correspondence was acknowledged from Alice Cushing, M.D., Acting Chairman of the Dept. of Pediatrics, U.N.M., regarding the possibility of using a resident or staff member from the Medical School until a full-time pediatrician could be recruited. Upon the recommendation of the Medical Director, motion was so made by Mr. Hedrick, seconded by Mr. Davidson and passed.
- C. Report on status of recruitment for a Chief Surgeon. Dr. Munger stated that a highly qualified candidate for the position was scheduled to visit the hospital within the next week or so.

The Administrator's Report included discussion of the following items:

- A. The excellent response of people in the T. or C. area to Open House tours conducted at Carrie Tingley on Friday, May 2. Hospital personnel responsible for scheduling and conducting the tours, as well as department heads who participated by providing information concerning their particular activity to visitors, were commended by the Administrator.
- B. The donation of carpeting for a portion of the Outpatient Clinic area by Raby Carpeting Co. of Albuquerque was acknowledged, as well as the contribution of material for construction of toy boxes to enclose the carpeted area, by the local Alpha Sigma Epsilon Sorority.

EQUIPMENT ITEMS TO BE DELETED

63rd Fiscal Year

March 31, 1975

<u>No.</u>	<u>Item</u>	<u>Department</u>	<u>Acquired</u>	<u>Cost</u>
19-L	Welding Eqpt.	Brace Shop	1937	99.00
20-S	Creche, Xmas	Administration	1957	500.00
217	Typewriter, Indwd.	Brace Shop	1949	155.00
501	Microscope	Laboratory	1937	278.00
1816	Typewriter, Undwd.	Recreational Therapy	1951	137.50
2845	Time Clock, Detex	Maintenance	1960	217.50
3309	Transcriber, Dicta	Medical Records	1962	375.00
4032	Pump	Maintenance	1967	60.00
4033	Pump	Maintenance	1967	60.00
4161	Pump, Teel Submers.	Maintenance	1967	67.30
4162	Motor, 2 $\frac{1}{2}$ HP	Maintenance	1967	58.64
4511	Lawnmower	Maintenance	1970	61.50
4648	Lawnmower	Maintenance	1972	63.65
GRAND TOTAL DELETIONS				<u>2,133.09</u>

TO: LEGISLATIVE AUDITOR *
ROOM 233
STATE CAPITOL BUILDING
SANTA FE, NEW MEXICO

STATEMENT OF UNUSABLE EQUIPMENT TAKEN OUT OF SERVICE IN COMPLIANCE WITH
6-1-7.1 N.M.S.A., 1953 Comp., 1963 Suppl.

CARRIE TINGLEY HOSPITAL

~~PUBLIC SCHOOLS~~

March 31, 1975

DATE

TOTAL AMOUNT 2,133.09

FINDINGS

Board of DIRECTORS, CARRIE TINGLEY HOSPITAL, at a meeting held

April 14, 1975, specifically finds that each item included in the list hereto attached and hereby made a part hereof has a current resale value of \$50 or less and is worn out, unusable, or obsolete to the extent that it is no longer economical or safe for continued use; that each item is to be disposed of by discarding as Junk or by Trade-in

Stephen D. Weeding
President or Chairman

Sue Wagner
Vice President or Vice Chairman

George David
Clerk or Secretary

W. J. Filler
Member

Virginia Metcalf
Member

subscribed and sworn to before me this

16th day of April, 1975

May Thomas Phillips
Notary Public

My com. expires 7/19/1977

Note*

If value of items is over \$50.00, address the request to the Department of Finance and Administration, State Capitol Building, Santa Fe, New Mexico 87501

Continued Page 2

field, he can work his men and his men will work for him.

In a hospital, time is essential. The Maintenance Dept. does not feel we can take the time to maintain the hospital, plus train a man so that he may qualify in the Maint. fields, which are Plumbing, Electricians, Refrig., Welding, Boiler man, and scheduling men during working hours as well as off working hours, not to mention all the paper work that is essential with this position. These are a few of the things Mr. Sanders is qualified for.

It should be the concern of everyone at Carrie Tingley Hospital that this person should have this position for the protection of the patients as well as for the good of the hospital.

For the past two years the present crew has maintained Carrie Tingley Hospital at its peak because of the supervision of Darcil Sanders.

Signature of Persons Requesting
E.R.C. Action

J. L. Payne
Virgil Waller
Ed Looney
Pat Hanett Jr.
Cecilio O. Terras
Elmer Dreyfus
Tom F. Lee
Darcil Sanders
John Zimmell
Larry R. Rife

Employee Relations Committee

SUGGESTION, GRIEVANCE AND REPLY FORM

*Some upon question
said this was
E.R.C.*

Suggestion - Grievance: This grievance is brought to the board
because the Maintenance Dept. feel that Darcil Sanders would be
better qualified, unless a qualified Maintenance Engineer was
brought in.

During working hours the Plumbers, Electricians, Refrig. men
etc, are here. It is during the night and on weekends that this
hospital needs a man capable of handling any and every situation
or emergency. Darcil Sanders is more than qualified in any

**Signature of Person Requesting
Requesting E. R. C. Action**

Persons names on page 2

Darcil Sanders

Date: _____

Signature of E. R. C. Area Representative

A. J. Payne

Reply: _____

Employee Relations Committee

Date _____

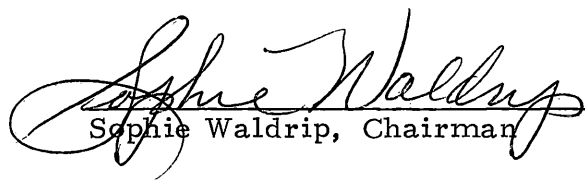
Board approval was requested for deletion of various equipment items from inventory declared obsolete, unusable or no longer safe for continued use, original cost of such equipment totaling \$2,133.09. Motion was so made by Mr. Hedrick, seconded by Mr. Davidson and passed. (A copy of equipment list is attached to and made a part of these minutes.)

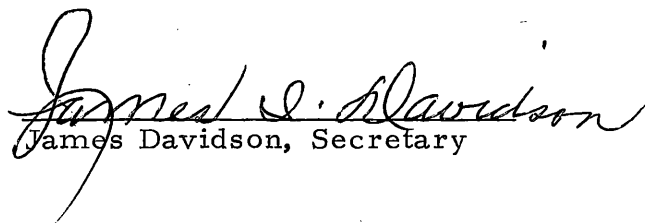
Mr. Carr reported on the Nurses Orthopaedic Seminar held at Carrie Tingley on March 31, 1975 and the excellent program presented by hospital personnel. He noted that registration fees, plus a raffle conducted by the T. or C. Chapter of the State Orthopaedic Nursing Association, generated approximately \$1,057.00 which, with the board's permission, he would earmark specifically for future nurses' seminars or for nursing service personnel to attend other seminars. Motion was so made by Mr. McCollum, seconded by Mrs. Wagner and passed.

A memorandum was read from Dr. Richard H. Gross wherein the board was requested to consider the employment of Gabriel Rocha, a former patient at Carrie Tingley Hospital. Dr. Gross indicated that he felt such action would not only benefit Mr. Rocha but would assist in projecting the image of Carrie Tingley as a spinal cord rehab center. It was the consensus of the board that it would be appropriate to keep Mr. Rocha's application in mind if a position for which he was qualified became vacant.

The next board meeting was scheduled for May 16 at Carrie Tingley Hospital.

The meeting adjourned at 12:10 P.M.


Sophie Waldrip, Chairman


James Davidson, Secretary

- B. Request from Frank Trembath, representative of the Lutheran Church, to place a sign on hospital grounds. It was felt that such authorization required approval of the State Highway Department and that it could also set a precedent for similar requests by churches and civic groups in the future.
- C. Placement of Social Welfare students from New Mexico State University at Carrie Tingley Hospital beginning May 13, 1975 for a ten-week period, with supervision and coordination to be performed by Dorothy Mims, CCS Social Worker. Students will be working with S. B. P. and C. C. S.
- D. Guidance from the board was requested regarding the replacement of Mrs. Phillips, Adm. Specialist 2, upon her retirement. Mr. Carr stated that consideration had been given the budgeting of two positions, Personnel Technician and Administrative Secretary, but felt the board might prefer to retain the Administrative Asst. position. He noted the need to post the anticipated vacancy in the immediate future so that interested hospital employees could apply and become eligible for appropriate testing and certification. Following discussion, and upon the recommendation of the Administrator, motion was made by Mrs. Wagner, seconded by Mr. McCollum and passed, that recruitment be made for an Adm. Specialist.
- E. Correspondence was acknowledged from Bea Cleveland, former Business Manager who resigned March 31, 1975, wherein a request was made for reinstatement. The Administrator was authorized to rehire Mrs. Cleveland as requested.

Financial statements for the month of March, 1975, reviewed by Mr. Carr, reflected the following:

Cash Balance March 31, 1975	\$ 10,768.86
Operating Fund Investments	40,000.00
Investment Fund (Cash and Investments)	75,372.10
Operating Fund Expenses to 3/31/75	\$19,272 under budget
Average bank balances as of 3/31/75:	
Hot Springs National Bank	\$96,713 (70.9%)
First State Bank of Sierra County	\$39,604 (29.1%)

Overtime for the month of March totaled \$376.37, a continued reduction from previous months.

The resolution was read to members of the Employee Relations Committee, Mr. Carr and Mr. Sanders by Mrs. Waldrip. Mr. Carr stated that an announcement of his decision regarding the appointment of a Building and Grounds Superintendent would be made before the end of the working day after conferences with both Mr. Sanders and Mr. Baize.

Mr. Robert Parnell, Asst. Supt. of the T. or C. Municipal Schools, met with the board to request approval of the continued use of the Carrie Tingley Hospital School facilities for education of the school-aged trainable mentally handicapped children of Sierra County. Mr. Parnell indicated that the basic difference in the program for the coming school year, as compared with that approved by the board in June, 1974, was the employment of a specially trained teacher and teacher aide for the mentally handicapped students. Following discussion motion was made by Mr. Hedrick, seconded by Mrs. Wagner and passed, that the program be given the approval of the Board of Directors.

By motion made by Mr. Hedrick, seconded by Mr. McCollum and duly passed, minutes of the March 10, 1975 meeting were approved as written.

Report of the Medical Director included the following:

- A. Report of medical statistics for the month of March, 1975 reflecting a continuation of previous months activity levels.
- B. Announcement concerning the Sixth Annual Summer Seminar to be held at Carrie Tingley Hospital June 13-14, 1975 with G. Dean MacEwen, MD., Medical Director of the Alfred I. duPont Institute, as the guest lecturer. The seminar is to be sponsored by the Elks Cerebral Palsy Commission.
- C. Defined surgical privileges for Edward T. Haines, M.D., General Surgeon, as a member of the hospital consulting staff.
- D. Scheduled meeting of the C. T. H. Medical Advisory Committee on May 16, 1975 in conjunction with the New Mexico Chapter of Western Orthopaedics Association.

Report of the Administrator included discussion of the following items:

- A. Investment of \$20,00 from a matured Treasury Bill in a 30-day, automatic renewal C.D.

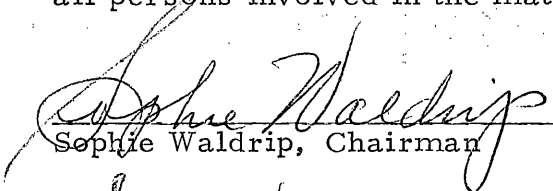
By motion made by Mr. Davidson, seconded by Mr. Hedrick, and unanimously carried, the following resolution was adopted:

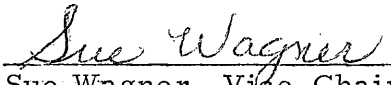
"The Board of Directors feels Mr. Carr is a good Administrator; they have confidence in his ability to run the affairs of the hospital and feel that the hiring and firing of employees is part of his responsibility as Administrator. The Board feels that he acted within his responsibilities and support the action he has taken in this matter.

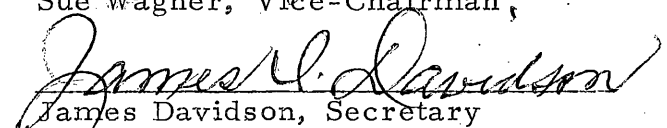
The Board would like to express their appreciation to the Employee Relations Committee for bringing the grievance to the Board and commends that group for keeping the Board informed.

The Board also appreciates the concern of the Maintenance Department in requesting that the best qualified person fill the position of Building and Grounds Superintendent and hopes that the employees will continue to keep the best interest of the hospital foremost."

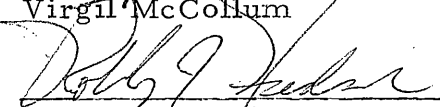
Mr. McCollum expressed his concern regarding the reaction of members of the Employee Relations Committee and employees of the Maintenance Department to the Board's decision, stating that he hoped the resolution would be correctly interpreted by all persons involved in the matter.


Sophie Waldrip, Chairman


Sue Wagner, Vice-Chairman,


James Davidson, Secretary


Virgil McCollum


Robley Hedrick

- II. Mr. Sanders related events which initiated the submission of the grievance, commenting specifically on: (1) lack of an explanation for the change made in the Maintenance Department and failure to post the anticipated opening so that employees interested in advancement could apply for the promotion; (2) his qualifications for the position of Bldg. and Grounds Supt; and (3) his having been assured by the previous Administrator, Chas. Ederer, that he would be in line for the position when a vacancy occurred.
- III. Mr. Carr reviewed in detail documentation concerning the grievance, including: (1) circumstances which prompted the decision to make a change in the Maintenance Department, and (2) consideration of Maintenance Department employees eligible for the position, including Mr. Sanders. Mr. Carr acknowledged having been remiss in not posting the opening prior to interviewing applicants but reiterated that full consideration had been given the possible promotion of Mr. Sanders to the position. He stated that, although he was confident Mr. Sanders was well qualified for the position, it was felt Mr. Baize was better qualified for the supervisory duties which the job entailed. Mr. Carr commended Mr. Sanders for his invaluable service in maintaining the hospital plant and noted the importance of retaining such a knowledgeable person in the department in his current capacity.
- IV. Jean Shannon, Clinic Co-ordinator, who had requested to be heard by the board, commented on the accomplishments of Mr. Carr while Administrator, noting the implementation of changes which have improved the patient care program and the efficiency of the institution.

Following the hearing an executive session was held by the Board of Directors during which the grievance and subsequent events resulting therefrom were deliberated.

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

April 16, 1975

A meeting of the Carrie Tingley Hospital Board of Directors was called to order by Chairman Sophie Waldrip at 8:30 A.M., Wednesday, April 16, 1975 in the School Conference Room. Those present included board members Sue Wagner, James Davidson, Virgil McCollum and Robley Hedrick; John L. Carr, Administrator; David H. Munger, M.D., Medical Director; Mary E. Phillips, Adm. Asst.; Mary Lou Sanchez, Chairman of the Employee Relations Committee; Committee members Viola Lauer, John Payne, Betty Jones, Jerry Klingbeil, Eloy Padilla, Isabel Apodaca, Betty Miller; and Darcil Sanders, Maintenance Man.

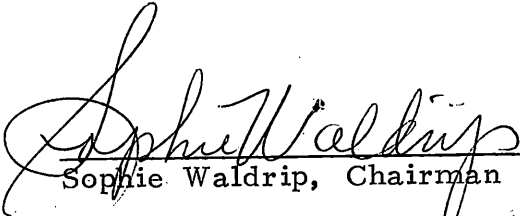
First item on the agenda was the hearing and consideration of a grievance, initially submitted to the Employee Relations Committee on March 29, 1975 by the Maintenance Department, a copy of which is attached to and made a part of these minutes. Complete documentation had been previously distributed to board members for review and referral.

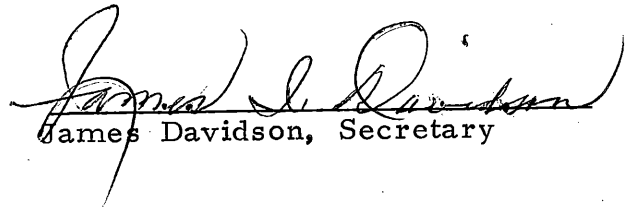
- I. Mary Lou Sanchez, Chairman of the Employee Relations Committee, read the grievance submitted to the E. R. C. for action on March 29, 1975, wherein Maintenance Department employees expressed their belief that Mr. Sanders was well qualified to fill the position of Bldg. and Grounds Superintendent. Participants in the hearing on that date included Maintenance Department employees, members of the Employee Relations Committee, and Mr. Carr, Administrator. Also read was a resolution adopted by the Committee following the hearing whereby the Committee recommended that Mr. Sanders be reconsidered for the position with his prior years of service at the hospital being recognized in such evaluation.

Mrs. Sanchez further reported that following subsequent events a second meeting of the E. R. C. was held on April 7, 1975 at which the following motion was passed: "... The recommendations of the Employee Relations Committee have been met; a hearing by the Board of Directors has been requested and apparently granted.... Therefore, it is the recommendation of the Committee that all discussion pertaining to this matter be discontinued until a decision by the Board is made."

Date of the next board meeting was scheduled for Monday, April 14, 1975 at 8:30 A.M. at Carrie Tingley Hospital.

The meeting adjourned at 12 Noon.


Sophie Waldrip, Chairman


James Davidson, Secretary

waiving the hospital bill or accepting \$500.00 in payment of same, in view of the serious nature of injuries received by the patient, the minimal settlement received, and C.C.S. sponsorship of the hospitalization. Following discussion motion was made by Mr. Davidson, seconded by Mrs. Wagner and duly passed, that \$500.00 be accepted as partial payment of the Fuentes hospital bill.

The board was informed of the re-licensure of Carrie Tingley Hospital by the New Mexico Department of Health and Social Services for the period March 1, 1975 to March 1, 1976, following an on-site survey on February 18. Criticisms made by George McGarrah, Institutional Licensure representative of Health and Social Services, were as follows:

1. No documentation of flame spread on curtains and drapes; must be of non-combustible material.
2. Kitchen: electronic equipment and smoke partition door in stock must be installed.
3. Employee physicals not current.

The supplemental budget request for the 64th fiscal year, representing an increase of \$95,190 over the original budget, was reviewed in detail with Donna Hill of D.F.A. and Paul Munogue of L.F.C. It was pointed out that additional personnel requested was critical to the hospital program since it was the initial step in continuing high level medical care. Both Dr. Munger and Mr. Carr commented that, although at the present time the medical program of Carrie Tingley was as good as any in the state, long range plans and an analysis of the institution's future role and program was needed if the institution was to remain competitive and continue to provide an adequate crippled children's program; that, although the hospital could continue to provide care at the present level without the supplemental request, existing positions might possibly have to be reduced to provide more critical medical and para-medical personnel.

Mr. Munogue stressed the importance of board members contacting members of the Senate Finance Committee and, if possible, obtaining a hearing before the Senate Finance Committee since the supplemental request would have to be added to HB300 by an amendment on the Senate Floor. Plans were made for board members to make personal contacts with appropriate legislators immediately following the board meeting.

- C. Consideration being give the employment of a sister of a current Dietary employee as a Cook in the hospital kitchen. Mr. Carr commented on the difficulty in recruiting qualified persons for the position, stating that Mrs. McGuire had indicated her desire to hire the applicant. Motion was made by Mr. Hedrick, seconded by Mr. McCollum and passed, that Mrs. McCarley be employed in a probationary status at such time as she was determined eligible by the State Personnel Office.
- D. Completion of a J.C.A.H. Interim Self-Survey by March 31. The survey, a requirement under the two-year accreditation granted Carrie Tingley in March, 1974, is to reflect progress made in fulfilling enumerated recommendations of the JCAH .

Financial statements for the month of February, 1975 reflected the following:

Cash Balance February 28, 1975	\$ 9,422.61
Operating Fund Investments	\$ 40,000.00
Investment Fund (Cash and Investments)	\$ 30,197.85

Operating Fund Expenses to 2/28/1975: \$ 13,353 under budget

Average bank balances as of 2/28/1975:

Hot Springs National Bank	\$ 87,880 (64.9%)
First State Bank of Sierra County	\$ 47,448 (35.1%)

Overtime for the month of February totaled \$476.94, a continued reduction from previous months.

The board was informed of receipt of a check to the C.T.H. Foundation in the amount of \$1,074.98, representing one-half of the proceeds from a life insurance policy of Shirley N. Gilliam, Deceased.

An annual donation to the Foundation in the amount of \$2,000.00 was acknowledged from the Paul McCutchen Foundation of Roswell, N.M.

A letter of resignation was read from Dr. Richard H. Gross, Associate Surgeon, effective May 1, 1975.

Correspondence was reviewed from Edward E. Trivis, Attorney-at-Law, concerning settlement of medical expenses incurred by Henry Fuentes, a former patient at Carrie Tingley. The board was requested to consider

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

March 10, 1975

A meeting of the Board of Directors of Carrie Tingley Hospital was held in the Board Room of the PERA Building in Santa Fe, New Mexico at 10 A.M., Monday, March 10, 1975. Board members present included Sophie Waldrip, Sue Wagner, James Davidson, Virgil McCollum and Robley Hedrick. Also attending were John L. Carr, Dr. David H. Munger, Mary E. Phillips, Donna Hill, budget analyst from D.F.A., and Paul Munogue, budget analyst from L.F.C.

Minutes of the February meeting were approved by motion made by Robley Hedrick, seconded by Sue Wagner and duly passed.

Report of the Medical Director included the following:

- A. Medical statistics for the month of February, 1975. Corrections were noted for the January, 1975 statistical report.
- B. Appointment of Edward T. Haines, M.D., General Surgeon, to the hospital consulting staff upon the recommendation of the Medical Director, by motion made by Sue Wagner, seconded by James Davidson and passed. Dr. Munger commented on the outstanding letters of recommendation received for Dr. Haines and noted the assistance he could provide in non-orthopaedic surgical procedures. Defined surgical privileges for Dr. Haines will be prepared by Dr. Munger and presented for board approval at the April meeting.

The Administrator's Report included the following items:

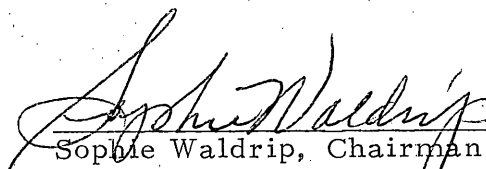
- A. Distribution of a resolution adopted by the C. T. H. Employee Relations Committee March 5, 1975, expressing appreciation for the resolution adopted by the board on February 21, 1975, and continued confidence and support in the Medical Director, the Administrator and the Board of Directors.
- B. Acknowledgement of receipt of \$45,000.00 from the Maggie Davis Estate on March 6, 1975. Certificates of Deposit are to be purchased in the immediate future with these funds.

Resolution adopted by Carrie Tingley Hospital Board of Directors
February 21, 1975.

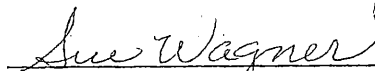
Excerpt from minutes of meeting of Carrie Tingley Hospital Board
of Directors, February 21, 1975:

The following motion was made by Robley Hedrick, seconded
by James Davidson and carried unanimously:

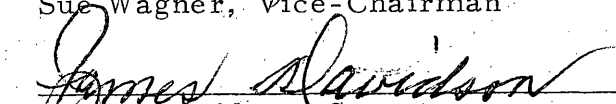
"We, the Board of Directors of Carrie Tingley Hospital, feel
the present medical and supporting staff of the hospital is
performing its functions in an outstanding manner, which is
reflected in the continued increase in the number of patients
seen and treated by the hospital. The Board has the utmost
confidence in the continued high level of patient care at the
facility in Truth or Consequences. We do not feel it is in the
best interest of the hospital to consider a change in the physical
location for medical, political, or economic reasons. "



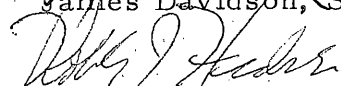
Sophie Waldrip, Chairman



Sue Wagner, Vice-Chairman



James Davidson, Secretary



Robley Hedrick, Member

The report of Dr. W. L. Dawson, Consultant, received the morning of the board meeting, was distributed for the board's review. Following reading of the report, action on the document was deferred and the following resolution was unanimously approved and signed by all board members present, on motion by Robley Hedrick and seconded by James Davidson:

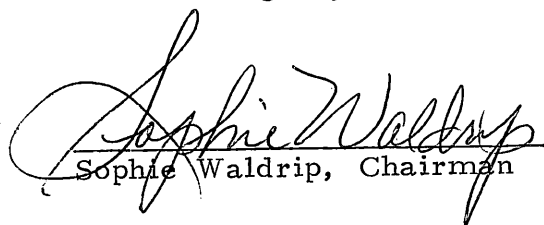
"We, the Board of Directors of Carrie Tingley Hospital, feel the present medical and supporting staff of the hospital is performing its functions in an outstanding manner, which is reflected in the continued increase in the number of patients seen and treated by the hospital. The Board has the utmost confidence in the continued high level of patient care at the facility in Truth or Consequences. We do not feel it is in the best interest of the hospital to consider a change in the physical location for medical, political, or economic reasons."

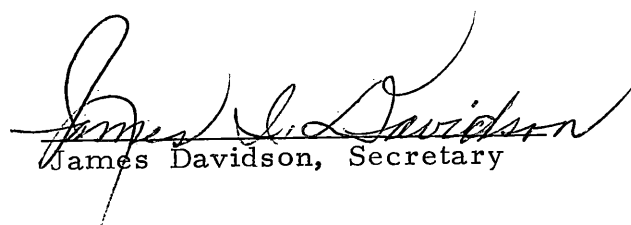
A copy of the signed resolution is attached to and made a part of these minutes. The board requested that a copy of the resolution be placed on the Employee Bulletin Board.

The Administrator was instructed to communicate with Dr. Dawson immediately and ask that his report not be transmitted to any other person or agency since action on the report had been deferred by the Board of Directors.

The next board meeting was scheduled for Monday, March 10, 1975 at 10 A.M. in the P.E.R.A. Building in Santa Fe at 10 A.M. The board requested that Representative Wm. O'Donnell, Representative Murray Ryan, and Senator Ike Smalley be invited to attend the meeting.

The meeting adjourned at 11:30 A.M.


Sophie Waldrip, Chairman


James Davidson, Secretary

Statements of average bank balances as of January, 1975 reflected the following:

First State Bank of Sierra County (Payroll Account)	\$ 40,176 (27%)
Hot Springs National Bank (All Funds)	\$ 108,522 (73%)

Mr. Carr advised the board of the intent of Creney Sanchez, a Food Service Aide at Carrie Tingley for approximately 31 years, to pay to the Public Employees Retirement Association delayed contributions for the period from 8/1/47 to 6/30/53 and 7/1/53 to 8/31/57 in order to become eligible for a retirement annuity. Matching employer contributions in the amount of \$647.28 must be paid by either the employer or the employee before service credit will be allowed. Since the policy of the board in the past had been to assume the cost of the matching employer contribution, motion was made by James Davidson, seconded by Robley Hedrick and duly passed, that the hospital pay the \$647.28 for Creney Sanchez.

Mr. Carr reported briefly on the status of federal health planning legislation.

The Administrator reviewed coverage included in the hospital's malpractice insurance policy, commenting specifically on individual coverage provided Dr. Munger, Dr. Gross and the Wm. Beaumont Resident Physician when these individuals are performing duties other than those assumed when acting as agents of Carrie Tingley Hospital. Following discussion motion was made by Sue Wagner, seconded by Robley Hedrick and passed, that malpractice insurance as currently written be continued for Dr. Munger and Dr. Gross (in keeping with contractual agreement) and that Mr. Carr take the necessary steps to determine what coverage is actually required for the Wm. Beaumont Resident.

The Board was informed of the receipt of a copy of the Executive Budget for the 64th fiscal year, as presented to the Legislature. Mr. Carr noted that the original budget request of Carrie Tingley Hospital had been included in this document without change, but that it did not include the supplementary budget request of \$95,000 since the Executive Budget had been printed prior to receipt of the second budget request.

Mrs. Wagner and Mr. Hedrick questioned Mr. Carr regarding the cover letter which accompanied the supplementary budget request, specifically questioning the percentage of increase in the number of patients treated at facilities other than Carrie Tingley because of lack of necessary equipment and medical expertise, and inferences regarding the future status of Carrie Tingley Hospital. Mr. Carr apologized to the board for any misrepresentation and stated that he felt he was fairly representing the intent of the board in this document.

discussions between the Administrator and State Personnel Office officials and the appearance of the Medical Director at the Personnel Board meeting on February 18. Mr. Carr stated that, although this remuneration was still substantially less than that paid by other than state agencies, it would result in an annual salary increase of approximately \$1,900 for Mr. Crownover.

- E. Recurrence of problems regarding quality of X-ray films. Mr. Carr stated that he had talked with Dr. McGuire, Radiologist, and other professional people regarding this matter and all had indicated inadequacies of the Technician could be contributing, in part, to the problem. He noted that he anticipated having an X-Ray Tech from Alamogordo at the hospital in the near future to check out the equipment and process films in an attempt to determine the cause of the inferior grade films.

Financial statements for the month of January, 1975, reviewed by Bea Cleveland, Business Manager, reflected the following:

Cash Balance January 31, 1975	\$ 475.77
Operating Fund Investments	\$ 40,000.00
Investment Fund (Cash and Investments)	\$ 30,007.16

Operating Fund Expenses \$2,006 under budgeted projections.
Accounts Receivable Collections 85.4% of budget estimate.

Overtime costs for the month of January, 1975 totaled \$546.64, a reduction from previous months. Major portion of overtime was accumulated by surgery personnel.

Mr. Carr and Mrs. Cleveland reviewed the audit report for the 62nd fiscal year completed by Cooper, Burrows & Co. of Las Cruces, N.M., which indicated that financial statements presented fairly the financial position of Carrie Tingley as of June 30, 1974 and the results of its operations for the year then ended. Mrs. Cleveland commented on two items included in the audit, namely, the deduction of accumulated depreciation from total value of hospital property, plant and equipment (which is not included on reports to D.F.A. in conformance with state accounting procedures), and the recommended increase in estimated uncollectibles and allowances by the auditors from 40% to 60%.

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

February 21, 1975

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A.M., February 21, 1975 in the Administrator's office. Board members present included Sophie Waldrip, Sue Wagner, James Davidson and Robley Hedrick. Also attending were John L. Carr, Bea Cleveland, Mary E. Phillips, Mary Lou Sanchez, Chairman of the C.T.H. Employee Relations Committee, William Buhler and David Underwood, Trustees of the Carrie Tingley Hospital Foundation, and Charlie Kreher, representative of the Herald Publishing Co.

Minutes of the January 21, 1975 meeting were approved as written.

Report of the Medical Director, presented by Mr. Carr in Dr. Munger's absence, included the following:

- A. Medical statistics for the month of January, 1975.
- B. Recommendation by the Medical Director on the appointment of Jon Morton Aase, M.D., to the hospital consultant staff with full clinical privileges in pediatrics. Motion was so made by Sue Wagner, seconded by James Davidson and passed.

Included in the Administrator's Report were comments regarding the following items:

- A. Dismissal of Dietary Department employee for reasons previously discussed with the board. Mr. Carr stated that the employee had not indicated an intent to request a hearing before either the Employee Relations Committee or the State Personnel Board.
- B. Announcement concerning a Pediatric Orthopaedic Workshop sponsored by Nursing Services of Carrie Tingley on March 21, 1975.
- C. Appointment of Sally Atkinson as Patient Care Coordinator effective February 1, 1975.
- D. Approval of a range revision for Jimmy Crownover, Brace Shop Manager, by the State Personnel Board following

in the future, if patients lived in Albuquerque he felt it would be more feasible for them to be treated in that locality. When asked if UNM and CTH were competitive Dr. Munger replied that they were not at the present time. When asked if the two facilities were providing duplicate services Dr. Munger indicated that they would be. During ensuing discussion concerning political and emotional problems involved in moving the facility from T. or C. it was noted that adequate patient care was the primary objective of the institution; that it was not the board's obligation to provide financial rewards to Sierra County.

It was the consensus of board members present that the appropriate action for the board to now take was the preparation of a summary report, compiled by Dr. Munger, Mr. Carr, Dr. Dawson, and the Dean of the Medical School, if indicated, making appropriate state officials (legislators, Governor) aware of existing problems at Carrie Tingley and proposed alternatives, with the ultimate objective being provision of a viable health care program for the crippled children of New Mexico.

Dr. Napolitano indicated that, as Dean of the Medical School, he would not make such an overture. He stated that he had no plans to go before LFC or the Legislature and make recommendations regarding Carrie Tingley Hospital. In regard to Dr. Munger's statement that information which had been transmitted to the board should be passed on, he indicated he felt that was strictly the board's decision. He stressed again the Medical School's willingness to cooperate and continue the mutual interaction between the two facilities and commented specifically on the following:

1. He would be happy to carry on future conversations with the board so that they could more fully understand the position of the Medical School and have a better idea of what the facility was attempting to do:
2. He would be interested in the board's evaluation of existing problems and the study to be completed by Dr. Dawson;
3. He would appreciate being advised of any decision made regarding the charge of the board.
4. He anticipated carrying on as at present in relation to Medical School-Carrie Tingley Hospital inter-services but that the question was: "Is this adequate for the patient care needs of Carrie Tingley?" He indicated he did not know the answer to that question.
5. He expressed his belief that it was the obligation of the board to obtain professional advice relative to fulfillment of the board's charge and indicated that he would be glad to assist in any way that he could.

Mrs. Waldrip expressed the board's appreciation to Dr. Napolitano for his willingness to meet with them and for his offer of continued cooperation & support.

Mr. McCollum stated that - from statements made by the hospital staff and correspondence received from nationally known orthopaedic surgeons - he received the impression that Carrie Tingley was not doing the job it was charged to do; that it had been indicated by the Medical Director and the Administrator that the hospital was not in a position to provide its patients with needed expertise and medical care back-up for total patient care in Truth or Consequences. He commented on the board's concern in seeing that a viable health care program was being rendered at Carrie Tingley and their understanding that such a program was not possible under the present circumstances.

He asked for confirmation of a statement he had understood Dr. Napolitano to make which indicated that "the Medical School could not continue the same kind of relationship that it had in the past." Dr. Napolitano stated that he did not remember making such a statement and if he had, in fact, made this remark he had certainly not intended to do so.

Mr. McCollum then asked: "Do I understand correctly - the only way we can provide proper patient care and fulfill our charge as board members is to locate Carrie Tingley Hospital, geographically, in an area where we have the expertise of a medical school?"

Dr. Munger replied: "The Medical School is one alternative. I feel I must give the board information regarding what I need to continue my charge. It is the board's responsibility to make decisions and take action. If the appropriate state officials are not informed they can charge the board."

Mr. McCollum then asked: "Are you saying to the Board that you cannot maintain a viable program at the hospital, as we are obligated to do under the law?" To which Dr. Munger replied, "Yes."

Mr. Carr commented that, administratively, he felt the bulk of the patient load would be lost with the initiation of a National Health Program since the hospital would lose CCS patient referrals.

Dr. Munger commented on consultant support from the Medical School. Dr. Napolitano stated that he would anticipate UNM continuing to send consultants to T. or C., however, increasing needs at the Medical School in the future could possibly reduce the frequency of such visits.

Mr. McCollum asked if the Medical School was, in fact, now conducting a crippled children's clinic and if they were planning on opening an orthopaedic wing, to which Dr. Napolitano answered in the affirmative.

When asked if the Medical School was now providing the same services Carrie Tingley Hospital is rendering, Dr. Munger stated that they had the ability to provide such services. Dr. Napolitano stated that patients requiring orthopaedic care have been transferred to Carrie Tingley; that, however,

Dr. Napolitano replied that:

1. He felt the identity of Carrie Tingley should be maintained.
2. He felt the question of geographical location and the adequate care of patients was the responsibility of the Board of Directors;
3. He would be glad to interact in assisting to solve problems of the facility;
4. He did not want the School of Medicine to develop the reputation of monopolizing health care services of the State of New Mexico;
5. The Medical School would interact with any group if it was felt they could complement services or - within their own charge - more effectively serve the crippled children of the state.
6. He did not feel he should tell the Board what to do or how to fulfill their charge.

Mrs. Wagner asked if Dr. Napolitano felt it would be possible for Carrie Tingley to merge with the Medical School and maintain its identity, to which Dr. Napolitano replied "Yes."

Dr. Munger stated that he felt the Board should realize that the Medical School had expressed a willingness to support the program of Carrie Tingley in a sense of full cooperation.

Dr. Dawson related the move of Gillette Crippled Children's Hospital to a site adjacent to a city hospital and maintaining its identity and national reputation. He also commented on his appreciation of the Dean's willingness to cooperate with C. T. H.

Dr. Napolitano discussed the Cancer Research and Treatment Program which is a complement of the UNM Health Complex. When questioned regarding the status of employees of the new psychiatric unit he stated that they would be state employees but did not know whether they would be assigned to DHI or UNM.**

Dr. Munger asked if plans for the rehabilitation of patients over 21 years of age were underway. The Dean replied that a rehab program had been initiated in September, 1974 with a physical therapy program; that it was anticipated that within two to three years a Department of Rehabilitation would be established which would work in cooperation with the Dept. of Orthopaedics; that the department would assume professional responsibility for various types of patients (orthopaedics, neurology, etc..) He commented on lack of adequate funds at the present time to develop the rehab program but indicated the growing importance of rehabilitation to developing medical school programs such as physical therapy.

Mr. Carr asked if the planned Rehabilitation Program would include physical aspects only, or if it would include educational development such as behavioral modification, etc.. Dr. Napolitano replied that he would anticipate persons developing the program to want comprehensive care and that they would incorporate paramedical services which were available.

Mrs. Wagner stated that, as a board member, she could understand from a purely medical viewpoint the desirability of centralized medical services with backup specialty care; that she felt, however, that New Mexico was a state of rural communities with people living in various areas throughout the state and she did not feel all state programs could be centralized in Albuquerque. She also commented on legal restrictions in moving state facilities. She then asked Dr. Napolitano whether it would be feasible for the Medical School to continue to cooperate with Carrie Tingley Hospital and refer patients to the facility if the Medical School had a crippled children's program - recognizing that both are state institutions and funded with state monies. Dr. Napolitano replied that he did not have an answer; that both had an obligation to assist one another since the two had a similar charge in health care. He indicated that he would have to explore the matter with Medical School personnel and Dr. Munger.

Dr. Munger stated that consideration should be given the question of whether there are enough crippled children in the state to provide patients for both programs, should services be duplicated, and questioned the case load justifying two programs.

Dr. Napolitano stated that he felt both the Medical School and Carrie Tingley must focus on the needs of the patients; that so far as he was concerned - relative to the School of Medicine - they could not continue the same relationship that had existed in the past since a continuation of the existing relationship would pose the question of whether it was to the best interest of the patient.

Dr. Dawson commented on centralization, or pooling of resources in one location, being supportive and supplementary to services provided in local areas.

Dr. Munger again commented on the expertise needed for adequate patient care at Carrie Tingley, noting that the basic concern of CTH was the 10% of admitted patients who could not be cared for properly at the facility; that he felt it was his charge, as Medical Director, to keep the board informed as problems arose and that the most reasonable, mature approach was recognition of existing problems and attempting to solve them.

Dr. Napolitano remarked that on a national level one of the major criticisms had been that over the years the Federal government had made considerable investments in basic research and only in selected areas were benefits being received from such research (burns, premature birth, etc.). Dr. Munger noted that, as expertise resulting from research was developed at the Medical School, their services would be required by an increasing number of specialties.

Mrs. Wagner again expressed her concern over duplication of services at state agencies, stating that she felt they would eventually have to be incorporated and a definite role assigned to each agency. She then asked Dr. Napolitano if he anticipated Carrie Tingley merging with the Medical School and (2) if he felt it would be feasible for the facility to remain in its present location.

Meeting with Dr. Napolitano, Dean of U.N.M. Medical School

January 21, 1975

Participants:

Dr. Napolitano, Dean of U.N.M. Medical School

Carrie Tingley Hospital Board of Directors: Sophie Waldrip, Sue Wagner,
James Davidson and Virgil McCollum

Dr. David H. Munger, Medical Director; John L. Carr, Administrator

Dr. John Dawson, Consultant

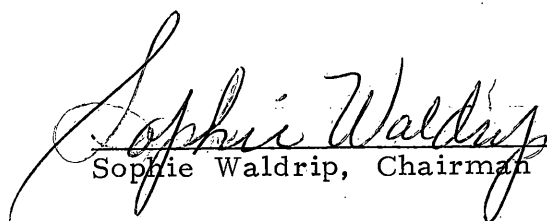
Dr. Munger prefaced the discussion by explaining to Dr. Napolitano that the conference had been requested by the Board of Directors because of their concern regarding reported inadequacies of Carrie Tingley Hospital's program in treating the type of patients now being cared for at the facility; their desire to define these problems and explore possible alternatives; and their belief that identification of services for crippled children which are included in the Medical School's health plan, which might be duplications of services provided at Carrie Tingley, could be of mutual benefit to both the Medical School and the hospital.

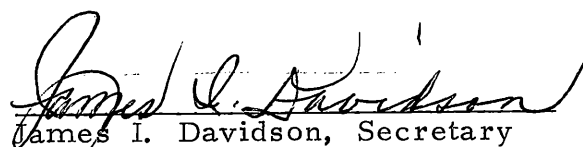
Dr. Napolitano stated that the primary question in his mind in this regard was how, following an assessment of services provided at Carrie Tingley Hospital, the medical program could be strengthened - recognizing that the basic charge to both the Medical School and Carrie Tingley was the provision of better care for patients. He noted that at the present time Carrie Tingley's relation to the Medical School was primarily interaction with the Department of Orthopaedics; that while this was a limited interaction, it was very important; that there were other resources available at the Medical School which, if utilized, could greatly broaden the health care program for the crippled children of the state. The use of consultants from the Medical School by C. T. H. was specifically mentioned. He commented that he ^{too} felt it was beneficial to both UNM and CTH to discuss the future roles of both facilities; that he envisioned - relative to the charge to both to provide better health care to children of New Mexico - that the two should continue to run on parallel tracks with the possibility of an eventual intersection.

Sue Wagner commented on the current trend toward centralizing all medical services in one location and asked whether, to be effective, these services must be centralized and if so, to what degree. She reiterated the board's concern, relative to the program for which it has responsibility, in determining what advice and counsel should be sought to insure that the best possible medical care was being provided at Carrie Tingley Hospital.

The next meeting was scheduled for February 21, 1975 at Carrie Tingley Hospital.

The meeting adjourned at 4:40 P.M.


Sophie Waldrip, Chairman


James I. Davidson, Secretary

In response to questions concerning the role a telemetry system might play in broadening patient care in isolated areas, Dr. Dawson stated that the program would render some specialty care or surveillance but would not be a substitute for personal physician-patient relations and would not be a substitute for "on the spot" physician services.

Dr. Dawson stated that he would submit a written report identifying and placing in perspective existing deficiencies of Carrie Tingley, as well as providing guidelines for possible solutions to these problems. He stated that he felt it was the board's responsibility, once it is determined that there is an unsatisfied need in the hospital's program, to attempt to correct the problem.

Mr. McCollum commented on personal observations, resulting from his reading of the board minutes of the December 20 meeting and the conference held with Dr. Napolitano, Dean of the U.N.M. Medical School, on January 21, in regard to the following:

- (1) Existing problems at Carrie Tingley Hospital in providing "proper care and treatment for the crippled children of New Mexico" as the caseload becomes more specialized, considering the lack of specialty expertise.
- (2) Effect of national catastrophic health insurance, when initiated, on patient referrals to C.T.H.
- (3) Possible duplication of services at the U.N.M. Medical School and Carrie Tingley if services for crippled children are included in the Medical School's health plan.
- (4) Indication of program's inadequacy for a percentage of patients as evidenced in correspondence to the Medical Director from orthopaedic surgeons of national reputation.
- (5) Commission to Dr. John Dawson, Consultant, by the Board of Directors for a study identifying problems the hospital is facing in determining its future role and program and providing guidelines for possible solutions.

In view of the above, and in recognition of the Board's charge by New Mexico statutes, motion was made by Virgil McCollum, seconded by James Davidson and duly passed, that the Medical Director and the Administrator prepare a draft of a summary report for board approval, to include all pertinent information and results of the study made by Dr. Dawson, for submission to Governor Apodaca and other appropriate state officials responsible for the program of Carrie Tingley Hospital.

Overtime costs for the month of December totaled \$693.04, resulting primarily from illness in the Nursing Services Department and emergency services required for a special nurse.

A contribution in the amount of \$400.00 was acknowledged from the Carl C. Anderson, Sr. and Marie Anderson Charitable Foundation of Houston, Texas.

Correspondence was read from the Hot Springs National Bank wherein the hospital was advised of a \$250,000 increase in Surplus, resulting in total Capital Stock in the amount of \$495,000 and Surplus in the amount of \$745,000 at the close of business on December 31, 1974.

Also reviewed was a statement of average bank balances for December, 1974, indicating the following:

Balance, Hot Springs National Bank	\$ 65,342.00-64.5%
Balance, First State Bank	\$ 35,990.00-35.5%

Approval was given minor budget line item adjustments to the Title I School Budget for the 62nd fiscal year by motion made by Sue Wagner, seconded by Virgil McCollum and passed.

Dr. John Dawson, in a brief analysis of his evaluation of the hospital program following an on-site survey on Monday, January 20, made the following personal observations:

- (1) Leadership of hospital dedicated and respected by peers and by national recognition.
- (2) Evaluation by knowledgeable persons needed on condition of physical plant. Prior experience with health insurance programs indicates certain life saving techniques and safety requirements are lacking at Carrie Tingley; compliance could mean considerable initial financial output with possibility of requirements becoming more stringent each year.
- (3) Medical program at CTH regarded highly by physicians throughout state; feels team approach - providing comprehensive care - should be continued. Determination must be made as to how services can be broadened. Possible alternatives which appear open include expansion of program at present location or alignment with teaching institution. Emotional appeal and historical prestige of facility was noted as well as the importance of retaining identity, autonomy of institution.

Board approval of the Capital Improvements Budget Request and signature thereon was requested since the copy submitted earlier to D. F. A. and the L. F. C. had been sent for information purposes only, prior to formal approval by the Board of Directors. Motion was so made by Virgil McCollum, seconded by Sue Wagner and passed.

B. Letters of acceptance of reappointment to the C. T. H. Medical Advisory Committee from Dr. George L. Dixon and Dr. Louis W. Breck.

C. Personnel Actions

1. Resignation of June Bell, Director of Nurses, effective January 31, 1975. Mr. Carr stated consideration was being given the temporary promotion of a nurse on the existing hospital staff to Acting Director of Nurses during recruitment efforts for Mrs. Bell's replacement.
2. Employment of a Patient Care Coordinator effective February 1, 1975. Mr. Carr commented that basic duties of the position would include interviews with parents at time of patients' admission, documentation of total patient care program prescribed by physician, and coordinating patient care between all patient care and supportive departments.
3. Intended dismissal of employee in Dietary Department involved in theft of hospital food and sale of same to co-workers.

Upon the Administrator's recommendation motion was made by Virgil McCollum, seconded by James Davidson and passed, that a hospital non-solicitation policy be established and enforced.

Financial statements for the month of December, 1974, reviewed by Mr. Carr, reflected the following:

Cash Balance December 31, 1974	\$ 11,084.87
Operating Fund Investments	40,000.00
Investment Fund Investments	29,381.84

Operating Fund Expenses \$851 over budgeted projections;
Accounts Receivable collections 91.5% of budget estimate.

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

January 21, 1975

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 1:00 P.M., January 21, 1975 at the Four Seasons Motor Inn in Albuquerque. Board members present included Sophie Waldrip, Sue Wagner, James Davidson and Virgil McCollum. Also attending were John L. Carr, David H. Munger, M.D., Dr. John Dawson, Mary E. Phillips, and Ross Kailey, a former board member.

Minutes of the December 20, 1974 meeting were approved as written.

Report of the Medical Director included the following items:

- A. Medical statistics for the month of December, 1974.
- B. Correspondence from the Residency Review Committee for Orthopaedic Surgery, A. M. A., wherein the hospital was informed of the adequacy of its residency training program to support five residents at any given time.
- C. Inquiry from St. Ann's Hospital regarding possible interest of Carrie Tingley Hospital in obtaining part-time services of an anesthesiologist should St. Ann's be successful in recruiting one. Mr. Carr noted that it was his understanding that a nurse anesthetist had been employed by St. Ann's since the time of the inquiry, hence no further consideration of the matter was required.

In presentation of the Administrator's Report Mr. Carr discussed the following:

A. Capital Improvements Budget Request

Recommendation by Governor Apodaca of inclusion of \$239,000 in the executive budget for capital improvements to Carrie Tingley Hospital during the 64th fiscal year, based on a total request of \$589,930 for air conditioning and electrical renovation. Mr. Carr stated that it was his understanding that the \$239,000 would cover total cost of the electrical renovation and air conditioning of the three patient wards.

CTHospital Consulting Staff - December 1974

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PLASTIC

Richard H. Gooding, M.D. Albuquerque

Michael G. Orgel, M.D. Albuquerque

RADIOLOGY

Byron G. Brogdon, M.D. Albuquerque

John M. McGuire, M.D. Alamogordo

UROLOGY

Thomas Allen Borden, M.D. Albuquerque

PARAMEDICALConrad Moore Curtis, Ph.D. Las Cruces
Clinical PsychologistLeslie W. Dalton, Jr, Ph.D. Las Cruces
Speech and HearingRobert V. Bush, CP&O Albuquerque
Prosthetist/OrthotistTreasure Day T or C
Pharmacist

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ORTHOPAEDIC (CONTD)

James K. Weaver, M.D.

Albuquerque

William C. Westen, M.D.

Santa Fe

NEUROSURGERY

Ralph J. Kaplan, M.D.

Albuquerque

Michael Pollay, M.D.

Albuquerque

NEUROLOGY, EMG/EEG

Don F. Seelinger, M.D.

Albuquerque

Russell D. Snyder, M.D.

Albuquerque

PATHOLOGY

Robert E. Anderson, M.D.

Albuquerque

William C. Black, M.D.

Albuquerque

Thomas S. McConnell, M.D.

Albuquerque

PEDIATRIC

Paul J. Huchton, M.D.

El Paso

Edward A. Mortimer, Jr., M.D.

Albuquerque

Laurence N. Nickey, M.D.

El Paso

Paul L. Rogers, M.D.

El Paso

Russell D. Snyder, M.D.

Albuquerque

Jack Seaquist, M.D., Univ. of Colorado Medical Center
 Clyde E. Hunt, M.D., Wm. Beaumont Hospital
 Eugene W. Pflum, M.D., U.N.M. Medical School
 Orlando T. Garza, M.D., U.N.M. Medical School
 Mario E. Porras, M.D., U.N.M. Medical School

C. Reappointment of David H. Munger, M.D. and Richard H. Gross, M.D. to the Active Medical Staff by motion made by Sue Wagner, seconded by James Davidson and passed.

D. Reappointment of the Consulting Medical Staff by motion made by Robley Hedrick, seconded by Sue Wagner and duly passed. A copy of the Consulting Medical Staff, as approved, is attached to and made a part of these minutes.

Financial statements reviewed by Bea Cleveland, Business Manager, indicated Operating Fund expenses through November 30, 1974 being \$15,998 over budgeted projections, primarily in the areas of Supplies and Travel. Operating Fund revenue was \$44,518 over estimated totals as a result of a tentative payment of \$15,000 from Blue Cross following audit of the 62nd F.Y. Title XIX Cost Reimbursement Statement and Land Income to date being approximately \$12,000 more than budgeted.

A Budget Adjustment Request reflecting a budget increase in the amount of \$22,000 was presented for board approval by the Administrator, who explained that the adjustment was necessary since, by statute, operating fund expenses as of December 31 cannot exceed 50% of the total amount budgeted for the 63rd fiscal year. Motion was made by Robley Hedrick, seconded by Sue Wagner and passed, that the budget increase be approved as submitted and indicated below:

<u>Increase in Expenditure</u>		<u>Revenue</u>
Travel	\$2,000	
Supplies	\$20,000	
Title XIX Cost Reimbursement		\$15,000
Land Income		7,000
<hr/>		<hr/>
\$22,000		\$22,000

Documentation concerning suggested increases in the requested 64th F.Y. budget, distributed to board members, included the following:

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

December 20, 1974

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A.M., December 20, 1974 in the Administrator's Office. Board members present included Sophie Waldrip, Sue Wagner, James Davidson, and Robley Hedrick. Also attending were John L. Carr, David H. Munger, M.D., Richard H. Gross, M.D., Mary Lou Sanchez, representative of the Employee Relations Committee, Bea Cleveland and Mary E. Phillips.

Minutes of the following meetings were approved as written: board meeting held on November 15, 1974, special board meeting held on December 5, 1974.

The Administrator's Report included discussion regarding the following items:

- A. Conference with Irene von Horvath, Architectural Consultant, Department of Health and Social Services, to discuss proposed remodeling. Mr. Carr stated that Miss von Horvath was very receptive to suggested changes and did not indicate any major problems in initiation of same.
- B. Discussion with Department Heads and Nursing Staff concerning proposed reorganization and remodeling with request to hospital employees that any suggestions be submitted which they felt would result in more practical and functional patient care.
- C. Request for board approval to proceed with limited remodeling in the Medical Photography and Clinic Office areas, using maintenance personnel. Motion was so made by Robley Hedrick, seconded by James Davidson and passed.

Report of the Medical Director comprised the following:

- A. Medical statistics for the month of November, 1974 indicating a slight decrease in average daily census but a continued increase in the volume of patient care.
- B. Appointment of the following physicians to the hospital residency staff for the period January 1, 1975 through June 30, 1975 by motion made by Sue Wagner, seconded by Robley Hedrick and duly passed:

Other One-Time Expenses

1. Purchase of house for Chief Surgeon	\$45,000
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|--|----------|
| 11. Office Equipment for New Employees | \$ 7,000 |
| 12. Play equipment for infants play room and Clinic play room | \$ 500 |
| 13. Equipment for Conference Room; otoscopes, stethoscopes, examining table, etc.. | \$ 500 |
| 14. Equipment for making "light casts"
New cast material in which patient can take bath.
Also much stronger than normal cast material. | \$ 6,000 |
| 15. Vacuum Machine for making insoles and shoes
A new concept in solving foot problems. | \$ 3,500 |

Equipment

1. Blood Gas Machine: \$ 6,000
Add blood gas analysis as another diagnostic test.
2. Pulmonary Function Machine: \$ 3,000
Add pulmonary function testing as another diagnostic test.
3. X-Ray Machine: \$ 46,000
Replace old X-ray machine with new one capable of doing tomograms and scanograms. Move head and track of old machine into Surgery.
4. Portable X-Ray Machine: \$ 20,000
Replace old portable X-ray with new one of higher quality.
5. Surgery and Nursing "Chest Cases" equipment. \$ 7,500
Adding capabilities for doing "chest cases" here instead of going somewhere else.
6. Respirator \$ 2,000
Add to anesthesia equipment to add "automatic breathing" for patient.
7. Monitor in O. R. \$ 2,000
Monitor vital signs while patient undergoing surgery.
8. New Dictating System: Replace present dictating system. \$ 5,000
9. 12-Passenger Van \$ 8,000
Transport patients as well as personnel and supplies to clinics.
10. Compression Plate System. \$ 3,000
Metal compression system for casting.

15. 4-Bed Ward and Dirty Utility on A.C.: Convert to Housekeeping and Sewing Area.

Remodel: None

Equip:

16. Library: Move Library back to end 3-bed Ward on A.C. and use as Conference Room.

Remodel: None

Equip: Exam table, view boxes, chairs (20), Chalk Board, Stethoscopes, otoscopes,

17. 3-Bed Ward on A.C.: Convert to Staff Library.

Remodel: Remove partitions

\$400

Equip: Study Table, 8 Chairs

18. 4-Bed Ward on A.C. (End): Convert to Audio Room.

Remodel: Door on bath with shelving for storing audio-visual equipment

\$500

Equip:

19. Pediatric Office on A.C. : Convert to Anesthetist Office.

Remodel: None

Equip: Desk, Chair, Bookcase

20. Treatment, Drug and Single B.R. on A.C. Remodel into new O. T. Department.

Remodel:

\$6,720

Equip:

8. Large Medical Photo: Move shelving for storage into telephone room and move small photo into large photo.

Remodel: Lower ceiling with new lights, install curtain \$ 500

Equip: Additional storage shelving in telephone room.

9. Small Photo: Move into large photo and use for new Director of of Nursing Office.

Remodel: None.

-0-

Equip: None.

10. Director of Nursing Office: Move Director of Nursing into Small Photo Room. Use for new Clinic Office.

Remodel: Remove glass. Build counter in window. \$300
Build shelves for storage.

Equip: Desk chair and typewriter for Insurance Clerk.

11. Clinic Office: Move Clinic Office into Director of Nursing Office. Make into kiddie play area.

Remodel: Remove counter, install fence with gate. \$300

Equip: Carpeting, small rocking toys, etc..

12. C.C.S. Office: Move CCS to new location, probably AC Ward. Expand Med Records into CCS Office.

Remodel: None

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Equip: Desk, Chair, Typewriter for Audit Clerk;
new record shelving.

13. Small Residents Exam Rooms: Remove partition between two and make into one large room. Lock one door. One room to Observation.

Remodel: Remove partition.

\$ 200

Equip:

14. Observation Room by Pool: Convert into Drs. Exam Room to replace one lost by converting 2 small rooms into one.

Remodel: Refinish inside, close doors into restrooms,
cut new doors from hallway into restrooms.

\$1,500

Equip: None.

Remodeling

1. New

Build an Intensive Care Unit along S. corridor opening into existing Nurses Station. Equip with piped oxygen and suction, call system, monitoring equipment, etc.. (720 sq. ft. @ \$65) \$46,800

2. New

Build a Nursing Complex along south corridor butting up to Boys Ward. Three offices for Director of Nursing, Patient Care Coordinator, and Secretary. (720 sq.ft. @ \$25) \$18,000

3. 8-Bed Infants Ward on Boys Ward. Use for both Boy and Girl infants.

Remodel: None

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Equip: None

4. 8-Bed Infants Ward on Girls Ward. Move infants to Boys Ward and convert into Intermediate Care Units - 1 Girls and 1 Boys.

Remodel: Install Divider Curtains; \$ 4,000
remodel Bathrooms. Call System.

Equip: Curtain windows, new beds, bedside
cabinets, wardrobes.

5. Hobby Shop on Boys Ward; convert to Infants Play Room.

Remodel: Install carpet \$ 300
Equip: Play Equipment

6. Hobby Shop on Girls Ward.

Remodel: Unknown

-0-

Equip:

7. Housekeeping Office and Storage: Convert to office for Pediatrician, office for secretary and Treatment Room.

Remodel: Add partition in Housekeeping Office to \$1,000
divide into 2 offices. New door to
corridor.

Equip: Desks-2, Chairs-2, Typewriter, Bookcase-2,
Dictating and Transcribing Equipment.

Other Continuing Expenses

<u>Specialists:</u>	Contract arrangements or Per Diem for Consultants	\$ 20,000
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<u>Continuing Education:</u>	At least one out-of-state trip per year for selected Department Heads.	\$ 5,000
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Anesthetist
Division of Nursing
Patient Care Coordinator
Surgery Supervisor
Brace Shop Manager
Physical Therapist
Occupational Therapy
Special Behavioral Program
Other - (2)

<u>Seminar Expense:</u>	\$ 3,000
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Medical - 2
Nursing - 2
S. B. P. - 1
Brace Shop - 1

New Employees

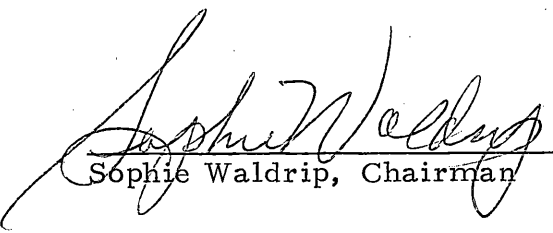
1. Pediatrician: Required to handle non-orthopaedic problems. \$ 15,000
One-half of salary to be paid by C. C. S.
2. Secretary for Pediatrician: Would also serve as secretary
for Residents and probably handle library. \$ 7,200
3. Patient Care Coordinator: Would coordinate all care of
each child with all departments so each
would know what the other was working on. \$ 10,200
4. Chief Surgeon: Change Assistant Medical Director to
Chief Surgeon. Increase salary and
responsibilities. \$ 7,000
5. Insurance Admission Clerk for Clinic: Would be responsible
for obtaining all insurance information.
Would probably call each employer to see
if patient covered. Would undoubtedly
generate much more revenue than presently. \$ 7,000
6. Clinic Social Worker: Would supplement existing CCS
Social Worker and assist in Clinic operation. \$ 12,000
7. Surgery R.N.: Additional R.N. for Surgery to assist in
Recovery Room. Would also serve as GU
Tech. One of present Techs would go full
time in Cast Room. \$ 9,000
8. Brace Maker: Change one Brace Maker Apprentice
position to Brace Maker. \$ 4,000
9. Pulmonary Function Tech: Person would handle all
pulmonary function testing and hopefully
be able to assist in both Lab and X-Ray
work for relief and emergency coverage. \$ 10,000
10. Staff Secretary: Secretarial help for SBP, OT, PT, etc.. \$ 6,000

Remodeling: Estimated cost of \$80,000; possible funding from Maggie Davis Estate.

It was noted that remodeling, as well as purchase of needed equipment, could be accomplished gradually as priorities were defined. Mr. Carr stated that a conference had been scheduled with Hospital Facilities Division, Department of Health and Social Services, to discuss requirements and standards for the proposed remodeling.

The need to fully inform Governor Apodaca and state legislators, as well as personnel of the DFA and LFC, concerning the critical need of the proposed changes was noted. Mrs. Waldrip was asked to invite Representative Wm. O'Donnell, Chairman of the Appropriations and Finance Committee, to attend the December 20 board meeting. Dr. Munger was requested to contact Dr. Sherman S. Coleman, Professor of Orthopaedic Surgery, University of Utah, and Dr. Wood Lovell, Scottish Rite Hospital for Crippled Children, Decatur, Georgia, to recruit their assistance in defining existing problems at Carrie Tingley and, if needed, in presenting the concept of modifications proposed which will enable the facility to meet the challenge of continuing to provide adequate patient care, recognizing the changing population of children's orthopaedic patients and the sophisticated medical expertise required.

The meeting adjourned at 11:05 P. M.



Sophie Waldrip, Chairman

Jimmy Davidson, Secretary

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS MEETING

A special meeting of the Carrie Tingley Hospital Board of Directors was called to order by Chairman Sophie Waldrip at 7 P.M., December 5, 1974 in the Administrator's Office. Members present included Sue Wagner, Vice-Chairman, Jimmy Davidson, Secretary, Robley Hedrick and Virgil McCollum. Also attending were Dr. David H. Munger, Medical Director, Dr. Richard Gross, Associate Medical Director, John Carr, Administrator, and Mary E. Phillips, Adm. Asst.

Purpose of the meeting was to discuss proposed revisions to the 64th fiscal year budget resulting from recommended modifications in personnel, capital outlay and capital expenditures.

Following distribution of data relevant to modifications proposed, Mr. Carr and Dr. Munger discussed in detail critical needs of the hospital if the institution is to remain a competitive, viable facility providing the best possible care for the crippled children of the state. Both addressed their comments to requisites in: (1) additional staffing; (2) contractual arrangements for additional consulting specialists; (3) continuing education for department heads; (4) hospital seminars for both medical and paramedical departments; (5) equipment needs; and (6) remodeling which would result in more practical, functional and economical patient care. Both the Administrator and the Medical Director indicated they felt the proposal was a conservative summary of changes mandatory if Carrie Tingley is to remain in the mainstream of children's orthopaedics. A copy of the proposal is attached hereto and made a part of these minutes.

Following a thorough review of proposed modifications, by item, it was the consensus of the Board that the program represented an appropriate approach to existing problems and that initiation of same was necessary if the Board was to continue to properly discharge its responsibilities as set forth in state statutes.

Possible sources of funding available were noted, as follows:

Additional Personnel: Estimated annual cost of \$108,200 to be included in revised 64th fiscal year budget. Draft of the revised budget is to be presented for board approval at the December 20 meeting.

Equipment: Estimated cost of \$116,000; possible funding by the C. T. H. Foundation.


Program Study was discussed, as well as possible submission of a grant application to the Orthopaedic Research and Education Foundation. Action on the two proposals was tabled until the December meeting. The Administrator was asked to contact other consulting firms for proposals for board review.

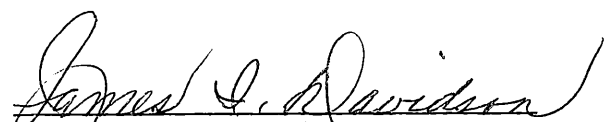
Report of the Medical Director included the following items:

- A. Review of medical statistics for the month of October, 1974.
- B. Plans for the Fifth Annual C. T. H. Seminar to be held December 13-14 with E. Shannon Stauffer, M. D., Rancho Los Amigos Hospital, as the Distinguished Speaker.
- C. Tentative plans for holding the Annual Springs Seminar in Juarez, Mexico. The seminar would be a joint effort of the New Mexico Orthopaedic Society and the Chihuahua Orthopaedic Society with tuition charges covering expenses of the meeting.
- D. Report concerning a conference held November 14 with Kathryn Flynn, Crippled Children's Services, and Robert Patton, Title XIX representative, relating to restrictions on transportation for patients from Albuquerque and Las Cruces to C. T. H. Dr. Munger stated that he felt a very equitable agreement was reached; that certain types of patients would still be sent to Carrie Tingley and arrangements had been made by CCS to set up teaching clinics throughout the state for CCS personnel so that they could properly screen cases that should be referred to C. T. H.
- E. Discussion concerning the need of a full-time pediatrician on the hospital staff. Motion was made by Robley Hedrick, seconded by Jimmy Davidson and passed, that Dr. Munger proceed with recruitment efforts to obtain a pediatrician and that preliminary procedures be initiated to establish such an authorized position with State Personnel and the D. F. A.

Review of revised By-Laws of the Employee Relations Group was deferred until the December meeting.

The meeting adjourned at 12:10 P. M.


Sue Wagner, Vice-Chairman


James Davidson, Secretary

Financial statements for the month of October, 1974 were reviewed by Bea Cleveland, Business Manager. Mr. Carr indicated that Operating Fund temporary investments in the amount of \$10,000 would be cashed prior to December 1. Of note was the balance of \$1,634 in the Patient Entertainment Fund. The Administrator was requested to talk with Mr. O'Can, Recreational Director, to determine if there were current needs which should be purchased from this fund.

Report of overtime paid during October indicated a total expense of \$1,121.30. Mr. Carr stated that overtime costs in the Maintenance Department resulted from the need for vacation relief and would not be recurring; that overtime in Nursing Services was primarily due to the need for special duty nurses.

The Administrator reviewed the Title XIX Reimbursable Cost Statement for the 62nd fiscal year reflecting cost of services rendered being \$22,710 more than collected charges and an adjusting payment in this amount being due Carrie Tingley Hospital.

Mr. Carr reviewed in detail the electrical and air conditioning study completed by Allison Engineering Co. Estimated cost of the proposed modifications was as follows:

Electrical System Modification	\$117,000
Heating and Air Conditioning Modification	<u>472,000</u>
Total Estimated Cost	\$589,930

It was noted that the above cost included a 2% increase per month through December, 1975, estimated bid date. Mr. Carr stated that copies of the proposal had been sent to the D. F. A. and L. F. C., for review only, prior to approval of same by the Board of Directors. Action on the proposal was deferred until the December board meeting. The Administrator was requested to contact the D. F. A. in the interim to determine the possibility of obtaining a deficiency or emergency appropriation to complete the electrical modification during the current fiscal year.

Approval by the board was requested on court motions prepared for submission by George Graham, Attorney at Law, in the Estate of Maggie Davis for the establishment of fees for the Executor and the Attorney, as well as a motion requesting partial advance payment to the Attorney. No objections were expressed by the board concerning these motions.

The proposal of having Dr. John Dawson, Physiatrist, visit Carrie Tingley in December, at an estimated cost of approximately \$800.00, to make a preliminary survey of the hospital's needs prior to pursuing a Role and

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS MEETING

November 15, 1974

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A.M., November 15, 1974 in the Administrator's Office. Board members present included Sue Wagner, Vice-Chairman, James Davidson, Secretary, and Robley Hedrick. Also attending were John L. Carr, Administrator, David H. Munger, M.D., Medical Director, Bea Cleveland, Business Manager, and Mary E. Phillips.

Minutes of the following meetings were approved as written:

Board meeting held on September 20, 1974
Joint Medical Advisory Committee- Board of Directors
meeting held on September 20, 1974
Board meeting held on October 18, 1974

Report of the Administrator included discussion of the following:

A. C. T. H. Foundation Charity Golf Tournament

Mr. Carr reported that it was anticipated the golf tournament sponsored by the Falls Land and Development Corp. would net approximately \$2,000 for the Foundation.

B. Purchase of Plaque

Board approval was requested for the purchase of a plaque on which to designate names of "Employee of the Year" for successive years. Motion was so made by James Davidson, seconded by Robley Hedrick and duly passed.

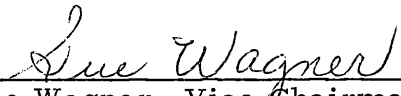
C. Participation of Hospital Employees in Dale Carnegie Course

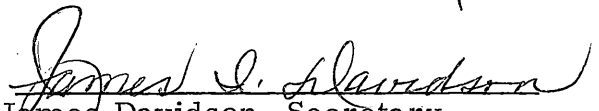
Benefits which could be derived from a Dale Carnegie Course to be given in T. or C. in the immediate future by department heads of the hospital were noted by Mr. Carr. Discussion ensued regarding the hospital underwriting the cost of the course for a limited number of personnel. Because of budgetary limitations motion was made by Robley Hedrick, seconded by James Davidson and passed, that the expenditure not be approved.

Mr. McCollum and Mr. Carr reported on a visit with Mr. and Mrs. Anton Forgon on September 20 at which time Mr. and Mrs. Forgon had indicated their intent to name Carrie Tingley Hospital as a beneficiary in their will. Copies of the will are to be included in the November board packet.

The Board was informed of a Medical Audit Team Seminar sponsored by the J. C. A. H. to be held in Albuquerque November 5 and 6, 1974. Upon the recommendation of the Administrator motion was made by Virgil McCollum, seconded by James Davidson and passed, that Doctor Munger, Mr. Carr and Kathy Roberts, Medical Record Technician, attend the Seminar.

The meeting adjourned at 3:50 P. M.


Sue Wagner, Vice Chairman


James Davidson, Secretary

The board was advised of the transfer of the hospital payroll account to the First State Bank of Sierra County October 14, 1974, as formerly approved by board action.

Correspondence was reviewed from the Hot Springs National Bank wherein the board was apprised of the bank's capital base having been increased to \$990,000.00 and reference made to Sections 11-2-6, 11-2-33 of State statutes regarding proration of public monies. Following discussion motion was made by Virgil McCollum, seconded by James Davidson and passed, that the Administrator be instructed to maintain hospital deposits equitably upon the basis of relative capital stock and surplus of such banks, in conformance with State statutes. Mr. Carr indicated that a monthly report showing the hospital's average bank balance would be maintained.

The Board was informed of plans for the Employee Award Dinner to be held November 14, 1974 at 7 P. M.

Correspondence was read from Governor King wherein approval was given the proposed Carrie Tingley Hospital Foundation Charity Golf Tournament scheduled for November 7, 8, 9, 10 at the Elephant Butte Country Club, sponsored by Falls Land Development Co. Plans for the tournament were discussed by Mr. Carr.

Dedication of the busts of Governor and Mrs. Carrie Tingley, recently obtained by the Carrie Tingley Hospital Foundation, was set for Thursday, November 14 at 4 P. M. corresponding with the hospital's Annual Employee Award Dinner for the convenience of visiting dignitaries. The Administrator was requested to contact Mr. Wm. Keleher, Attorney at Law, who had handled distribution of the Tingley Estate, to present the dedicatory address with special invitations also being sent to Governor King and the two gubernatorial candidates.

Mr. Carr reported on contacts made concerning recruitment of funds for the proposed Role and Program Study, stating that after talking with Doctor Overton and Doctor Harold Sofield, former Chairman of the M. A. C., he had written the Orthopedic Research and Education Foundation, Chicago, Illinois, requesting information concerning a possible grant from that Foundation. Also contacted was James W. Stephan of James A. Hamilton Associates, Minneapolis, Minn., who recommended that the board consider having Dr. John Dawson, Physiatriist, visit Carrie Tingley to complete a study which would determine whether or not a Role and Program Study was indicated, prior to pursuing such a survey. The Administrator was requested to contact Doctor Dawson and inquire when a visit to the hospital could be scheduled, the approximate cost of such a study, etc.. Possible sources of funding for the Role and Program Study included the Department of Health, Education and Welfare and the Four Corners Commission.

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

October 18, 1974

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 2:00 P.M., October 18, 1974 at the Four Seasons Motel in Albuquerque, N. M. Board members present included Sue Wagner, Vice-Chairman, James Davidson, Secretary, and Virgil O. McCollum. Also attending were John L. Carr, Administrator, and Mary E. Phillips.

Approval of minutes of the Board of Directors meeting and Joint Medical Advisory Committee-Board of Directors meeting held on September 20, 1974 was deferred until the November meeting.

A review of hospital statistics for the month of September, 1974 reflected a continuation of the preceding month's level of activity.

The following items were included in the Administrator's Report:

- A. Information regarding a local purchase in August, 1974 covering the cost of rewinding two motors at the Date Street Shell Station.
- B. Status report concerning proposed air conditioning and electrical renovation. Mr. Carr stated that, upon the recommendation of the Division of Property Management Control, Allison Engineering Co. of Albuquerque had been contacted. Following a survey of existing facilities by representatives of this firm specifications, estimated costs and required budgetary data are currently being prepared and should be received by November 1.
- C. Discussion of revised by-laws of the C. T. H. Employee Relations Committee with indication that final draft for board review and approval would be presented at the November board meeting.

Financial reports were reviewed for the period ending September 30, 1974 reflecting revenue from Private Pay and Title XIX being 92% of budgeted projections. Operating Fund expenses were \$21,612 over projected estimates, primarily in Supplies and Maintenance line items.

An analysis of overtime paid during the month of September, 1974, in the amount of \$530.90, was noted.

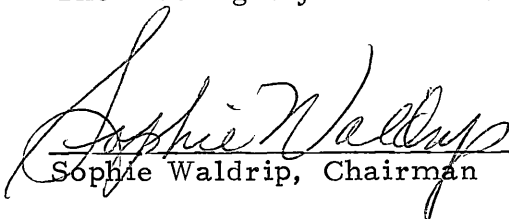
- D. Changes in medical technology; anticipated changes in federally supported health care programs.
- E. Advantages and disadvantages of proximity of facility to major medical program or to metropolitan area where sophisticated medical back-up is available.
- F. Advantages of C. T. H. at present location; condition of physical plant; desirability of setting and environment for patients treated.
- G. Importance of C. T. H. maintaining its autonomy (budget, administration, staffing, etc.); retaining national image, symbolism and idealism facility has acquired over past years.
- H. Importance of continuing formal education for the hospitalized patient.
- I. Importance of a continuing inservice training program for all hospital personnel.
- J. Considerations regarding Residency Program.
- K. Requirements and legal ramifications involved in initiating any major changes regarding the hospital's program.

Following discussion it was the consensus that, when funds are available, a qualified consulting firm should be obtained to determine action indicated to enable Carrie Tingley Hospital to stay in the mainstream of children's orthopaedics and fulfill its mission of providing optimum patient care to the crippled children of New Mexico.

Motion was made by Sue Wagner, seconded by Virgil McCollum and passed, that the Administrator, with the assistance of members of the Medical Advisory Committee, pursue possible sources of funding to initiate said study.

The Board expressed its appreciation to members of the M. A. C. for their advice and counselling. Dr. Dixon commented on the concern and interest of the M. A. C. in the medical program of Carrie Tingley and assured the Board of the availability of Committee members for assistance when needed.

The meeting adjourned at 1:45 P. M.


Sophie Waldrip, Chairman

James I. Davidson, Secretary

CARRIE TINGLEY HOSPITAL

JOINT MEDICAL ADVISORY COMMITTEE - BOARD OF DIRECTORS MTG.

A joint meeting of the Carrie Tingley Hospital Medical Advisory Committee and the Board of Directors was held Friday, September 20, 1974 at 10:40 A. M. at the Airport Marina Hotel in Albuquerque, N. M.

Board members present included the following: Sophie Waldrip, Sue Wagner, James Davidson, Robley Hedrick and Virgil McCollum. Also present were John Carr, Administrator, Dr. David H. Munger, Medical Director, and Mary E. Phillips. Medical Advisory Committee members present included: Dr. George L. Dixon, Dr. Steven H. Feagler, Dr. C. A. Luekens, Dr. John S. Moore, Dr. George E. Omer, Dr. Lewis M. Overton and Dr. Wm. C. Westen.

Mrs. Waldrip expressed the appreciation of the Board at the opportunity to meet with the M.A. C. and pursue the Board's goal to provide optimum patient care for children hospitalized at Carrie Tingley. She then asked Dr. Dixon to report on the M.A. C. meeting.

Dr. Dixon stated that the M. A. C. had reviewed in detail the position report submitted by Dr. Munger and Mr. Carr, at the request of the Advisory Committee and the Board of Directors, and felt that a discussion with Board members would result in a mutual understanding by both entities of the need to expand and sophisticate services offered at Carrie Tingley in order to meet increasing demands for a multi-disciplinary approach to comprehensive patient care.

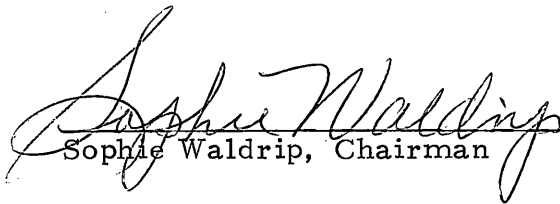
During the discussion which followed, in which all present participated, the following assessments of the existing program, as well as recognition of priorities relating to expansion and sophistication of services to be provided, were noted:

- A. A re-defining of the purpose of the hospital and the scope of its services, considering the changing status of children's orthopaedics and the increasing need for more sophisticated patient care.
- B. Changes in disease entity, especially those related to the treatment of orthopaedically crippling conditions, and the increase in multidisciplinary demands.
- C. The increasing need for sophisticated diagnostic and therapeutic services and the ability to respond to total problems of patients when the need arises.

the Administrator was asked to contact Richard B. Traub, former board member, and request that he make the principal address at this function.

Mr. Carr and Dr. Munger then reviewed and discussed in detail a position report on the future of Carrie Tingley Hospital which had been included in the packet for the board's perusal. Assessments of the existing hospital program, as well as recognition of priorities relating to needed expansion and sophistication of services to be provided, were noted. It was the recommendation of the Administrator and the Medical Director that the future role of Carrie Tingley Hospital be discussed with the Medical Advisory Committee and, if so indicated, a qualified consulting firm be obtained to make recommendations to the Board of Directors in this regard.

Following adjournment at 10:40 A. M. a joint Medical Advisory Committee-Board of Directors meeting was held.



Sophie Waldrip, Chairman

James I. Davidson, Secretary

- E. Donation of a calf by the First State Bank of Sierra County, purchased at the recent Sierra County Fair at a price of \$1,468. Motion was made by Robley Hedrick, seconded by Sue Wagner and passed, that the Directors of the First State Bank be invited to a steak dinner at the hospital at a time convenient to the bank board.
- F. Confirmation of reservations at the Four Seasons Motor Inn for board members attending the N. M. H. A. Convention October 17-18. The October board meeting is scheduled to be held following the N. M. H. A. sessions.

Financial statements for the month of August, 1974 were reviewed by the Administrator. The Board was apprised of the receipt of Land Income from the Department of Finance and Administration in the amount of \$57,375, \$40,000 of which has been placed in a short term C. D.

A proposed revision in the format of the Board's monthly financial reports, which would more accurately summarize data included in the monthly report submitted to the Department of Finance and Administration, was reviewed by Mr. Carr. Motion was made by Sue Wagner, seconded by Robley Hedrick and passed, that the revised forms be approved with revision of sub-activities to agree with those included in annual budget forms.

A summary of overtime costs for August, 1974, totaling \$1,001.74 was noted. Major portion of the overtime was accrued by employees in Surgery.

The Administrator reported that new payroll checks had been received; that the hospital payroll account would be transferred to the First State Bank October 15.

Mr. Frank Bruno, a guest at the board meeting as a representative of the Falls Land Development Co., discussed a proposed Annual Carrie Tingley Hospital Foundation PGA Golf Tournament to be held at the new Elephant Butte Golf Course in early November. Following discussion motion was made by Robley Hedrick, seconded by Sue Wagner and passed, that the project be approved subject to the advice and consent of the Governor. Mr. Carr was asked to contact Governor King immediately in view of the time element involved.

In reporting on the status of plans and cost estimates for the hospital air conditioning and electrical renovation, Mr. Carr indicated he would get in touch with Property Control, L. F. C. and D. F. A. within the next few days to determine what data should be submitted with the Capital Improvements Request.

In discussing plans for the Employee Award Dinner scheduled for November 14

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

September 20, 1974

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A. M., September 20, 1974 at the Airport Marina Hotel in Albuquerque. Board members present included Sophie Waldrip, Chairman; Sue Wagner, Vice-Chairman; James Davidson, Secretary; Virgil McCollum and Robley Hedrick. Also attending were John L. Carr, Administrator, and Mary E. Phillips, David H. Munger, M. D., Medical Director.

Minutes of the August 23, 1974 meeting were approved as written.

Report of the Administrator included discussion of the following:

- A. Appointment of Marc Caplan, Psychological Counsellor, to replace John Martin, Director of the Special Behavioral Program, who is on one year leave of absence. Following discussion concerning the obligation of the hospital to assure a person on L. O. A. a position of like status and pay upon his return, the Board asked that such leaves of absence be considered individually in the future.
- B. Donation of \$2,000 to the Carrie Tingley Hospital Foundation from the Paul McCutcheon Foundation of Roswell, New Mexico.
- C. Inventory and appraisal of assets of the Maggie Davis Estate of which Carrie Tingley Hospital is a named beneficiary. Mr. Carr stated that the Executor of the Estate had requested the permission of the board to liquidate all assets for distribution to beneficiaries. Following discussion motion was made by Robley Hedrick, seconded by Sue Wagner and passed, that Mr. Bolander, Executor, be allowed to liquidate all assets at not less than 80% of the appraised value, or at any amount under 80% with prior approval of the Board of Directors.
- D. Information from Bob Brown, Editor of the Albuquerque Journal, concerning the expressed intent of Mr. and Mrs. Anton Forgon of Albuquerque to name Carrie Tingley Hospital as a beneficiary in their will. Mr. Brown stated that he had been contacted by Mr. and Mrs. Forgon regarding this matter because of the newspaper publicity given the hospital each Christmas by the Journal. The Board requested Mr. Carr and Mr. McCollum to visit Mrs. Forgon following the board meeting to determine what her wishes were in this regard.

CARRIE TINGLEY HOSPITAL

FOR CRIPPLED CHILDREN

1142



OFFICE OF THE ADMINISTRATOR

TRUTH OR CONSEQUENCES, NEW MEXICO
87901

TELEPHONE 894-2121

ADMISSION POLICY

It shall be the policy of Carrie Tingley Crippled Children's Hospital to admit any patient regardless of their ability to pay if they meet the following criteria:

1. If they are a resident of the State of New Mexico.
2. If they are under 21 years of age at the time of admission.
3. If it is determined by a member of the active medical staff that they will benefit from services offered by Carrie Tingley Hospital.
4. If admitted by a member of the active medical staff.

When facilities are available non-residents of New Mexico may be admitted if they meet the following criteria:

1. If they are under 21 at the time of admission.
2. If it is determined by a member of the active medical staff that they will benefit from services offered by Carrie Tingley Hospital.
3. If admitted by a member of the active medical staff.
4. If it is understood that payment for services shall be made in full or under special circumstances if approved by the Board of Directors.

It shall further be the policy of Carrie Tingley that no family of a crippled child shall suffer extreme financial hardship as a result of care received at Carrie Tingley. Toward this end the Board shall establish and continually monitor a procedure which protects the assets of the State of New Mexico and at the same time provides needed care to crippled children at a cost consistent with the above policy.

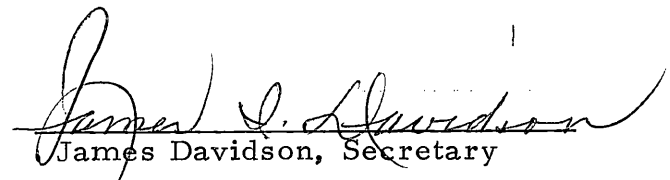
from the Department of Finance and Administration, were to be at Carrie Tingley on August 29 to review the budget prior to its being submitted to the D. F. A. and L. F. C. Motion was made by Sue Wagner, seconded by James Davidson and passed, that the budget as submitted to the Board be approved subject to minor revisions deemed necessary by the Administrator.

Betty Jones, member of the C. T. H. Employee Relations Committee, reported on activity of the Committee during the previous month.

The September board meeting was scheduled for September 20, 1974 at the Airport Marina Hotel in Albuquerque in conjunction with the Combined Medical Advisory Committee-Board of Directors meeting on that date.

The meeting adjourned at 11:20 A. M.


Sophie Waldrip, Chairman


James Davidson, Secretary

attend the N. M. H. A. sessions. The Administrator was requested to pre-register board members for the meetings.

Date of the Twelfth Annual Employee Award Dinner was set for November 14, 1974. Motion was made by Robley Hedrick, seconded by Sue Wagner and unanimously passed, that a plaque be ordered for presentation to Richard B. Traub at that time in recognition of his service to Carrie Tingley Hospital as a member of the Board of Directors from 1965 to 1974.

Financial reports for the month of July, 1974, reviewed by Mr. Carr, reflected an Operating Expense Budget over-expenditure of \$18,259 comprised, primarily, of annual, non-recurring expenditures made at the beginning of the fiscal year. It was noted that receipts from Payments for Care, Private, were only 71% of the budgeted projection, however, Mr. Carr pointed out that the budgeted figure had been increased for the 63rd fiscal year and rate increases were not being seen in revenue yet.

Board members reviewed a summary of overtime paid for the period July 1 through August 15, 1974 totaling \$1,011.39. The Administrator was requested to include a monthly report on overtime costs in each board packet.

Draft of a revised Admission Policy was reviewed. Following discussion motion was made by James Davidson, seconded by Sue Wagner and duly passed, that the Admission Policy be approved pending the advice and consent of Governor King and approval by the Attorney General. Copy of the revised policy is attached hereto and made a part of these minutes.

Mr. Carr discussed renovation of the hospital's air conditioning and electrical system, noting that it had been recommended by both Representative Murray Ryan and budget analysts in Santa Fe that, rather than request a special appropriation to fund the project, it be included in the Capital Improvement portion of the 64th Fiscal Year Budget.

The Administrator distributed a proposed Operating Fund Budget for the 64th fiscal year and discussed each line item in detail. Personnel costs resulting from range revisions to be implemented July 1, 1975, annual increments and anticipated inflated supply costs comprised the major portion of the increase in expense, resulting in a 14.2% increase in proposed operating expenditures.

Included in the Expansion Budget were the following new positions: Personnel Technician (Administration); Typist 2 (Medical Records); Clerk 1 (Special Behavioral Program); and one month of temporary vacation relief for the Laboratory at a total cost of \$16,860. Mr. Carr stated that Paul Munogue of the Legislative Finance Committee and John Gasparich, budget analyst

In presentation of the Administrator's Report Mr. Carr discussed the following:

- A. Weekly In-Service Training Programs scheduled for hospital employees beginning September 3, 1974 at which department heads will explain the functions of their department and its relation to the total hospital program. It was noted that a member of the Board was scheduled to explain functions of the Board of Directors at the October 17 meeting.
- B. Filing of Proof of Completion of Water Well and acceptance of same by the Office of the State Engineer. Mr. Carr stated that the new centrifugal pump purchased for the well had been returned to the vendor because of problems experienced since its installation; that an appropriate replacement was being purchased from another source.
- C. Initiation of the Trainable Mentally Handicapped Program by the local schools. Mr. Carr reported that, since only three children had signed up for the program, it had been determined it would be more feasible to integrate the program with the existing hospital school and employ an additional Teacher Aide to assist with the curriculum.
- D. Request for 12-Month Leave Without Pay by John Martin, Director of the Special Behavioral Program, to work on his Doctor's degree at Auburn University. Mr. Carr stated that active recruitment for Mr. Martin's replacement was being pursued.
- E. Announcement of the Carrie Tingley Hospital Second Annual Behavioral Habilitation Conference to be held September 20-21 with Daniel Halpern, M. D. of the University of Minnesota as the distinguished guest lecturer. Conference will be sponsored by the Cerebral Palsy Commission - New Mexico Elks Association.
- F. Deterioration of flashing on the hospital roof which has been reported to the warranty underwriter. Representatives of the bonding company have inspected the damage and claim has been filed with the insurance company.
- G. Information concerning special sessions of the N. M. H. A. Convention in Albuquerque October 17-18 of particular interest to hospital board members. Following discussion it was decided that the October board meeting would be held at the Four Seasons Motor Inn in Albuquerque on October 18 so that members could

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

August 23, 1974

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A. M., August 23, 1974 in the Administrator's office. Board members present included Sophie Waldrip, Chairman; Sue Wagner, Vice-Chairman; James Davidson, Secretary, and Robley Hedrick. Also attending were David H. Munger, M. D., Medical Director; John L. Carr, Administrator; Mary E. Phillips, Administrative Assistant, and Betty Jones, member of the C. T. H. Employee Relations Committee.

Minutes of the July 26, 1974 meeting were approved as written.

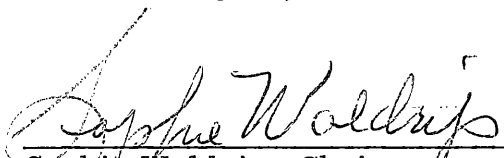
Report of the Medical Director included the following:

- A. Review of medical statistics for the month of July, 1974 and comparative annual statistics for the past three fiscal years. Dr. Munger commented on record statistics in the following areas: number of admissions, number of patients seen at Carrie Tingley Hospital outpatient clinics, increased productivity of the Brace Shop, primarily in the manufacture of braces and prostheses, and the 25-day average length of stay during the 62nd fiscal year, shortest length of stay in the history of the hospital.
- B. Appointment of the following physicians to the hospital consultant staff with full clinical privileges in orthopedic surgery, by motion made by Sue Wagner, seconded by Robley Hedrick and duly passed:
 - William C. Kilpatrick, Jr., M. D.
 - Rodrigo Hidalgo, M. D.
 - Robert McRoberts, M. D.
- C. Report concerning proposed athletic injury survey to be conducted by Dr. Gross, in which Dr. Munger indicated that the required cooperation of athletic coaches at the ten New Mexico schools to be included in the study had not been obtained, hence no further action had been taken.


- A. Revision of By-Laws.
- B. Completion of concrete slab in front of Brace Shop
to correct drainage problem following rains.
- C. Scheduling of evening meeting for all hospital employees
under the sponsorship of the Employee Relations Committee.

The next board meeting was scheduled for August 23, 1974 at Carrie Tingley Hospital.

The meeting adjourned at 10:50 A.M.



Sophie Waldrip, Chairman



James I. Davidson, Secretary

The Board was informed of implementation of the following room rates effective August 1, 1974, as approved by prior Board action:

Acute Care	\$ 42.00
Convalescent Care	\$ 38.00
Boarding Patients (overnight)	\$ 20.00

Mr. Carr indicated that other hospital charges would be revised following completion of the 62nd F.Y. Reimbursable Cost Statement, hopefully within the next 45 days.

Proposed revisions to the hospital's admission policy were discussed by Mr. Carr who noted that research of State statutes did not indicate proposed changes to be in conflict with State law. He stated that a specific policy would be prepared for Board approval at the August meeting, subject to review by the Governor and the Attorney General.

The Board was informed of quotations received on material and labor costs for Recreation Room drapes from the American Furniture Co., Sears-Roebuck and the House of Carpets. No action was taken.

The advisability of recruiting State funds to completely renovate the hospital's air conditioning and electrical system was discussed at length. It was noted that specifications and cost estimates would be required. Also considered was the inclusion of needed paving on hospital grounds in the request for State monies for these capital improvements. The Administrator was requested to pursue the matter with the appropriate state officials and explore possible channels for funding prior to the August meeting.

Redistribution of monies deposited by Carrie Tingley Hospital was considered, in conformance with State statutes requiring that "public monies..deposited with banks which have qualified as depositories shall be equitably distributed between all of the banks in the County so qualifying, upon the basis of the relative capital stock and surplus of such banks." Following discussion motion was made by Robley Hedrick, seconded by Sue Wagner and duly passed, that the payroll account of Carrie Tingley Hospital be transferred to the First State Bank of Truth or Consequences. Mr. Carr stated that monthly reports would be maintained to determine the hospital's average balance.

Eloy Padilla, member of the C. T. H. Employee Relations Committee, reported on the following Committee actions:

- E. Discussion of developments regarding the proposed Trainable Mentally Handicapped Program to be implemented by the T. or C. local school district, wherein Mr. Carr reported that he had been advised by the Office of the Attorney Genral that the proposal does not appear to violate any statutory or constitutional provision of the State of New Mexico. He indicated school officials had been so informed and were proceeding with plans to initiate the program.
- F. Comments concerning the possible conversion of the lobby previously used as a high school classroom into a visitor's center at an estimated cost of approximately \$6,000. The Administrator indicated that he had been approached by the Kappa Kappa Gamma Sorority in Albuquerque regarding a special project for their club and he had suggested the furnishing of this area as a club project.
- G. Review of deficiencies noted in a Report of the State Fire Marshall's Office following an inspection of the hospital on May 30, 1974. It was noted that the four deficiencies listed had been corrected.

Financial reports for the month of June and the fiscal year ending June 30, 1974, discussed by Bea Cleveland, Business Manager, reflected the following:

Cash Balance, Hot Springs National Bank	\$ 16,244.88
Encumbrances	15,872.69
Unencumbered Cash	372.19
Operating Fund Investments	10,000.00
Investment Fund Investments	24,279.00
Investment Fund Cash	3,483.24
Total Operating Fund Expenses (\$2,387 under budget)	1,312,496.41
Non-budgeted Expense	6,745.02
Total Expense	\$ 1,319,241.43

Year-end cash position, reported by Mr. Carr, indicated the following balances:

Operating Fund (includes \$5,150 DDSA Grant)	10,487.19
Investment Fund	27,763.08
Patient Entertainment	2,214.09
School Fund	5,821.42

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

July 26, 1974

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A.M., July 25, 1974 in the Administrator's office. Board members present included Sophie Waldrip, Chairman; Sue Wagner, Vice-Chairman; James Davidson, Secretary; Virgil McCollum and Robley Hedrick. Also attending were David H. Munger, M.D., Medical Director; John L. Carr, Administrator; Bea Cleveland, Business Manager; Mary E. Phillips, Administrative Assistant, and Eloy Padilla, member of the C. T.H. Employee Relations Committee.

Minutes of the June 21, 1974 meeting were approved as written.

Report of the Medical Director included the following:

- A. Review of medical statistics for the month of June, 1974. Dr. Munger stated that comparative annual statistics for past fiscal years would be distributed and discussed at the August board meeting.
- B. Appointment of Edwin A. Crowell, M.D. to the hospital consulting staff with full clinical privileges in orthopaedic surgery, by motion made by Virgil McCollum, seconded by Robley Hedrick and duly passed.

The Administrator's Report included discussion of the following items:

- A. Receipt of air conditioner for the telephone equipment room, purchased under emergency provisions of the State Purchasing Act. Installation of unit is to be completed by McGregor Plumbing Co. in the immediate future.
- B. Placement of signs at three hospital entrances.
- C. Installation of new ice machine in the hospital kitchen.
- D. Status of electrical problems, which remain unchanged, since the City of T. or C. has not yet taken amp meter readings for analysis by their Consulting Electrical Engineer.

CARRIE TINGLEY HOSPITAL
Bad Debts Write-offs
June 30, 1974

1133

PATIENT	PARENT	SERVICE DATE	EFFORT	AMOUNT
Sanchez, Roxanne	Joe Sanchez	11-17-73	5 billings	8.00
Sandoval, Natalie	Manuel Sandoval	2-10-73	11 billings	35.90
Schoonmaker, Ruth	John Schoonmaker	4-20-73	9 billings	8.00
Seitz, Robert	James Seitz	11-8-73	5 billings	38.50
Sena, Mary Lou	Johnny Sena	4-12-73	6 billings	8.00
Shaw, Brett	Richard Fair	8-9-73	6 billings	74.85
Shetter, Jenifer	Linder Shetter	9-13-73	6 billings	36.00
Strupe, Kenna	Alaine Decker	11-6-73	parent request	1,999.00
Terrazas, Connie	Lena Chavez	11-2-73	10 billings	20.00
Trujillo, Alex	Jose Trujillo	6-14-73	6 billings	16.00
Toledo, Lorne	Michael Toledo	3-17-73	6 billings	16.00
Watchman, Tanaria	Helen, Watchman	2-28-74	4 billings	20.00
Walker, Billy	Bill Walker	10-31-73	4 billings	780.55
Welborn, Raymond	Jerry Welborn	12-10-72	17 billings	130.10
Welch, Bobby	Gordon Welch	7-27-73	5 billings	32.00
Welch, Sheryl	Gordon Welch	4-11-73	5 billings	41.00
Zamora, Jonathan	Gloria Viramontes	2-10-73	9 billings	10.00

Total

6,623.11

7

Bad Debts Write-offs

June 30, 1974

PATIENT	PARENT	SERVICE DATE	EFFORT	AMOUNT
Guirre, Joe	Unknown	2-16-74	3 billings	8.00
Ilisup, Elizabeth	Lee Robert Allsup	11-25-73	6 Billings	8.00
Apadoca, Grace	Unknown	3-14-74	2 billings	8.00
Armijo, Horancio, Jr.	Horacio Armijo	4-30-73	6 billings	9.00
Armijo, Paul R.	Lorenzo Armijo	9-28-72	3 billings	25.75
Avalos, Jessee	Jessee Avalos	11-19-73	6 billings	41.90
Bednorz, Frances	A. F. Bednorz	11-29-73	6 billings	68.00
Bejarano, Lupita	Manuel Bejarano	4-12-73	9 billings	28.00
Bergregan, Cathy	Peter Bergreen	5-16-73	6 billings	411.50
Bice, Joe Edward	Joe E. Bice	3-2-73	7 billings	8.00
Boone, Jessie	Ronald Boone	12-28-73	5 billings	74.75
Boone, Jessie	Ronald Boone	1-2-74	4 billings	16.00
Burdick, Mary	Francis Burdick	9-20-73	6 billings	24.00
Cassel, Lisa M.	Dennis Cassel	11-3-73	4 billings	142.90
Cassidy, Shannon	Jim Cassidy	8-31-74	5 billings	11.20
Chavez, Henry	Lawrence Chavez	11-1-73	5 billings	20.00
Clarke, Michelle	William Clarke	5-31-73	5 billings	24.00
Cogburn, Sheila	Elsie Weems	2-8-73	7 billings	35.10
Coleman, Amy	Jackie Coleman	12-21-72	5 billings	147.32
Craig, Christopher	Frank Craig	1-30-74	3 billings	8.00
Dahl, Berte	Edwin Dahl	4-6-74	4 billings	65.00
DeHerrera, Anthony	Unknown	12-1-73	4 billings	35.65
Demor, Debbie	William Hunt	3-1-73	8 billings	94.00
Duarte, Latonia	unknown	8-20-73	6 billings	37.39
Eylicio, Joseph	Joe Eylicio	1-19-74	4 billings	40.00
Elk, Danita	John Folk	4-25-72	4 billings	127.52
Fritzemeyer, Tena	James Fritzemeyer	4-12-73	4 billings	148.00
Galaviz, David	Alfred Galaviz	11-30-73	4 billings	8.00
Garcia, Sandra	Unknown	4-7-73	6 billings	16.00
Gonzales, Evangeline	Antonio Gonzales	5-10-73	4 billings	12.00
Graves, Larry	Oliver Graves	1-10-74	3 billings	8.00
Hall, Shana	John Hall	4-5-73	5 billings	8.00
Hart, Julia	Wilbur Hart	2-10-73	7 billings	32.00
Hernandez, Leticia	Frank Hernandez	4-26-73	8 billings	74.80
Holman, Billy	James Holman	11-15-73	6 billings	73.70
Joice, Debra	Hubert Leon Joice	2-12-73	4 billings	44.00
Joice, Nancy	Hubert Joice	3-29-73	5 billings	216.00
Joslyn, Melissa	Larry Joslyn	11-9-73	4 billings	35.75
Kant, Valerie	Richard Kant	10-4-71	2 billings	8.00
Kinderman, Lucy	Howard Kinderman	5-24-73	4 billings	11.75
Kruhm, Karen	Deborah Kruhm	8-20-73	5 billings	24.00
Meker, Michael	Unknown	9-15-73	7 billings	17.85
Murray, Margrat	Dorothy Dickens	10-4-73	7 billings	23.25
Mulloy, Barbara	Nathan Mulloy	12-5-72	3 billings	331.48
Mulloy, Nathan	Same	9-3-72	3 billings	56.70
McDaniel, Donald	Cowgler McDaniel	5-10-73	6 billings	26.00
Nieto, Lucy	Socorro Nieto	3-29-72	4 billings	8.00
Ruiz, Florida	Unknown	12-15-73	4 billings	4.25
Saavedra, Stacy	Fred Saavedra	6-30-73	6 billings	8.00
Saavedra, Susana	Cesar Saavedra	4-11-73	4 billings	578.70
Salas, Johnny	Efren Salas	9-27-73	9 billings	40.00
Sanchez, Eddie	Eddie Sanchez	4-7-73	7 billings	16.00

CARRIE TINGLEY HOSPITAL

September 19, 1975

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A.M., September 19, 1975 at the Airport Marina Hotel in Albuquerque. Board members present included James Davidson, Virgil McCollum, Don Pettijohn and Betty Hamilton. Also attending were John L. Carr, Administrator, and Mary E. Phillips.

Minutes of the August 19, 1975 meeting were approved as written by motion made by Virgil McCollum and seconded by Betty Hamilton.

The Administrator's Report included information concerning the following:

A. Result of union election September 15, 1975

Approximate No. of eligible voters	104
Void ballots	1
Votes cast for SW Council of Industrial Workers	25
Votes cast against SWCIW	72
Valid votes counted	97
Challenged ballots	1

Mr. Carr stated that if no complaints were lodged concerning the conduct of the election results would be certified on September 22, 1975.

B. Discussion concerning additional fringe benefits currently being granted to employees of state institutions affiliated with a union, which include:

1. Pay at a rate of one and one-half times the normal rate of pay for holidays worked.
2. Meals provided to employees @ 35¢ per meal.
3. Uniforms furnished by agency to all appropriate personnel.
4. Payment of 60% of group health insurance premium by agency.

felt adequate contact could be made between employees and Union representatives other than on hospital premises.

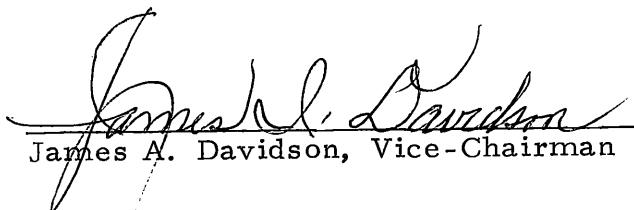
The resignation of Louis Breck, M.D., as a member of the Medical Advisory Committee, was accepted with regret. By motion made by Don Pettijohn, seconded by Betty Hamilton and duly passed, Oren Ellis, M.D., of El Paso was appointed to fill the vacancy created by Dr. Breck's resignation.

It was the consensus of the board that the third Friday of each month should be firmly established as the meeting date of the Board of Directors with the exception of the meeting held in Santa Fe during legislative sessions.

Mary Lou Sanchez reported on activities of the Employee Relations Committee.

The September board meeting was scheduled for September 19, 1975 at the Airport Marina in Albuquerque. A joint meeting of the Board of Directors and the Medical Advisory Committee will be held in the afternoon following a luncheon with the M. A. C.

The meeting adjourned at 11:20 A. M.


James A. Davidson, Vice-Chairman

Board Member

and passed, that appropriate plaques be purchased and presented to Mr. Hedrick and Mrs. Waldrip at the Employee Award Dinner.

Final board approval was given the revised non-solicitation policy approved by a telephone poll of board members on July 31, 1975 pending formal approval August 19, 1975. The revised policy, in conformance with State Personnel regulations, allows employees to engage in solicitation for or against an employee organization during non-working time in non-working areas on agency premises, with such revision applying only to union activities and not to the sale of other goods or services.

In discussing status of union activities Mr. Carr reported the following developments:

- A. Approval of the appropriate bargaining unit by Carrie Tingley Hospital and the N. M. District Council of Carpenters and Joiners of America on August 15, 1975 and determination that at least 30% of the employees in the unit had indicated their desire to be represented by the Union for the purpose of collective bargaining.
- B. Scheduled approval of the unit by the State Personnel Board at their meeting on August 19.
- C. Posting of notices, following State Personnel approval of the unit; (1) to employee organizations wishing to intervene, and (2) notice of election, both postings for a 10-day period.
- D. Date of election scheduled for September 15th, 16th or 17th, as agreed to by the Administrator and the Union representative.

Mr. Carr stated that rules for the election had been approved with the exception of approval of the Union's request to solicit on hospital grounds. Discussion concerning this request ensued. Following comments by Mr. Pete Schnaufer, representative of the Union, and considerable discussion, motion was made by Betty Hamilton that the provision of the Carrie Tingley non-solicitation policy as it relates to union solicitation be removed for four days immediately prior to 24 hours before the election. Motion died for lack of a second. Motion was made by Don Pettijohn that provisions of the non-solicitation policy as it relates to union solicitation be removed for the period September 8 through September 11. Motion died for lack of a second. Motion was then made by Don Pettijohn, seconded by Betty Hamilton, that the Union be allowed to solicit on hospital premises in non-working areas on non-working time, for a period of four consecutive days immediately prior to 48 hours before the election date. Motion carried by a vote of two to one. Those voting in the affirmative were Betty Hamilton and Don Pettijohn; negative vote was cast by James Davidson who stated that he

- B. Information concerning the correction of inaccurate C. T. H. statistics included in the U. N. M. Dept. of Orthopaedics Five-Year Review. Dr. Omer, Chairman of the Department, has informed Dr. Munger that corrected statistics will be sent to all physicians receiving the UNM report.
- C. Acknowledgement of correspondence from Laurance N. Nickey, M. D., Pediatric Consultant, wherein the board was requested to consider increasing the pediatric consultant fee of \$150 per visit due to increased overhead involved. Upon the recommendation of Dr. Munger, motion was made by Betty Hamilton, seconded by Don Pettijohn and passed, that the pediatric consultant from El Paso be paid \$300 per visit.
- D. Discussion concerning Rae J. Johnston, M. D., a prospective candidate for the Associate Medical Director's position. Dr. Munger stated that Dr. Johnston had visited Carrie Tingley and expressed an interest in the position, however, he would prefer to be employed in a temporary status for a 30-day period prior to making a commitment regarding a permanent appointment. Motion was made by Don Pettijohn, seconded by Betty Hamilton and duly passed, that Dr. Johnston be employed on a temporary basis for a 30-day period at a salary of \$2,777.83 (as budgeted for the 64th F. Y.) plus free room and board, pending receipt of application and favorable references.

The board was requested to consider participation in the expense of a correspondence course given by the American Association of Medical Record Librarians which would qualify Jo Ann Janos, Typist II in the Medical Records Department, for the position of Accredited Record Technician. Mr. Carr explained that, since Kathryn Roberts is now filling the dual role of Secretary to the Medical Director and Supervisor of the Medical Records Department, an ART is needed to assume part of the duties previously assigned to Miss Roberts. Upon the recommendation of Dr. Munger and Mr. Carr, motion was made by Betty Hamilton, seconded by Don Pettijohn and passed, that Carrie Tingley Hospital pay \$237.50 (one-half the cost of the ART course) with the provision that should Mrs. Janos terminate her employment at the hospital prior to one year following completion of the course the \$237.50 would be refunded.

Correspondence was acknowledged from Sophie Waldrip, former board member, expressing her gratitude at having had the privilege of serving on the Board of Directors and her continued interest in the institution and the children the hospital serves. Also enclosed was a copy of a letter from Governor Apodaca notifying Mrs. Waldrip of her termination as a board member. Motion was made by Don Pettijohn, seconded by Betty Hamilton

- D. Announcement concerning the Third Annual Conference on Behavioral Habilitation in Cerebral Palsy to be held at Carrie Tingley Hospital September 19-20, 1975, sponsored by the N. M. Elks Cerebral Palsy Commission.
- E. Discussion concerning plans for the Annual Employee Award Dinner to be held in November. Mr. Carr stated that it was felt by the Employee Night Committee who is in charge of arrangements for this annual occasion that the event should be centered more toward recognition of hospital employees and their years of service to the institution. The board concurred and indicated a desire to work with the Employee Night Committee in planning the program, seating arrangement, etc..
- F. Receipt of a proposed residency contract from the U.N. M. Medical School covering the services of three orthopaedic resident physicians for the 64th fiscal year. Terms of the contract would provide payment directly to the Medical School, who would then pay the salaries of the resident physicians. Mr. Carr stated that prior to approval of the contract additional information would be obtained and a final draft presented to the board for review and endorsement.

Financial statements for the month of July, 1975, reviewed by Bea Cleveland, reflected the following:

Operating Fund Cash Balance	\$	38,164.70
Operating Fund Investments	\$	20,000.00
Investment Fund Balance	\$	76,499.08
 Overtime for the month of July	\$	 269.16

Mr. Carr briefly discussed the Operating Budget for the 65th fiscal year indicating that a detailed summary of the budget would be mailed to the board prior to the September board meeting.

Report of the Medical Director included the following:

- A. Review of medical statistics for the month of July, 1975. Dr. Munger noted that the reduced number of surgical procedures reflected the orientation of five new residents during the month. The number of clinic visits, as well as the number of new clinic patients seen, indicated a continued increase in these statistics.

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

August 19, 1975

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A.M., August 19, 1975 in the Administrator's Office. Board members present included James Davidson, Don Pettijohn and Betty Hamilton. Also attending were David H. Munger, M.D., Medical Director, John L. Carr, Administrator; Bea Cleveland, Business Manager, Mary E. Phillips, Adm. Assistant, and Mary Lou Sanchez, Chairman of the Employee Relations Committee. Mr. Pete Schnaufer, a representative of the Southwestern Council of Industrial Workers, was a guest at the meeting.

Mr. Davidson, Vice-Chairman, welcomed Mr. Pettijohn and Mrs. Hamilton, newly appointed members of the board replacing Mr. Hedrick and Mrs. Waldrip.

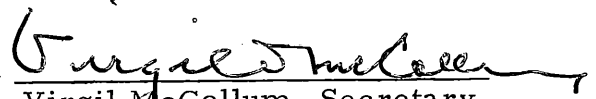
Minutes of the July 18, 1975 meeting were approved as written.

In presentation of the Administrator's Report Mr. Carr commented on the following:

- A. The excellent attendance and participation at a Supervisory Development Program conducted at the hospital August 2-3 by Phil Sampson, Personnel Director of St. Mary's Hospital, Roswell, N.M. He stated that supervisors attending indicated that the course had been very beneficial and, at a subsequent department head meeting, means were discussed to establish improved communication and rapport between management, department heads, and other hospital employees.
- B. In discussing status of the Maggie Davis Estate Mr. Carr reported that approval had been received from the State Board of Finance to sell the property to the highest bidder, but for no less than the court appraised value; that, although it was anticipated this would make sale of the property difficult, the attorney was proceeding to advertise the property for sale indicating the minimum price acceptable.
- C. Report on a scheduled hearing by the Supreme Court regarding the constitutionality of the residency requirement now imposed on applicants for state employment.

There being no further business the meeting adjourned at 11:35 A. M.

Sue Wagner, Chairman


Virgil McCollum, Secretary

Following reaffirmation of that policy Mr. Carr requested an exception as follows. He explained that Mrs. Karen Baize, previously considered for the position as Doctor Munger's secretary, has now applied for a position as a Typist II in the Medical Records Department. Since the Director of the Department, Kathy Roberts, will be doing the hiring and since Mr. Carr did not know whether she intended to hire Mrs. Baize or not, Mr. Carr expressed the feeling that the Board should express their opinion in case Mrs. Baize was the choice. On motion by James Davidson, seconded by Sophie Waldrip, the Board authorized the hiring of Karen Baize in that position if it was the desire of the Department Head.

Mr. Carr then reported to the Board that the Maggie Davis estate had been settled and pointed out that all property in the estate is now in joint ownership of Carrie Tingley Crippled Children's Hospital and the Sadie McClintock Memorial Fund of the El Paso Shrine. Mr. Carr also reported that the State Board of Finance authorized the Board to advertise said property, but specified that it could be sold only at an amount equal to or greater than the appraised value. Mr. Carr was directed to proceed with such advertisement and sale if possible.

Mr. Carr then reported that on July 3, 1975, an employee of Carrie Tingley Hospital had contacted the New Mexico District Council of Carpenters and Joiners of America AFL-CIO and that subsequently several meetings had been held by the union with hospital employees. Mr. Carr pointed out that under the Regulations for the Conduct of Employee Management Relations, established by the State Personnel Board May 9, 1972, the first step was for the Board to "Determine if establishment of such a relationship is desirable." Mr. Carr also pointed out that he had a specific request from Mr. Gilbert Vigil of that organization requesting permission to solicit employees on hospital ground on off-duty time. It was moved by James Davidson, seconded by Sophie Waldrip and carried unanimously, that if 30% or more of the Carrie Tingley Hospital employees indicate a desire to have an election, such election be allowed and directed the Administrator to proceed with the appropriate steps in as timely a manner as possible. On motion by Sophie Waldrip, seconded by Virgil McCollum and passed unanimously, the Board reaffirmed its no solicitation policy and directed that any union solicitation take place outside hospital premises. Mr. Carr was directed to send a memo to all employees outlining the Board action and the reason therefor.

The Board then established August 19, 1975, as the date for the August Board meeting and September 19, 1975, as the date for the Combined Board of Directors-Medical Advisory Committee meeting which will be held in Albuquerque.

A. The Carrie Tingley Hospital Foundation Charity Golf Tournament has been scheduled in conjunction with the Southwest Professional Golfers' Association Tournament at the Elephant Butte Inn Golf Course with the Southwest PGA scheduled on September 18 and 19 and the CTH Foundation Charity Tournament to be held on September 20 and 21.

B. Mr. Carr reported to the Board on meetings he and Doctor Munger had with the State Planning Office and the Legislative Finance Committee and that both State Planning and LFC had offered staff support in our long range planning effort.

Financial statements for the month of June, representing the final year-end reports for the fiscal year ending June 30, 1975, were reviewed by Mrs. Cleveland and reflected the following:

Operating Fund Cash Balance	\$ 30, 156.80
Investment Fund Balance	76, 374.09
In-and-Out Funds Balance	3, 194.81
 Overtime for month of June	 \$ 434.62

Mr. Carr also reported that the cost for basic liability insurance, including malpractice, had cost \$14,339 in the 63rd fiscal year and had gone up to approximately \$35,000 in the 64th fiscal year. He also reported that the umbrella policy providing \$1,000,000 of coverage above the basic policies had gone from \$12,477 in the 63rd fiscal year to approximately \$24,000 in the 64th fiscal year. The combined cost of these insurance coverages for the 64th fiscal year is therefore \$59,000 as compared with \$26,876 the previous year. Mr. Carr pointed out that is \$33,000 over the amount budgeted in the 64th fiscal year and could create major financial problems for the institution.

In view of Mr. Hedrick's replacement on the Board it was moved by Mr. Davidson, seconded by Mrs. Waldrip and passed, that Mrs. Bea Cleveland be authorized to sign checks in Mr. Hedrick's place.

The Board then reviewed its policy of May 19, 1968, concerning the employment of more than one member in the family at Carrie Tingley Hospital and on motion by Sophie Waldrip and seconded by James Davidson, reaffirmed the policy of that date which states as follows: "It is the intent and desire of the Board that not more than one person in a family be employed by the hospital at the same time; that when necessary to violate this procedure the person should be hired on a temporary basis with the understanding that it is temporary employment; any exception from this rule to have the prior approval of the Board."

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

July 18, 1975

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A.M., July 18, 1975, in the Administrator's Office. Board members present included: Sue Wagner, Sophie Waldrip, Virgil McCollum and James Davidson. Also in attendance were David H. Munger, M.D., Ray Johnston, M.D., John L. Carr, Administrator, Kay Browning, Nurse Anesthetist, Mary Lou Sanchez, Employee Relations Committee representative, and Mr. Gilbert Vigil, representative of the New Mexico District Council of Carpenters.

Minutes of the June 20, 1975 meeting were approved with minor revisions.

It was reported that a news release on this date indicated that Mr. Robley Hedrick had been replaced on the board by Mr. Don Pettijohn of Deming.

Report of the Medical Director included the following:

- A. Review of medical statistics for the year ending June 30, 1975. He also presented figures for several previous years showing comparative figures and the continuing increase in admissions, outpatient visits, etc..
- B. Brief review of the Annual Report of the Department of Orthopaedics of the University of New Mexico, pointing out that again this year Doctor Omer had included in his annual statistics the entire statistics from Carrie Tingley Hospital. Doctor Munger also pointed out that those statistics for Carrie Tingley included in the report were incorrect. Following considerable discussion it was moved by James Davidson, seconded by Sophie Waldrip, that Doctor Munger be instructed to request of Doctor Omer permission to send out a clarification letter to all receiving the report. Motion carried unanimously.
- C. Reviewed a letter from Dr. Oren Ellis of El Paso concerning the establishment of a Children's Program in El Paso and requesting that Doctor Munger be consulted and included in the planning for the program.

Report of the Administrator included information regarding the following:

Bad Debts

Carrie Tingley Hospital

6-30-75

Schleft, Joseph	William Schleft	Oct. 1971	9 Billings	11.00
Shaw, Brett D.	Richard Fair	June 1973	11 Billings	69.85
Sigman, Sandra J.	Raymond C. Sigman	Nov. 1973	7 Billings	8.00
Silva, Sarah	Elias Silva	July 72-June 1974	7 Billings	29.27
Simon, Christine M.	Robert Simon	July 1973	6 Billings	28.00
Sparks, F. Donald	James H. Johnson	May 1974	6 Billings	45.50
Srader, Melissa	Franceal Srader	May 1974	6 Billings	8.00
Townsend, Christopher M.	Kathy Rownsend	Mar. 1974	7 Billings	8.00
Trejo, Angel M.	Alejandro Trejo	Feb. 1974	7 Billings	6.00
Trejo, Isidro M.	Alejandro Trejo	Feb. 1974	7 Billings	8.00
Tyler, Toby W.	George Tyler	Mar. 1973	7 Billings	8.00
Urban, Daniel M.	Marcos Urban	Aug. 1973	6 Billings	9.75
Walker, Bill	Bill Walker	Oct. 1973	11 Billings	109.60
Brown, Darrell	James H. Brown	Nov. '71-July '72	7 Billings	8.00
Calkins, Morris Dale	Morris Calkins	Jan. '71-Oct. '73	9 Billings	164.49
Garcia, Junior	Ezequiel Garcia	Apr. 1974	7 Billings	42.75
Goodyear, Gerald	Larry Goodyear	June 1974	6 Billings	41.20
Hedgecock, Carla Dee	Charles Hedgecock	Nov. 1973	3 Billings	42.15
Hinricks, Donna Jo	John W. Hinricks	1972-73	9 Billings	87.70
Morales, Norma E.	Lazaro Morales	Aug. 1974	6 Billings	90.25
Montoya, Ronnie Lee	Vivian Montoya	1971-73	11 Billings	161.66
Jacquez, Ronald L.	Tony O. Jacquez	June 1973	7 Billings	475.75
LeFebre, Sonya J.	Vernon LeFebre	Feb. 1973	9 Billings	94.65
Romero, John J.	Melvin Romero	Sep-Jan 1972	9 Billings	255.60
Romero, Jose Danny=	Jose Danny Romero, Sr.	Dec. 1973	8 Billings	370.35
Sigman, Sandra Jean	Raymond C. Sigman	May 1973	11 Billings	13.50

TOTAL

3,295.07

CARRIE TINGLEY HOSPITAL

Bad Debts Write-Offs

June 30, 1975

PIENT	PARENT	Service Date	EFFORT	AMOUNT
Arnold, Jerry L.	Clarence J. Arnold	Oct. 1973	7 Billings	8.00
Baca, Jeanette Ann	Mag Baca	May-June, 1974	7 Billings	20.00
Batterman, Sam	Robert F. Batterman	June 1971 - Feb. 1974	12 Billings	88.75
Beck, Lonnie Dale	Roy Lee Beck	Mar-Sep. 1973	7 Billings	48.00
Bencomo, Irene R.	Joseph Bencomo	May, 1974	6 Billings	8.00
Bender, Brian	James Bender	Mar. 1974	6 Billings	8.00
Betts, Rodney Layne	Ollie Betts	Aug. 1973	6 Billings	12.00
Blea, Cynthia Theresa	Manuel Blea	Dec. 1973	6 Billings	33.25
Brought, Shannon Donny	Earl Robers, FosterParent	May 1974	6 Billings	12.00
Brito, Wayne	Arenio Brito, Sr.	July 1973	6 Billings	12.00
Brumley, Alan Wesley	Henry A. Brumley	Mar, 1974	7 Billings	4.00
Carrasco, Alfredo	Ray Sande	June 1973	6 Billings	4.00
Chavez, Frank	Alfonso Chavez	May 1974	6 Billings	18.00
Chavez, Vivian Yolanda	Vivian & Anne Chavez	Aug. 1973	7 Billings	13.50
Clayschee, Jefferson	Frank Clayschee	May 1974	7 Billings	30.00
Dennison, Geneva Ann	Larry Dennison	May 1974	8 Billings	45.00
Easley, James	Virginia Easley	Jan. 1974	6 Billings	16.00
Edens, Bill Joseph	Ida Edens	May 1974	6 Billings	28.00
Fuentes, Jerry	Unknown	Oct. 1973	6 Billings	.80
Geroge, R. L. Jr.	R. L. Geroge, Sr.	Apr. 1974	6 Billings	58.00
Gomez, Darrell	John L. Gomez	May 1974	3 Billings	44.00
Gomez, Mandy	Yolanda Gomez	July 1973	6 Billings	8.00
Goodyear, Gerald	Larry Goodyear	Apr. 1974	6 Billings	65.00
Grider, Paysy Marie	Billie Joe Grider	June 1974	3 Billings	36.00
Grider, Randy Joe	Billie Joe Grider	June 1974	3 Billings	36.00
Griffay, Johnnie Ray	William R. Griffay	May 1974	6 Billings	12.00
Griffin, William Dwayne	William Griffin	Aug. 1974	6 Billings	20.00
Gurule, Carl William	Elerico Gurule	May 1973	7 Billings	78.00
Hall, Kenneth Lynn	Alice Hall	Mar. 1974	6 Billings	6.00
Hollenstein, Deborah Ann	Richard Hollenstein	May 1974	Bankruptcy	12.00
Kelly, William M.	Betty Kelly	Dec. 1973	7 Billings	50.00
Kostelnic, Mercedes C.	Shannon Kostelnic	June 1973	6 Billings	12.00
Maldonado, Melanie	Stanley Maldonado	June 1973	8 Billings	8.00
Meier, Phillip D.	Lorraine Meier	Apr. 1974	6 Billings	12.00
Miller, Anita L.	William Miller	Feb. 1974	9 Billings	10.00
Miller, Joe C.	Roger D. Miller	Dec. 1973	6 Billings	8.00
Misquez, Ruby Michael	Edward Misquez	July 1973	2 Billings	9.60
Mitchell, Kathleen Lou	Alice Mitchell	Mar. 1973	Bankruptcy	33.00
Montoya, Denise	Edward Montoya	Aug. 1972	3 Billings	13.25
McCullough, SueLynn	Kenwon McCullough	July 1973	5 Billings	36.00
Nelson, Michael	Tommie Nelson	Mar. 1974	9 Billings	40.25
Padilla, Manuel Johnny	Max Padilla	Nov. 1972	8 Billings	14.00
Padilla, Melisa C.	Larry Padilla	Jan. 1972	7 Billings	8.00
Parker, Gladys C.	Larry Parker	Feb. 1974	7 Billings	8.00
Patton, Wayne	Unknown	May 1974	--	8.00
Rutland, Deana Lee	Dean Rutland	Sept. 1973	11 Billings	43.65

Grants of easement requested of Carrie Tingley Hospital by the City of Truth or Consequences for sanitary sewer lines were reviewed in detail. Following discussion motion was made by James Davidson, seconded by Robley Hedrick and passed, that the grants of easement be approved, subject to the approval of the State Board of Finance, and with the following addendum made a part of said easements:

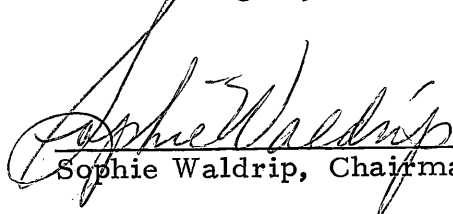
1. That the property be restored to its original or like condition after initial installation and upon completion of all work on said lines.
2. That Carrie Tingley Hospital shall be held harmless for any and all liability in connection with said easements and any installation thereon.
3. That the grant of easement be altered on Line 5 of Exhibit "A" to reflect a sum payment of \$120.00 and other good and valuable consideration.


Election of board officers for the period July 1, 1975 to July 1, 1976 was held. Motion was made by Robley Hedrick, seconded by Virgil McCollum and passed, that the following officers be elected by acclamation: Sue Wagner, Chairman; James Davidson, Vice-Chairman; Virgil McCollum, Secretary.

Mary Lou Sanchez reported on activities of the Employee's Relation Group.

Date of the next meeting was set for July 18, 1975.

The meeting adjourned at 11:10 A. M.


Sophie Waldrip, Chairman


James Davidson, Secretary

- E. Implementation of Bi-Weekly Payroll effective July 1, 1975.
- F. Phasing out moratorium on salary increases which was effected July 1, 1974, resulting in changes in anniversary dates for state employees; conversion to State Personnel revised salary schedule July 1, 1975.
- G. Problems with maintenance equipment (boiler, sprinkler heads.).

Financial statements for the month of May, 1975, reviewed by Mr. Carr, reflected the following:

Cash Balance May 31, 1975	\$1,654.38
Encumbrances	\$ 7,000.00
Operating Fund Investments	\$40,000.00
Investment Fund (Cash and Investments)	\$ 76,199.00
Operating Fund Expenses to May 31, 1975	\$ 21,250 under budget
Average Bank Balances as of May 31, 1975:	
Hot Springs National Bank	\$ 83,672 (68.9%)
First State Bank	\$ 37,682 (31.1%)
Overtime for month of May	\$ 249.43

A list of accounts receivable to be transferred to the inactive file in the amount of \$3,295.07 was reviewed. Following discussion motion was made by James Davidson, seconded by Robley Hedrick and passed, that these accounts be transferred to the inactive file. A list of said accounts is attached hereto and made a part of these minutes.

Final budget transfers for the 63rd fiscal year totaling \$33,000, required to align budgeted line items were presented for approval. Motion was so made by Virgil McCollum, seconded by James Davidson and passed.

Mr. Carr reported that, based on expenditures to date and anticipated expenses during the month of June, estimated cash position at the end of the fiscal year should be approximately \$27,900. Of note was the decreased income during the past two months from private patients and the possibility of a major portion of this billing being paid after the first of the 64th fiscal year.

Mr. Carr advised the board that he had contacted Attorney George Graham and Mr. Vincent Montoya, Executive Officer of the State Board of Finance, concerning required state procedure in the sale of property included in the Estate of Margaret J. Davis and had been advised that permission of the State Board of Finance is required prior to advertising and selling to the highest bidder. The Administrator was instructed to proceed with the necessary correspondence with the State Board of Finance.

Dr. Munger commented on Dr. MacEwen's optimism concerning the future of Carrie Tingley Hospital and his recognition of the importance of the teaching program in children's orthopaedics. Dr. Munger stated that he felt Dr. MacEwen's services as a Planning Consultant to Carrie Tingley would be invaluable if he would accept such an appointment. Following discussion motion was made by Robley Hedrick, seconded by James Davidson and passed, that Dr. MacEwen be named Planning Officer and that the Administrator and the Medical Director pursue architectural planning regarding proposed changes to the physical plant. Mr. Carr noted that he, Dr. Munger and Dr. Dixon were to meet with Grace Olivarez of the State Planning Office on Monday, June 23, to discuss long range plans of Carrie Tingley.

- D. Dr. Munger informed the board that he was considering two applicants for the position of Secretary to the Medical Director; one involving the promotion of a Typist 2 in the Medical Records Department and the other applicant being the wife of Robert Baize, Bldg. and Grounds Superintendent. Board policy concerning the employment of two persons in an immediate family ensued. Following comments concerning the hiring of a temporary Utility Worker who was the brother-in-law of a department head, the following motion was made by Robley Hedrick, seconded by James Davidson and passed: the hiring of the named temporary Utility Worker be approved with the understanding that in the future the board be informed prior to hiring any individual who is a member of the immediate family of a current employee; that the board policy concerning the employment of more than one person in a family be reviewed at the July board meeting.

Report of the Administrator included information regarding the following:

- A. Employment of Bonnie Golden, Registered X-Ray Technician, effective July 7.
- B. Purchase of a memorial plaque honoring Mr. Harold Grissom, Deceased, in appreciation for hand knitted ponchos for patients of Carrie Tingley Hospital which were hand made and donated by his wife, Jan Grissom.
- C. Increase of maximum amount of direct purchases allowable increased to \$250 by the State Purchasing Agent (previously \$100).
- D. Bids on liability insurance effective July 1, 1975 will be limited to basic liability only since no insurance company other than the present carrier indicated bids would be submitted on the umbrella liability policy.

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

June 20, 1975

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A.M., June 20, 1975 in the Administrator's Office. Board members present included Sophie Waldrip, James Davidson, Virgil McCollum and Robley Hedrick. Also attending were David H. Munger, M.D., John L. Carr, Mary E. Phillips, and Mary Lou Sanchez.

Minutes of the May 16, 1975 meeting were approved as written.

Report of the Medical Director included the following:

- A. Review of medical statistics for the month of May, 1975 reflecting a continuing trend of previous months' activities.
- B. Request for approval of appointments to the hospital residency staff as of July 1, 1975:

Stanley R. Lehman, M.D., 1 year
Wm. Beaumont Army Medical Center

William A. Paton, M.D., 1 year
U.N.M. School of Medicine

Sergio D. Ilic, M.D., 1 year
U.N.M. School of Medicine

Daniel D. Kane, M.D., 6 Months
U.N.M. School of Medicine

Robert J. Foster, M.D., 6 Months
University of Colorado Medical Center

Appointments were approved by motion made by Robley Hedrick, seconded by James Davidson and duly passed.

- C. Comments concerning the Sixth Annual Spring Seminar held at Carrie Tingley Hospital June 13-14, 1975 at which G. Dean MacEwen, M.D., Medical Director of the duPont Institute, was guest lecturer.

Dr. Munger stated that he would like to meet with the LFC, learn of their plans for CTH, and attempt to incorporate long range plans with those of LFC, indicating that he felt the hospital program would eventually have to be dramatically changed.

Board approval was requested for Mr. Carr and Dr. Munger to initiate a study to:

- (1) Decide what should be done with the sophisticated orthopaedic program.
- (2) Decide what program should continue at CTH.

Semantics
Mr. Carr indicated he felt a misunderstanding had resulted from a difference in (summatcs); i. e., discussion regarding moving the program and discussion regarding moving the hospital, which could be attributed in part to inadequate communication and explanation to the board.

Dr. Munger agreed that the study referred to by Mr. Carr would be appropriate, noting that he felt the board should meet with LFC (invite them to CTH); if possible, obtain a copy of the LFC report; and attempt to incorporate long range plans of CTH with those of the State and the LFC.

Mr. Hedrick asked that Mr. Carr and Dr. Munger keep in mind that the board recognized the need for plans regarding the hospital program - including possible change - but did not wish to consider a change in the physical location of Carrie Tingley Hospital.

Dr. Munger stated that he felt he and Mr. Carr could work out, within the State structure, how CTH could remain a viable institution and keep a comprehensive package going; that it might mean a close relationship with UNM, otherwise it would be a very fragmented service. He reiterated that he would like to be able to move in any direction, reporting fully to the board, without making any commitments, in the pursuit of plans to keep a viable institution at CTH. He stated again that he felt plans should agree with the state's long term goals. Mr. Hedrick commented again on the prime objective of the board being to keep a viable program at CTH at its present location.

SUMMARY:

Administrator and Medical Director to proceed with long range plans in an attempt to determine:

- (1) What should be done with the sophisticated orthopaedic program.
- (2) What should be done with the facility, including long range goals and objectives of the institution - and possible changes of program - in order to remain a viable state institution.

Notes Taken at Board Meeting May 16, 1975

Re Discussion of Long Range Plans for C. T. H.

Dr. Munger stated that prior to signing his new contract he felt compelled to request clarification of the board's feelings and intent regarding preparation of long range plans for Carrie Tingley Hospital, since both the Medical Advisory Committee and the Legislative Finance Committee had asked that such plans and goals be identified.

Mr. Hedrick stated that he had assumed the board had done that when they accepted the recommendations of Dr. Munger and Mr. Carr and approved supplementary budget requests for the 64th fiscal year including additional personnel and certain changes to the physical plant.

Dr. Munger asked if the board was considering hiring another consultant, since the report of Dr. Dawson was unacceptable to the board, and if consideration was being given further expansion and changing physical aspects of the plant. Mr. Hedrick stated that he saw no need for hiring another consultant since the board had gone on record as not considering a move. Dr. Munger indicated that he could not sign his contract without a commitment for long term planning; that he would remain at CTH for six months so that the board could recruit another Medical Director. Mr. Hedrick stated that he felt the board believed Dr. Munger and Mr. Carr were highly qualified to proceed with long range plans, with the assistance of architectural consultants or other specialty advisors if the need was indicated, noting that he felt it was the board's intent for them to proceed so long as it did not include moving the facility.

Mr. Carr stated that he felt the board was asking the Administrator and the Medical Director to determine what type of program could be continued at C. T. H. if a sophisticated orthopaedic program could no longer be maintained. He indicated that he felt the two basic questions which must be answered were:

1. What do we do with the sophisticated orthopaedic program?
2. What do we do with this facility?

Dr. Munger stated that two imminent physicians had expressed the opinion that we could not continue a sophisticated orthopaedic program at C. T. H.

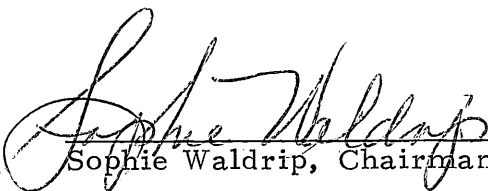
Mr. Hedrick noted that for the past 7 years the board had been trying to determine how the rehab program at CTH could be expanded. Dr. Munger replied that he felt the rehab program had been expanded to a great degree.

Dr. Munger indicated that he felt the hospital program would have to be dramatically changed and recommended that the board meet with representatives of L. F. C., at Carrie Tingley if possible, in a joint effort to determine the future role of the hospital, incorporating same in the state's long term goals. He indicated that he felt future plans could mean a close relationship with the U. N. M. Medical School, otherwise any medical program would be a very fragmented service.

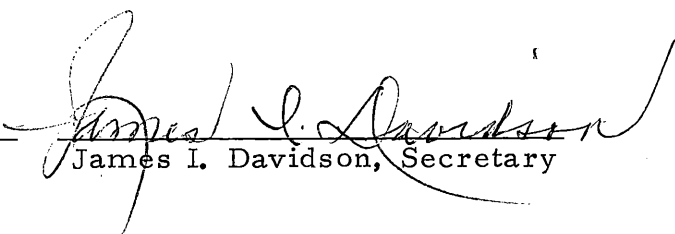
A memorandum was acknowledged from Tony Anaya, Attorney General, concerning enforcement of the Open Meetings Law.

Mary Lou Sanchez reported on activities of the Employee Relations Group.

The meeting adjourned at 11:40 A. M.



Sophie Waldrip, Chairman



James I. Davidson, Secretary

Discussion ensued regarding contract renewals for John L. Carr, Administrator, and David H. Munger, M.D., Medical Director. Motion was made by Mr. Hedrick, seconded by Mr. Davidson and passed, that the contract of John L. Carr, Administrator, be renewed for the period June 1, 1975 to June 1, 1977 at an annual salary of \$19,644.00 for the period June 1, 1975 to June 1, 1976 (Step 4, Range 23 of the Exempt Salary Plan), subject to any revisions of the Exempt Salary Plan as approved by the Department of Finance and Administration and the State Personnel Board; plus maintenance consisting of a residence on hospital grounds, laundry, and groceries available from hospital stock. Salary for the period June 1, 1976 to June 1, 1977 shall be the next higher consecutive step increase as indicated by the Exempt Salary Plan at that time.

Motion was made by Mr. Hedrick, seconded by Mr. Davidson and passed, that the contract of David H. Munger, M.D., Medical Director, be renewed for the period July 1, 1975 to July 1, 1977 at an annual salary of \$34,478. for the period July 1, 1975 to July 1, 1976, as indicated by the Classified Salary Plan as of July 1, 1975; plus maintenance consisting of a residence on hospital grounds, laundry, and groceries available from hospital stock. Salary for the period July 1, 1976 to July 1, 1977 shall be the next higher consecutive step increase as indicated by the Classified Salary Plan at that time.

Prior to signing his contract Dr. Munger stated that he felt it was imperative that he and Mr. Carr be given definite guidelines regarding long range plans for the Medical program of the hospital, since both the Medical Advisory Committee and the Legislative Finance Committee had requested future goals and plans of the institution. During the following discussion it was agreed by board members, Dr. Munger and Mr. Carr that the following considerations should be recognized in structuring long range plans:

1. Prime objective of the Board of Directors is to maintain a viable program at Carrie Tingley Hospital at its present location.
2. The Administrator and the Medical Director should proceed with long range plans in an attempt to determine:
 - A. Whether a sophisticated orthopaedic program can be continued at Carrie Tingley Hospital at its present location; if not, what should be done with the program?
 - B. What program should continue at CTH whereby the hospital could remain a viable state institution providing comprehensive services to an existing patient need (rehab, etc..)

The Board was informed of proposed State Personnel salary changes in the Maintenance Series which, if approved by the Personnel Board, will become effective July 12, 1975. Mr. Carr noted that two alternatives to implement the changes were open; one at a cost to the hospital of \$1,177 which would affect only two Maintenance Department employees, and one at a cost of \$4,217 which would mean a salary increase to 7 Maintenance Workers. Following discussion motion was made by Mr. Hedrick, seconded by Mr. Davidson and passed, that the second alternative be implemented at a cost of \$4,217 for the 64th fiscal year.

Mr. Carr reported that, following the grievance hearing at the April 16 board meeting and subsequent conferences that day with Mr. Baize and Mr. Sanders, Mr. Bob Baize had been employed as Building and Grounds Superintendent. He indicated that all maintenance personnel had been most cooperative since the change in the supervisor position.

In discussion concerning the hospital's malpractice insurance, Mr. Carr advised the board that both the basic and umbrella liability would be rebid July 1, 1975 with both coverages having the same policy period.

In reporting on status of the roofing problem the Administrator stated that he had been informed by the Property Control Division of DFA that the Lloyd A. Fry bond did not cover roof damage resulting from "structural movement", however, they agreed that present bond coverage, as written, is of no value to state agencies.

The Board was informed that following an on-site inspection of the water well and determination by representatives of the firm, Rogers Pump Co. of Albuquerque, as to the type of pump needed to provide adequate service, a Berkley water pump with a 25 HP motor had been purchased from that firm under emergency provisions of the State Purchasing Act at a cost of \$948.

The Board reviewed a bid of \$22,000 from Walter E. and Virginia M. Stolte on that portion of the Maggie Davis Estate consisting of two acres with three houses. Following discussion it was the consensus of those present that the Administrator should consult with Attorney George Graham and the Property Control Division regarding statutes governing the sale of state property. Action was deferred pending the receipt of further information.

Discussion concerning the George Miller plaque was deferred until a scheduled meeting of the Carrie Tingley Hospital Foundation.

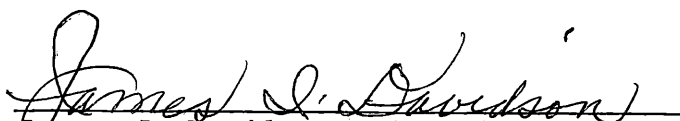
by Betty Hamilton, and duly passed. A copy of the procedure is attached to and made a part of these minutes.

Mr. Davidson expressed the appreciation of the board for the services of both Mary Lou Sanchez as Chairman of the Employee Relations Committee, whose office expires December 31, 1975, and Mary Emma Phillips, Administrative Assistant, who is retiring December 31, 1975.

Mr. Davidson commented on the need for a five-member board and the importance of regular attendance by all members.

Date of the January board meeting was scheduled for January 24, 1975 at 10 A. M.

The meeting adjourned at 12:45 A. M.


James I. Davidson, Vice-Chairman

Mr. Carr reported that he had contacted Senator Smalley and requested that he initiate the writing of legislation through the Legislative Council to allow Carrie Tingley Hospital to admit and care for patients over the age of 21. He stated that Senator Smalley had indicated he felt it would be more appropriate for the Board to contact Governor Apodaca and inform him of short-term and long range plans for Carrie Tingley Hospital and that this should be done immediately.

Review of the State Personnel job audits was deferred pending receipt of the final report from analysts who performed the audit.

Three proposed contracts were presented for board approval:

1. An employee contract with Shirley St. John of Albuquerque who will serve as clerk at the CTH Albuquerque Clinics two Saturdays per month.
2. A contract between New Mexico State University Nursing Program and Carrie Tingley Hospital under which Carrie Tingley will provide nursing instruction to students in the N. M. S. U. Nursing Program.
3. A contract between N. M. S. U. and Carrie Tingley whereby N. M. S. U. will furnish the hospital graduate students on an extern basis. N. M. S. U. will be paid a sum not to exceed \$435 per semester for each semester a graduate extern is so assigned. Board and room will also be provided by Carrie Tingley.

The three contracts were approved by motion made by Don Pettijohn, seconded by Betty Hamilton, and duly passed. Copies of the contracts will be sent to the Department of Finance and Administration for their approval prior to implementation.

Mary Lou Sanchez, Chairman of the Employee Relations Committee, reported on an Employee Group meeting held on December 9, 1975 at which time the Employee Grievance Procedure, as recommended by the Employee Relations Committee, was approved unanimously. She also commented on the appreciative response of the group to discussions by Dr. Munger and Mr. Carr regarding short-term and long range plans for Carrie Tingley Hospital.

Mr. Carr reviewed the Employee Grievance Procedure in detail, noting that the approval of both the Board of Directors and the State Personnel Director was required before the procedure was initiated. Following discussion the Employee Grievance Procedure was approved, subject to revisions in Steps 3 and 4, by motion made by Don Pettijohn, seconded

RESOLUTION

WHEREAS, we, the Board of Directors of Carrie Tingley Hospital, have, during the past several months and also at a special meeting of the board on December 7, 1975, discussed at length potential problems relating to the future of Carrie Tingley, including problems created by the implementation of national health insurance and current activities in the state which appear to affect the future of Carrie Tingley, and

WHEREAS, the current responsibility of Carrie Tingley Hospital is to provide care for crippled children, and

WHEREAS, Carrie Tingley is providing such care at a level felt to be substantially above that of any other facility in the state and, in fact, in some instances such as the case of scoliosis, is the only facility providing such care, and

WHEREAS, it is felt that the facilities and staff are sufficient to continue providing that care, for not only the children's population but for certain adult diagnoses, and that the board feels such services can be provided at Carrie Tingley at a cost equal to, or less than, other existing or proposed programs, and

WHEREAS, relatively minor remodeling to the facilities could enhance and expand these capabilities, and

WHEREAS, the Board feels the providing of such services can best be accomplished in a setting with staff, budget and administration separate from a general acute hospital, therefore

BE IT RESOLVED:

That the board directs the continuance of the current orthopaedic program at Carrie Tingley Hospital;

That the board further directs efforts at strengthening that program with specific work to be done in the areas of professional and public relations, remodeling and staff changes;

That the board directs the development of other medical programs to allow for better utilization of staff and facilities. Such development shall require the approval of the Board of Directors and appropriate state agencies prior to implementation;

That the Board feels it imperative that Carrie Tingley be included in any process involving the development of a state-wide rehabilitation and other applicable programs and directs the Administrator and Medical Director to become so involved.

The Administrator's Report included discussion regarding the following items:

- A. Interviews and contacts made in the recruitment of a Ph. D. Rehabilitation Psychologist by Mr. Carr and Dr. Bommelaere at the Behavior Therapy Conference held in San Francisco December 12-14. Mr. Carr stated several well qualified persons were interviewed who indicated an interest in the position, and the names of other possible candidates were obtained.
- B. Completion of final drawings on the remodeling of the electrical and mechanical systems at Carrie Tingley. Mr. Carr stated the drawings had been submitted to the appropriate state agencies in San Fe for approval.
- C. Comments regarding the critical need to bring hospital charges in line with costs. Mr. Carr indicated he would be bringing specific recommendations to the board in the next month or so.

Financial statements reviewed by Bea Cleveland reflected the following:

Unencumbered Cash Balance	\$ 66,666.92
Operating Fund Investments	\$ 60,000.00
Investment Fund Balance	
(including investments)	\$ 80,127.27
Operating Fund Expenses to 11/30/75	\$ 52,659.00 under budget
Operating Fund Revenue to 11/30/75	\$ 39,579.00 over budget
Overtime for Payrolls	
of 10/31/75;11/14/75;11/28/75	\$ 896.57

In reporting on the status of minor remodeling and renovation Mr. Carr stated that the Girls' Convalescent Ward had been closed and patient care areas relocated.

The board reviewed in detail a resolution drafted by the Administrator at the board's request regarding short-term and long range planning for Carrie Tingley Hospital. Following considerable discussion, motion was made by Betty Hamilton, seconded by Don Pettijohn and passed, that the following resolution be adopted:

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A. M., December 19, 1975. Board members present included James Davidson, Betty Hamilton and Don Pettijohn. Also attending were John L. Carr, Bea Cleveland, Mary E. Phillips, and Mary Lou Sanchez.

By motion made by Don Pettijohn, seconded by Betty Hamilton and passed, minutes of the regular board meeting held on November 21, 1975 were approved with one correction; minutes of the special meeting held on December 7, 1975 were approved subject to revisions in Steps 3 and 4 of the proposed resolution drafted by the Administrator at the board's request.

Report of the Medical Director, presented by Mr. Carr in Dr. Munger's absence, included the following:

- A. Statistics for the month of November, 1975, indicating a continuance of previous months' medical activities.
- B. Appointment of the following physicians to the hospital residency staff for the period January 1, 1976 through June 30, 1976, by motion made by Betty Hamilton, seconded by Don Pettijohn and passed:

Sergio D. Ilic, M. D.	U. N. M. Medical School
Stanley R. Lehman, M. D.	Wm. Beaumont Medical Center
Thomas Mahony, M. D.	University of Colorado Medical Center
William A. Paton, M. D.	U. N. M. Medical School
John M. Veitch, M. D.	U. N. M. Medical School

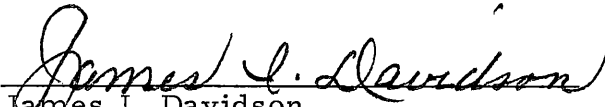
- C. Reappointment of David H. Munger, M. D., and appointment of Gary L. Bommelaere, M. D., to the Active Medical Staff effective January 1, 1976, by motion made by Don Pettijohn, seconded by Betty Hamilton and passed.
- D. Reappointment of the Consulting Medical Staff effective January 1, 1976, by motion made by Betty Hamilton, seconded by Don Pettijohn and duly passed. A copy of the Consulting Medical Staff, with privileges granted indicated, is attached to and made a part of these minutes.

9. That the Board directs the development of other medical programs of a non-duplicating nature to allow for better utilization of staff and facilities; and, finally,
10. That the Board feels it imperative that Carrie Tingley be included in any process involving the development of a state-wide rehabilitation program.

Specific action taken at the meeting included the following:

1. Motion by Virgil McCollum, seconded by Don Pettijohn and passed, that the Administrator contact Senator Ike Smalley immediately to request the Legislative Council to draft legislation relating to the admission of patients over 21 years of age to Carrie Tingley Hospital; that Mr. Carr also ask Senator Smalley to contact Governor Apodaca concerning such legislation and if he felt such contact should be made by the Board of Directors he so notify them so that the Board could take immediate action to advise the Governor regarding same.
2. Motion by Virgil McCollum, seconded by Don Pettijohn and passed, that the Medical Director and the Administrator be instructed to contact an architect regarding a feasibility report and estimated cost of proposed remodeling, such remodeling to follow the architectural design of the existing structure.
3. Motion by Don Pettijohn, seconded by Betty Hamilton and passed, that the Administrator and Medical Director proceed with minor remodeling and renovation changes.
4. Motion by Betty Hamilton, seconded by Don Pettijohn and passed, that the Administrator attend the annual meeting of the Advancement of Behavior Therapy in San Francisco on December 12-14, 1975 in an effort to recruit a Ph. D. Rehabilitation Psychologist to assist in the development of additional programs at Carrie Tingley Hospital.

The regular December board meeting is to be held on December 19, 1975.


James I. Davidson
Vice-Chairman

Virgil McCollum
Secretary

In an effort to assure that any outcome of the meeting was properly directed, Mr. Carr suggested that perhaps a redefinition of the immediate problems should be undertaken. It was agreed that the two basic problems facing the Board at this time were:

- A. What is the future of the orthopaedic program at Carrie Tingley?
- B. Assuming that the orthopaedic program were adversely affected by the development of other programs throughout the State, how do we utilize the facilities of Carrie Tingley for a medically oriented program?

Following considerable further discussion the Board directed that a resolution be prepared for consideration at the next board meeting to include the following basic premises and directives:

- 1. That the Board has considered all appropriate information available to them;
- 2. That Carrie Tingley is charged with the responsibility of providing care for crippled children;
- 3. That Carrie Tingley is providing that care at a level felt to be considerably above that of any other facility in the State;
- 4. That the Board feels the facilities and staff are sufficient to continue providing that care for not only the children's population but for certain adult diagnoses, and that such services can be provided at a cost equal to, or less than, other presently proposed programs in the area.
- 5. That, with minor expense, the facilities could be further enhanced to provide such care;
- 6. That the Board feels the providing of such services can best be accomplished in a setting with staff, budget and administration separate from a general acute hospital;
- 7. That the Board directs the continuance of the current orthopaedic program at Carrie Tingley Hospital;
- 8. That the Board further directs efforts at strengthening that program with specific work to be done in the areas of public relations, remodeling and staff changes;

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

A special meeting of the Board of Directors of Carrie Tingley Hospital was held at 10:30 A.M., December 7, 1975. Board members present included James Davidson, Betty Hamilton, Don Pettijohn, and Virgil McCollum. Also attending were Bill Buhler, Trustee of the Carrie Tingley Hospital Foundation, John Taylor, President of the First State Bank, Paul Minogue, Budget Analyst from the Legislative Finance Committee, John L. Carr, Administrator, David H. Munger, M.D., Medical Director, and Mary Emma Phillips.

Purpose of the meeting was to attempt to pull together all prior discussions concerning long range planning and the future of Carrie Tingley Hospital. The meeting was devoted solely to that purpose.

The first portion of the meeting was devoted to a review of factors affecting the long range planning at Carrie Tingley and, more specifically, areas which can possibly create short term problems for the institution. Those general areas of discussion included the following:

- A. The possible effects of the implementation of national health insurance on patient referral to Carrie Tingley.
- B. Existing and future medical and staffing problems affecting the continuance of a viable crippled children's orthopaedic program at Carrie Tingley.
- C. Activities within the State which indicate possible duplication of services at Carrie Tingley Hospital by hospitals in metropolitan areas and the effect of these programs on the patient load at Carrie Tingley. Included in this portion of the discussion were plans pending at Hotel Dieu in El Paso and St. Joseph's in Albuquerque to create comprehensive rehabilitation programs to include children's rehabilitation. Also discussed was the capability of the U. N. M. Medical School to provide a pediatric orthopaedic program.

Considerable discussion ensued regarding the effect of these activities on Carrie Tingley Hospital.

Carrie Tingley Hospital Uniform Policy

"Uniforms shall be required in the following areas:

- Dietary
- Surgery Complex
- Laundry

Uniforms shall also be provided in the following areas where duties performed may, at times, damage clothing:

- Brace Shop
- Nursing
- Pre-School
- Maintenance
- Physical Therapy
- Laboratory

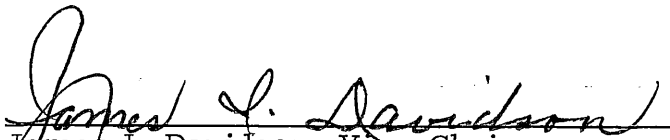
If it is determined that work in other areas damages clothing the board shall consider providing uniforms in such departments.

Uniforms shall be appropriate protective garments and shall be left at the hospital when the employee is not on duty."

Mrs. Sanchez, in reporting on other activities of the Employee Relations Committee, stated that election of four new departmental representatives to the E.R.C. would be held on Monday, December 1, 1975, with elected members to take office January 1, 1976. She also indicated that the Employee Grievance Procedure should be finalized at the December ERC meeting.

The next board meeting was scheduled for December 19, 1975 at 8:30 A.M.

The meeting adjourned at 11:50 A.M.


James I. Davidson, Vice-Chairman

Mr. Carr presented for board approval a Capital Project Request for the 65th fiscal year totaling \$469,222, covering that portion of the remodeling of the mechanical and electrical systems at Carrie Tingley which was not funded the 64th fiscal year. Following discussion motion was made by Betty Hamilton, seconded by Don Pettijohn, and passed that the Capital Project Request be approved as presented.

The Board was informed of the final accounting on the Maggie Davis Estate and that all assets had been placed in the name of Carrie Tingley Hospital and the Sadye McClintock Fund of the El Paso Shrine. Mr. Carr stated that a bid of \$4,000 had been received on the small house ^{4,104.5} included in the Estate *J.D.* and asked if the board would like to consider sale at that price. Following discussion motion was made by Don Pettijohn, seconded by Betty Hamilton and passed, that the house be sold for \$4,000 subject to the approval of the El Paso Shrine.

Mr. Carr also reported that Mr. George Graham, Attorney, had asked if the board would like him to attempt to obtain final payment on a \$14,000 sales contract, also an asset of the Davis Estate, held on property which includes a liquor license, currently drawing 8% interest. It was noted that such action would require providing a merchantable title at the time the note was paid off. Motion was made by Don Pettijohn, seconded by Betty Hamilton and passed, that Mr. Graham should pursue attempts to obtain final payment on the contract without discount.

Mary Lou Sanchez and Betty Jones, Chairman and Secretary of the Employee Relations Committee, presented recommendations of the E. R. C. regarding the hospital uniform policy. Mary Lou stated that, following a survey of all department heads and discussions with employees in each area, it was felt by the Committee that uniforms should be furnished in the following departments in order to protect employees' clothing: Brace Shop, Nursing, Pre-School, Maintenance and Physical Therapy. It was suggested that the uniform be a type of apron or smock in Nursing, Physical Therapy and Pre-School and suitable protective clothing in the Maintenance Department. It was noted that uniforms are now furnished in Laboratory, Surgery, Anesthesia, Dietary, Laundry, Housekeeping and the Brace Shop. Estimated cost for uniforms was determined to be \$1,000 to \$1,500 per year. Following discussion motion was made by Betty Hamilton, seconded by Don Pettijohn and duly passed, that the following Carrie Tingley Hospital Uniform Policy be approved:

were part of a JCAH education program in evaluation procedures for auditing and improving patient care. They are made available to physicians, administrators, and medical records personnel to assist them in meeting current PSRO criteria. He indicated that he, Kathryn Roberts, and Dr. Munger planned to attend.

- C. Report on the Governor's Conference held in Santa Fe on November 6.
- D. A suggestion submitted by the Employee Night Committee proposing that a picture gallery be initiated for CTH employees with 20 or more years of service. The Board agreed that such recognition would be appropriate and that it should be considered further prior to the 1976 Employee Award Dinner.
- E. Information received from the Department of Finance and Administration indicating that hospital participation in payment of employee's group hospitalization premium was limited, by statute, to 50%.
- F. Information concerning an increase in the electric rate of Carrie Tingley by the City of Truth or Consequences effective December 1, 1975 from 1.75 per KW to 2.5 per KW, with a second increase in January 1, 1977 to 2.75 per KW. Mr. Carr stated that after conferring with Allison Engineering Co. it was determined that increased usage anticipated during this period, plus the increased rate, would double the cost of electricity over a two-year period.
- G. A review of recommendations received from representatives of the State Personnel Office following their recent job audit at Carrie Tingley. Mr. Carr stated that recommendations included upgrading approximately 90 positions, downgrading 4 positions, and leaving 40 positions as currently classified, at a cost of approximately \$61,000. He indicated there were three categories in which he disagreed with the auditors and hoped to have them re-evaluate these classifications.

Financial statements for the month of October, reviewed by Bea Cleveland, reflected the following:

Unencumbered Cash Balance	\$ 57,713.79
Operating Fund Investments	\$ 60,000.00
Investment Fund Balance	
(Cash and Investments)	\$ 79,543.96
Operating Fund Expenses to 10/31/75	\$ 36,495 under budget
Operating Fund Revenue to 10/31/75	\$ 52,420 over budget
Overtime for the month of October	\$616.03

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS MEETING

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 1:00 P. M., November 21, 1975 in the Administrator's Office. Board members present included James Davidson, Betty Hamilton and Don Pettijohn. Also attending were John Carr, Administrator, Beatrice Cleveland, Business Manager, and Mary E. Phillips, Administrative Assistant.

Minutes of the Board of Directors meeting held on October 17, 1975 were approved as written.

Report of the Medical Director, presented by Mr. Carr in Dr. Munger's absence, included the following:

- A. Review of medical statistics for the month of October, 1975.
- B. Announcement of the successful recruitment of Gary L. Bommelaere, M.D., Pediatrician, effective January 1, 1976 subject to board approval. Mr. Carr stated that tentative arrangements had been made for Dr. Bommelaere to spend three days a week serving as a Pediatrician at Carrie Tingley and two days a week as Medical Director for C. C. S. The position would be included on the hospital payroll at an annual salary of \$30,000 with C. C. S. reimbursing Carrie Tingley approximately \$12,000 for Dr. Bommelaere's services as a Medical Director to that state agency. The appointment was approved by motion made by Don Pettijohn, seconded by Betty Hamilton, and duly passed.
- C. Discussion of plans for the Carrie Tingley Hospital Winter Seminar scheduled for December 12-13, 1975 with Albert B. Ferguson, Jr., M.D., as the distinguished guest lecturer.

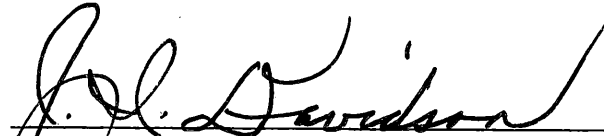
In presentation of the Administrator's Report Mr. Carr commented on the following:

- A. A special training program in fire safety for hospital employees to be conducted at the hospital December 16, 17, 18 by representatives of the State Fire Marshall's Office.
- B. A Medical Audit Team Seminar to be held in Albuquerque on December 5-6 sponsored by the Joint Commission on Accreditation of Hospitals. Mr. Carr noted that such seminars

to the idea of providing protective clothing for hospital employees in those areas where the work involved is found to be quite hard on the employees' clothing or in areas where uniforms, or protective clothing, are required by the hospital. Mr. Carr suggested that it might be appropriate for the entire uniform policy to be restated by the board.

Date of the November board meeting was scheduled for November 21, 1975 at 1:00 P. M.

The meeting adjourned at 11:40 A. M.


James Davidson
Vice-Chairman

Virgil McCollum
Secretary

Distributed for review was a revised Summary of Proposed Revenue for the 65th F. Y. Budget Request, including a Title I ESEA grant in the amount of \$21,241 and a reduction in the General Fund Appropriation Request by that amount. The revised Appropriation Request of \$1,567,708 represents an increase of 10.6% over that of the 64th fiscal year; expense budget was unchanged.

Also distributed was a Schedule of Non-Controllable Expense included in the 65th F. Y. budget representing \$182,140 or 89.5% of the total increase of \$203,500.

Mr. Carr discussed the 63rd F. Y. Medicaid Cost Report, noting the substantial increase in cost per patient day (resulting from decrease in census and number of patient days plus the increased cost of providing services). He stressed the importance of maximum utilization of existing hospital personnel and the need to convince the State that every effort was being made to provide optimum care to Carrie Tingley patients at a minimal cost to the State of New Mexico.

In discussion regarding the status of the Maggie Davis Estate the board was informed of State Board of Finance approval at its meeting on October 7 to sell Tract I, consisting of four acres and improvements thereon for \$25,000. Purchasers were Mr. and Mrs. Walter Stolte. Approval was also granted for the hospital to negotiate the sale of the remaining five tracts at the best possible price.

The Board was informed of plans for the Employee Award Dinner which they endorsed unanimously.

Plans were tentatively made for the trip on November 10 to Gillette Children's Hospital and the Alfred I. DuPont Institute by members of the Board, the C. T. H. Foundation, the Medical Advisory Committee, and representatives of the Legislative Committee and the State Planning Office. It was the consensus that, since both of these institutions were of similar size and had experienced problems similar to those now facing Carrie Tingley, a visit to the facilities and a review of their attempts to solve those problems would assist tremendously in planning the future role and program of this institution.

Mary Lou Sanchez, in reporting on recent activities of the Employee Relations Committee, stated that the E. R. C. had been approached regarding the hospital furnishing uniforms for Maintenance Department employees. Following the ensuing discussion Mrs. Sanchez was asked to inform the Employee Relations Committee that the board was receptive

2. Submission of final working plans for remodeling of the electrical system at Carrie Tingley, as prepared by Allison Engineering Co., to the Department of Finance and Administration the latter part of October for approval and subsequent advertising for bids by the Office of the State Purchasing Agent.
3. Receipt of \$2,632 from the Carrie Tingley Hospital Foundation Charity Golf Tournament sponsored by the Falls Land Development Co.
4. Election of Mr. Carr to the New Mexico Hospital Association Board at the annual meeting of the N. M. H. A.
5. Review of correspondence from the City of Truth or Consequences regarding a proposed quarterly billing in the amount of \$103.19 for Carrie Tingley's proportionate share, as a major user, of the cost of operating the sanitary land fill .
6. Discussion concerning a proposed Affirmative Action Plan now being prepared by the Administrator, following guidelines received from Ed Navrot, representative of the Human Rights Commission. A draft of the plan will be presented for board approval at the November meeting.
7. Report on cost of increasing the hospital's participation in employee's group health insurance to 60%, reflecting an additional expenditure of approximately \$3,600 annually.

Financial statements for the month of September, reviewed by the Administrator, reflected the following:

Unencumbered Cash Balance	\$ 80,935.94
Investment Fund Balance	
(Cash and Investments)	\$ 77,944.90
Operating Fund Investments	\$ 40,000.00
Operating Fund Expenses to 9/30/75	\$ 35,234 under budget
Operating Fund Revenue to 9/30/75	\$ 64,281 over budget
Overtime for the month of September	\$ 397.75

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

October 17, 1975

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A.M., October 17, 1975 in the Administrator's Office. Board members present included James Davidson, Virgil McCollum, Don Pettijohn and Betty Hamilton. Also attending were John L. Carr, Administrator, Mary Lou Sanchez, Chairman of the Employee Relations Committee, and Mary Emma Phillips.

Minutes of the September 19, 1975 meeting were approved by motion made by Virgil McCollum, seconded by Don Pettijohn and duly passed.

Report of the Medical Director, presented by Mr. Carr in Dr. Munger's absence, included the following:

1. Review of medical statistics for the month of September, 1975.
2. Report on Chief Surgeon Position.

Mr. Carr stated that the exact date of Dr. Johnston's arrival had not been determined due to a delay in obtaining his state licensure from the New Mexico Board of Medical Examiners.

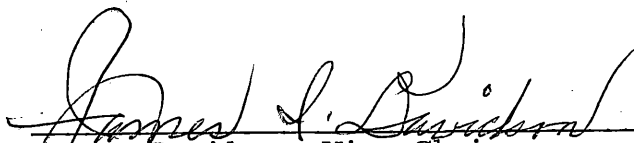
In presentation of the Administrator's Report Mr. Carr discussed the following items:

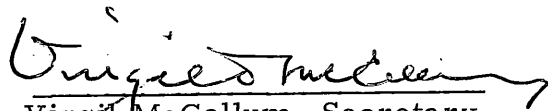
1. Cyclical job audits of C. T. H. classified positions by analysts from the State Personnel Office on October 14-15-16. Mr. Carr reported that job descriptions - as completed by individual employees, reviewed by Supervisors, and discussed in interviews with State Personnel representatives - would be reviewed by State Personnel and recommendations made regarding upgrading or lowering certain positions. The possible effect of these changes on the 65th fiscal year personnel budget was noted.

their team approach to this, and all other, hospital problems.

Mr. Davidson expressed the desire of the board to cooperate with the M. A. C. in pursuing the future role and program of Carrie Tingley.

The meeting adjourned at 2:40 P. M.


James Davidson, Vice-Chairman


Virgil McCollum, Secretary

Johnston as Associate Medical Director in October, 1975 was noted, as well as comments regarding the feeling of the Medical Advisory Committee that this position was one of extreme importance to the hospital's medical program. The board was assured of the M. A. C. 's continued assistance in recruiting a pediatrician. Also noted was the need to establish liaison with an anesthesiologist who could be available for complicated surgical procedures performed at Carrie Tingley.

Discussion ensued regarding long range plans for Carrie Tingley Hospital as documented by Dr. Munger and Mr. Carr following conferences with Grace Olivarez of the State Planning Office, Maralyn Budke of the Legislative Finance Committee, Representative Murray Ryan, Senator Ike Smalley, and representatives of the Department of Finance and Administration. Two basic alternative plans were presented:

1. Continuation, with possible expansion of services provided, at the C. T. H. facility with minor remodeling and basic floor plan arrangement changes, as well as needed increases in staff.
2. Consideration of a crippled children's service unit in a more sophisticated setting, aligned with an acute care institution, maintaining the separate identity of C. T. H. in staff, budget and administration.

Dr. Dixon stated that the M. A. C. felt continual upgrading of the C. T. H. facility was essential and expressed their gratification in learning that possible funding for remodeling was available from the C. T. H. Foundation since the proposed changes would enable the hospital to provide services to a larger outpatient load and continue to provide the high standard of care it has given in the past. He noted that the concept of a separate crippled children's service unit would require the purchase of contractual services from an acute care institution, possibly in Albuquerque in proximity to the U. N. M. Medical School, but that the mechanism of providing these services must be determined by the C. T. H. Board of Directors. He reiterated that not all C. T. H. patients would need this sophisticated care but a certain percentage would require specialized equipment and medical expertise; that it was to this end the service unit should be considered as part of the hospital's long range plan.

Dr. Munger and Mr. Carr, in summary, stated that continued efforts would be made to provide the needed expertise to provide the finest level of orthopaedic care to the children of New Mexico, as mandated by State statute, and to maintain a viable institution at Carrie Tingley Hospital. Dr. Dixon commended Dr. Munger and Mr. Carr on the documentation presented and complimented

CARRIE TINGLEY HOSPITAL

JOINT MEDICAL ADVISORY COMMITTEE - BOARD OF DIRECTORS MTG.

A joint meeting of the Carrie Tingley Hospital Medical Advisory Committee and the Board of Directors was held at 12:30 P.M., Friday, September 19, 1975 at the Airport Marina Hotel in Albuquerque, N.M.

Board members present included James Davidson, Virgil McCollum, Betty Hamilton and Don Pettijohn. Also present were John Carr, Administrator, Dr. David H. Munger, Medical Director, and Mary E. Phillips. Medical Advisory Committee members present included Dr. George L. Dixon, Dr. Steven H. Feagler, Dr. Lewis M. Overton, Dr. Oren H. Ellis, Dr. Raymond Bagg, and Dr. William Westen.

Mr. Pettijohn and Mrs. Hamilton, newly appointed board members, and Dr. Oren H. Ellis, a new member of the M. A. C. replacing Dr. Louis Breck, were introduced to the group.

Dr. Dixon, Chairman of the M. A. C., in reviewing C. T. H. statistics presented by Dr. Munger at the morning meeting, commented on the following:

1. Continued increase in admissions, new admissions, number of clinic visits and new clinic patients.
2. Increase in number of C. T. H. specialty clinics and field clinics, reflecting a current emphasis in all hospitals on outpatient care.
3. Decrease in average length of stay. Dr. Dixon noted that, while the shorter average length of stay was also a national trend, he felt it was quite unique in a crippled children's hospital and indicated increased involvement of the parent in the care of the crippled child.
4. Decrease in average daily census.
5. The excellent attendance and participation in three annual seminars held at CTH (two orthopaedic, one on education of the handicapped child) with distinguished guest speakers at each.

Dr. Dixon stated that perhaps the most significant advance during the past year was the personal effort made by Dr. Munger in his state-wide screening for scoliosis in the public schools. The temporary appointment of Dr. Rae

Correspondence was noted from Dr. George Omer in which the board was informed that corrected C. T. H. hospital statistics had been sent to all physicians receiving the Annual Report of the Dept. of Orthopaedics, U. N. M. Medical School, for 1975.

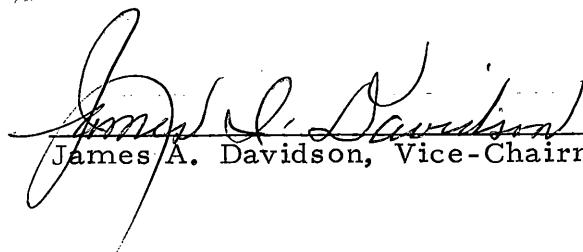
In reporting on status of the Maggie Davis Estate Mr. Carr noted that no bids had been received on the property at the public auction held on September 15; that a Notice of Public Sale would be published the week of September 22 offering the property for sale, subject to the approval of the State Board of Finance, by sealed bids which must be received by October 6.


At the request of the Employee Night Committee the date of Friday evening, November 21, 1975 was approved for the CTH Annual Employee Award Dinner. The board concurred with the Committee's request that no principal speaker be scheduled for the occasion.

A residency contract with the University of Colorado Medical Center for the 64th F. Y., wherein a sum in the amount of \$14,921 was indicated for services of two one-half time orthopaedic resident physicians, was approved by motion by Don Pettijohn, seconded by Betty Hamilton and passed. Mr. Carr indicated that the U. N. M. Medical School Residency Contract had not been finalized but a revised contract should be completed within the next two weeks.

The next board meeting was scheduled October 17, 1975.

The meeting adjourned at 11:20 A. M.


James A. Davidson, Vice-Chairman


Virgil McCollum, Secretary

Financial statements for the month of August, 1975, reviewed by Mr. Carr, reflected the following:

Operating Fund Cash Balance	\$ 115,356.44
Operating Fund Investments	20,000.00
Investment Fund Balances	
(Cash and Investments)	76,603.24

Operating Fund Expenses \$13,323 under budgeted projections.
Operating Fund Revenue \$68,246 over budgeted projections.

Overtime for the month of August \$453.71

A proposed 64th fiscal year operating fund budget was distributed to board members and discussed in detail by Mr. Carr. A summary of anticipated revenue and expenses indicated the following:

Revenue

General Fund Appropriation	\$ 1,588,949 (12.1% increase)
Other State Funds	<u>411,000</u>
Total Revenue	\$ 1,999,949

Expenses

Personal Services	\$ 1,243,364 (10.59% Increase)
Employee Benefits	191,999 (6.55% Increase)
Travel	23,145 (7.93% Increase)
Maintenance & Repairs	41,450 (13.8% Increase)
Supplies	189,025 (2.72% Increase)
Contractual Services	194,466 (16.10% Increase)
Other Operating Costs	66,500 (105.84% Increase)
Capital Outlay	<u>50,000</u>
Total Expenses	\$ 1,999,949

Following discussion motion was made by Virgil McCollum, seconded by Betty Hamilton and passed, that the proposed operating fund budget be approved as presented to the board.

A letter of resignation was acknowledged from Mary Emma Phillips, Adm. Specialist, who is retiring from state employment December 31, 1975. Mr. Davidson expressed the appreciation of the board for Mrs. Phillips' services during the past 18 years and extended best wishes following her retirement.

Following discussion motion was made by Betty Hamilton, seconded by Don Pettijohn and passed, that the cost of the above benefits be determined for employees of Carrie Tingley Hospital; that the Administrator encourage the Employee Relations Committee to initiate recommendations concerning same and present to the Board of Directors.

- C. Scheduled audit of all classified positions at Carrie Tingley Hospital by representatives of the State Personnel Office on September 26 and October 14.
- D. Survey by the Joint Commission on Accreditation of Hospitals to be conducted at CTH in February or March, 1976.
- E. Mr. Ed Navrot of Human Rights Commission of Santa Fe, N. M. to visit CTH on September 24, 1975 to assist Administrator in developing CTH Affirmative Action Plan.
- F. Opening of bids for automatic X-ray processor scheduled in Office of the State Purchasing Agent on September 22.
- G. Allison Engineering Co. to complete working drawings of improved electrical system at CTH by Friday, September 26. Mr. Carr stated that he anticipated submitting the drawings for approval to the architect of the Department of Finance and Administration within the next 30 days.
- H. Determination by auditors that the hospital was without umbrella liability coverage for a 28-day period during the 63rd F. Y. while the State Purchasing Agent was in the process of receiving and awarding bids for renewal of this insurance. (March 9, expiration date of old policy, to April 11, inception date of new coverage.)

Mr. Carr informed the board of his nomination to the Board of Directors of the New Mexico Hospital Association and asked for their philosophy regarding the Administrator's participation in such activities. He also inquired as to the board's interpretation of that portion of his contract which pertains to per diem for such association meetings which are mutually beneficial to the Administrator and the hospital. It was the consensus of the board that the Administrator should be encouraged to participate in such activities. Motion was made by Betty Hamilton, seconded by Virgil McCollum and duly passed, that pending the approval of the Office of the Attorney General, the Administrator be reimbursed travel and per diem when attending meetings of the New Mexico Hospital Association and the State Comprehensive Health Planning meetings.

CARRIE TINGLEY HOSPITAL

FOR CRIPPLED CHILDREN



OFFICE OF THE MEDICAL DIRECTOR

TRUTH OR CONSEQUENCES, NEW MEXICO
87901

TELEPHONE 894--2121

The following staff members are hereby reappointed to the
Carrie Tingley Hospital Medical Staff.

Active Staff

Munger, David H., M.D.
Medical Director

Bommelaere, Gary, M.D. - January 1, 1976
Pediatrician

Consulting Medical Staff with Full Clinical Privileges in Orthopaedic Surgery

Bagg, Raymond J., M.D.
Breck, Louis, W., M.D.
Coffey, H. Franklin, M.D.
Crowell, Edwin A., M.D.
Dixon, George, M.D.
Ellis, Oren H., M.D.
Feagler, Steven Henry, M.D.
Harvie, Keith, D.O.
Hidalgo, Rodrigo, M.D.
Kilpatrick, William C., Jr., M.D.
Leonard, Morton H., M.D.
Luekens, Claude A., Jr., M.D.
Maldonado, Frank P., M.D.
McRoberts, Robert, M.D.
Miles, James S., M.D.
Moon, Norman Francis, M.D.
Moore, John S., M.D.
Omer, George E., Jr., M.D.
Overton, Lewis W., M.D.
Rock, Richard Andrew, M.D.
Romine, John S., M.D.
Schatzman, Ronald C., M.D.
Simpson, J.C.F., M.D.
Turner, Robert S., M.D.
Weaver, James K., M.D.
Westen, William C., M.D.

Consulting Medical Staff with Full Clinical Privileges in Neurosurgery

Kaplan, Ralph J., M.D.
Pollay, Michael, M.D.

Consulting Medical Staff with Full Clinical Privileges in Neurology,
EMG & EEG

Seelinger, Don F., M.D.
Snyder, Russell D., M.D.

Consulting Medical Staff with Full Clinical Privileges in Pathology

Anderson, Robert E., M.D.
Black, W.C., M.D.
McConnel, Thomas S., M.D.

Consulting Medical Staff with Full Clinical Priviletes in Pediatrics

Aase, Jon, M.D.
Huchton, Paul J., M.D.
Mortimor, Edward A., Jr., M.D.
Nickey, Laurance N., M.D.
Rogers, Paul L., M.D.
Snyder, Russell, M.D.

Consulting Medical Staff with Full Clinical Privileges in Plastic Surgery

Gooding, Richard H., M.D.
Orgel, Michael G., M.D.

Consulting Medical Staff with Full Clinical Privileges in Radiology

Brogdon, Byron G., M.D.
McGuire, John M., M.D.

Consulting Medical Staff with Full Clinical Privileges in Urology

Borden, Thomas Allen, M.D.

General Surgery Consultant Staff

Haines, Edward T., M.D.

Paramedical Consultant Staff

Curtis, Conrad M., Ph.D.
Dalton, Leslie W., Jr., Ph.D.

Bush, Robert
Day, Treasure

Clinical Psychologist
Director, Speech & Hearing,
New Mexico State University
Certified Prosthetist and Orthotist
Registered Pharmacist

Resident Staff, January 1, 1976

Sergio D. Ilic, M.D.

University of New Mexico School of
Medicine

Stanley R. Lehman, M.D.

William Beaumont Army Medical Center

Thomas Mahony, M.D.

University of Colorado Medical Center

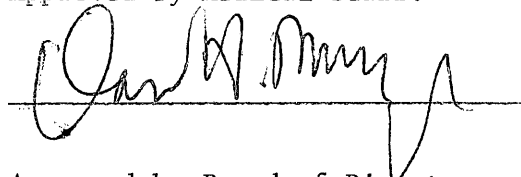
William A. Paton, M.D.

University of New Mexico School of
Medicine

John M. Veitch, M.D.

University of New Mexico School of
Medicine

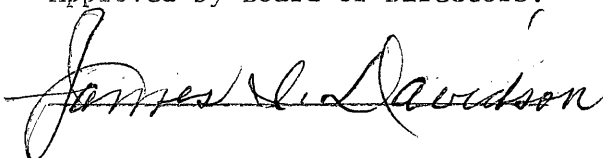
Approved by Medical Staff:



Date

12/12/75

Approved by Board of Directors:



Date

December 19, 1975

CARRIE TINGLEY HOSPITAL
CASH INCOME AND EXPENSE SUMMARY
64th F.Y. - March, 1976

1263

	Month		Year to Date		(Over) -
	Actual	Budget	Actual	Budget	Under
<u>INCOME</u>					
General Fund Approp.	118,125.00	118,125	1,063,125.00	1,063,125	-0-
Payment Title XIX & V	9,214.20	5,833	34,111.23	52,497	18,386
Payment Private	32,097.82	20,000	142,222.71	180,000	37,777
Land & Misc. State Income	20.00	3,667	87,744.61	33,003	(54,741)
Personnel Quarters - Meals	1,414.67	667	9,750.92	6,003	(3,748)
Other Revenue	173.85	333	4,885.84	2,997	(1,889)
Non-Budgeted: Title XIX Cost	2,000.00		2,000.00		(2,000)
" " Grants			1,100.00		(1,100)
TOTAL OPERATING FUND INCOME	163,045.54	148,625	1,344,940.31	1,337,625	(7,315)
Donations - Patient Ent. Fund	140.00		2,595.74		(2,596)
Interest - Investment Fund	1,207.41		5,906.40		(5,906)
Title I - ESEA - School Fund		1,083	10,741.00	9,747	(994)
GRAND TOTAL INCOME - ALL FUNDS	164,392.95	149,708	1,364,183.45	1,347,372	(16,811)
Investments Cashed					
TOTAL CASH RECEIVED	164,392.95	149,708	1,364,183.45	1,347,372	(16,811)
<u>EXPENSE</u>					
	Encumbrances				
Medical Expense 19,448.52	80,677.91	88,417	680,506.61	795,753	95,798
Dietary Expense 3,110.40	13,774.65	15,275	125,299.13	137,475	9,066
Maintenance Expense 6,124.46	27,999.24	26,117	245,234.95	235,053	(16,306)
Administrative Exp. 3,011.23	19,271.22	18,316	167,496.91	164,844	(5,664)
Non-Budgeted Expense	591.20		8,927.73		
TOTAL OPERATING EXP. 31,694.61	142,314.22	148,125	1,227,465.33	1,333,125	82,894
Patient Entertainment Expense	92.16		1,810.66		(1,811)
Investment Fund Expense					
Title I - ESEA - School Exp.	1,681.39	1,583	13,274.73	14,247	972
GRAND TOTAL EXPENSE-ALL FUNDS	144,087.77	149,708	1,242,550.72	1,347,372	82,055
Transfers -(to Investments)			40,000.00		
TOTAL CASH DISBURSED 31,694.61	144,087.77	149,708	1,282,550.72	1,347,372	82,055

CASH SUMMARY - OPERATING FUND

	Month	Year to Date
Beginning Cash	75,544.99	18,801.33
Cash Received	163,045.54	1,344,940.31
Encumbrances, Last Month		
Cash Disbursed	142,314.22	1,227,465.33
Cash Balance	96,276.31	96,276.31
Encumbrances, This Month	31,694.61	31,694.61
Unencumbered Cash	64,581.70	64,581.70

CASH SUMMARY - ALL FUNDS

	Month	Year to Date
Beginning Cash	89,697.78	28,370.23
Cash Received	164,392.95	1,364,183.45
Encumbrances, Last Month		
Cash Disbursed	144,087.77	1,282,550.72
Cash Balance	110,002.96	110,002.96
Encumbrances, This Month	31,694.61	31,694.61
Unencumbered Cash	78,308.35	78,308.35

INVESTMENT SCHEDULE

<u>Operating Fund</u>		
Certificates of Deposit		60,000.00
<u>Investment Fund</u>		
restricted -		
Cash	11,658.49	12,280.49
Certificates of Deposit		25,000.00
U. S. Treasury Bills (Restricted)		45,000.00
TOTAL INVESTMENT FUND		82,280.49
GRAND TOTAL - ALL INVESTMENTS		

P/R - 802.63
 apr - 95473.68
 Invest - 12,280.49
 Pat. Ent - 3,718.80
 School - {2,272.64} {2,330.05} 57.41
 110,002.96
 142,280.49

CARRIE TINGLEY HOSPITAL
BALANCE SHEET

<u>OPERATING FUND</u>		<u>June 30, 1975</u>	<u>March 31, 1976</u>
Cash in Bank - Hot Springs		13,508.27	95,473.68
Cash in Bank - First State		5,293.06	802.63
Petty Cash		315.00	315.00
Investments		20,000.00	60,000.00
Accounts Receivable - Patients	251,536.22	289,599.44	
Less Allowances	<u>100,614.49</u>	<u>115,839.77</u>	
Net Receivables - Patients		150,921.73	173,759.67
Employees Receivables		(3.30)	-0-
CCS Clinics Receivables			114.00
Inventory - Supplies		<u>81,021.42</u>	<u>81,021.42</u>
TOTAL - OPERATING FUND ASSETS		<u>271,056.18</u>	<u>411,486.40</u>
<u>INVESTMENT FUND</u>			
Cash in Bank - Hot Springs		6,374.09	12,280.49
Investments - C/D's		70,000.00	25,000.00
Investments - Treasury Bills (restricted)			45,000.00
TOTAL - INVESTMENT FUND ASSETS		<u>76,374.09</u>	<u>82,230.49</u>
<u>PATIENT ENTERTAINMENT FUND</u>			
Cash in Bank - Hot Springs		<u>2,933.72</u>	<u>3,718.80</u>
<u>PLANT FUND</u>			
Land		10,000.00	10,000.00
Buildings & Structures		2,906,230.89	2,906,230.89
Furniture, Fixtures, Equipment		<u>343,671.60</u>	<u>343,671.60</u>
TOTAL - PLANT FUND ASSETS		<u>3,259,902.49</u>	<u>3,259,902.49</u>
<u>TITLE I - SCHOOL FUND</u>			
Cash in Bank - Hot Springs		261.09	(2,272.64)
Accounts Receivable - Title I		<u>6,671.00</u>	<u>9,814.21</u>
TOTAL - TITLE I SCHOOL FUND ASSETS		<u>6,932.09</u>	<u>7,541.57</u>
<u>GRAND TOTAL - ALL ASSETS</u>		<u>3,617,198.57</u>	<u>3,764,929.75</u>
<u>OPERATING FUND - LIABILITIES</u>			
Encumbrances			31,694.61
Accounts Payable - General		6,977.82	-0-
Accounts Payable - DPW (CCS)		200.00	200.00
Accounts Payable - Grants		<u>1,781.71</u>	<u>1,072.25</u>
TOTAL LIABILITIES		<u>8,959.53</u>	<u>32,966.86</u>
OPERATING FUND BALANCE		262,096.65	378,519.54
INVESTMENT FUND BALANCE		76,374.09	82,230.49
PATIENT ENTERTAINMENT FUND BALANCE		2,933.72	3,718.80
PLANT FUND BALANCE		3,259,902.49	3,259,902.49
TITLE I - SCHOOL FUND BALANCE		<u>6,932.09</u>	<u>7,541.57</u>
TOTAL - FUND BALANCES		<u>3,608,239.04</u>	<u>3,731,962.89</u>
<u>GRAND TOTAL - LIABILITIES & FUND BALANCES</u>		<u>3,617,198.57</u>	<u>3,764,929.75</u>

Old Business

A. The Board reconsidered its Non-Solicitation Policy at the request of a representative of the Colonial Life Insurance Company. The Board found no reason to revise the present policy.

B. Admission Policy: The Board discussed the admission of Kristen Hickerson of El Paso. Mr. Carr explained that she is eligible for CCS in Texas and therefore would receive totally free care if taken care of there. However, she prefers to come to Carrie Tingley for treatment. Since the family does have insurance which will pay 80% of the bill, and since the only cost to care for her will basically be those expendible supplies used in her care, it was moved by Betty Hamilton, seconded by Virgil McCollum, that she be admitted and that any payment made by insurance be accepted as total payment for the bill.

New Business

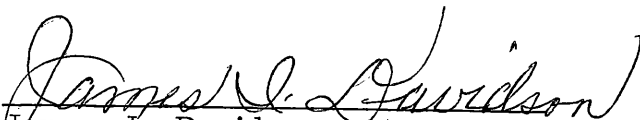
A. Discussion of the possible impact of Assistant Attorney General Robert Engle's April 5, 1976, letter to the Director for Finance and Administration regarding the designation of banks as fiscal agents and checking depositories for state monies.

B. Malpractice Insurance: Mr. Carr informed the Board that Frank O. Papen & Company had agreed to extend our "Umbrella" policy which would have expired on April 8, 1976, until July 8, 1976, when the master policy will expire. Since we now fall under the new Sovereign Immunity Law and since there are still many unanswered questions about the law, we do not know if insurance will be available. Mr. Carr told the Board he would continue to work on this matter and keep them informed.

Miscellaneous

The Board reviewed notes from their January 1975 meeting with Dr. Leonard Napolitano, Dean, UNM Medical School. Informal discussion was held concerning the meeting with Dr. Napolitano scheduled for 2:00 p.m. that afternoon. The purpose of this meeting will be to discuss the possible duplication of efforts, advise the Dean of the present position of Carrie Tingley Hospital and to review the relationship between the two facilities.

Being no further business, the meeting was adjourned at 12:15 p.m.


James I. Davidson
Chairman

B. Information on the Employee of the Quarter award which was presented to Irene Vasquez, Clinic-Admissions, on March 24, 1976, by the Department Head group.

C. Article on use of Carrie Tingley Hospital's boilers for the disposal of 600 pounds of confiscated marijuana by Sierra County Sheriff's Department.

D. Article from Washington Developments on Medicare Reform Bill introduced by Senator Talmadge.

E. Notification that Carrie Tingley Hospital was named beneficiary in the Last Will and Testament of Newton A. Paradine. Mr. Carr said that he believed this bequest was for the Foundation and would check it out. Income should amount to approximately \$10,000.00.

F. Status of swimming pool policy: Mr. Carr informed the Board that the hospital's Department Head group had requested the opportunity to provide input in revising the policy. Presentation of ideas consolidated from all groups will be made at the next meeting.

G. Mr. Carr requested Board clarification on the recruitment trip for a Rehabilitation Psychologist he made in December for the Board as to whether or not this trip constituted one of the two trips provided for in his contract. It was the definite opinion of the Board that the trip was made specifically at their request and was not to be considered one of the two trips allowed by contract. A motion to this effect was made by Don Pettijohn, seconded by Virgil McCollum, and unanimously passed.

H. Mr. Carr informed the Board on the establishment of the Governor's Sub-Cabinet Groups. The Sub-Cabinet Group concerned with hospitals meets the second Monday of every month at 10:00 a.m. in Santa Fe.

I. Mr. Carr requested that the July meeting be moved to the fourth Friday due to the time involved in preparing the year-end reports. This was agreeable to all, and the date was set for July 23rd, Friday. At the same time, meeting dates for May and June were decided and are: Saturday, May 22nd, and Friday, June 18th.

In the absence of Bea Cleveland, Business Manager, Mr. Carr reviewed the Financial Statements. The Balance Sheet and Cash Income and Expense Summary are attached and made a part of these minutes? Overtime for the month of March totalled \$219.40. Average bank balances as of March 31, 1976:

Hot Springs National Bank:	\$153,251.00
First State Bank:	\$ 33,503.00

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

The Board of Directors of Carrie Tingley Hospital held its regular monthly meeting at 8:30 a.m., Friday, April 16, 1976, at the Airport Marina Hotel, Albuquerque, New Mexico. Members present were Mr. James I. Davidson, Mr. Virgil McCollum, Mrs. Betty Hamilton, Mr. Don Pettijohn and Mrs. Karen Gentry, newly appointed Board member. Also present were Mr. John Carr, Administrator, Dr. David H. Munger, Medical Director, Mrs. Karen Baize, Administrator's Secretary, and Mrs. Carol Pettijohn.

The first item of business was the introduction and welcome of Karen Gentry of Carlsbad who was appointed to the Board on March 24, 1976.

Minutes of the previous meeting were approved by motion of Betty Hamilton and second by Virgil McCollum.

Report of the Medical Director included the following:

A. Statistics for the month of March 1976.

B. Dr. Munger notified the Board that a meeting of the Medical Advisory Committee (MAC) was being arranged in conjunction with the June Seminar. Dr. Munger also reviewed plans for a one-day seminar in August for pediatricians and general practitioners. Dr. Munger also commented that the addition of Dr. Bommelaere as Pediatrician to the medical staff was a very positive step in increasing the quality of care provided at Carrie Tingley Hospital.

C. In the area of recruitment for an Associate Medical Director, Dr. Munger informed the Board that Dr. Frederick Sherman had made formal application for the position and would be available in August. Discussion then focused on whether the Board felt it necessary to provide housing for the Associate Medical Director and after considerable deliberation, it was moved by Betty Hamilton, seconded by Don Pettijohn, and unanimously passed that the Board would agree to provide, within a reasonable period, adequate housing for the Associate Medical Director. Several options available regarding the housing were discussed, and it was decided that a definite decision would have to be made by the next meeting. Decidely, cost estimates on all possibilities explored should be obtained for the Board's review at that time. By motion of Betty Hamilton, second by Don Pettijohn, it was passed that a starting salary of \$33,600.00 per annum be offered Dr. Sherman.

The Administrator's report included the following items:

A. Article of interest from the April issue of Hospitals, J.A.H.A., entitled, "Accountability Vested in Trustees."

Board's appreciation of the efforts of Mrs. Cleveland and her department which resulted in such a sound audit report.

Mr. Carr briefly reviewed the Utilization Review Plan adopted by the Board at its previous meeting, reporting that the plan had been approved by H.E.W., and that we had sent a letter to the N.M.P.S.R.O. requesting information on obtaining delegated status as a hospital.

Mr. Carr reported that he had spoken with representatives of Chardan's Boiler Service and Presbyterian Hospital regarding removal and installation of the two boilers at Carrie Tingley. They are in agreement that once the boilers are actually here, it will be easier to make a more accurate estimate regarding installation costs. Mr. Carr stated that most likely the installation will have to be arranged on a cost-plus basis, and is hopeful that the entire job will only run about \$20,000.00. Chardan's hopes to have the boilers here within the next thirty days.

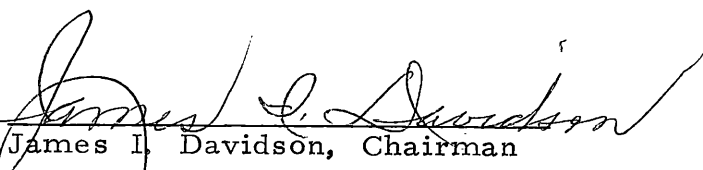
The Board reviewed the revised swimming pool regulations submitted by the Employee Relations Committee. Mr. Carr reported that he had talked with Bill Grindell of Frank O. Papen Co., insurance agent, who had informed him that the pools were covered by the hospital's existing liability policy. Mr. Grindell emphasized that in an accident case, the persons must prove negligence on the part of the hospital; therefore, it is imperative that the hospital take all precautions to eliminate any such claim. Several suggestions resulted from the discussion of the policy. Mr. Carr suggested consolidation of all ideas and the presentation of them to a large segment of hospital employees for their reaction and then reporting back to the Board at the next meeting.

Mr. Carr reviewed the report of the State Fire Marshal of the inspection which was conducted on February 17, 1976. Administration took exception with Items 8, 15 & 16 and will request clarification from the State Fire Marshal's Office on Item 16 because of the tremendous cost involved.

Senate Bill 50 (Sovereign Immunity Law) was discussed briefly. Mr. Carr informed the Board that he is encountering difficulty in finding someone who understands the bill completely and is concerned that it will have an impact on rebidding our insurance in July.

Following a telephone call to Dr. Napolitano's office, UNM Medical School, arrangements were made for the Board members to meet with him at his office at 2:00 p.m., Friday, April 16th. Therefore, the next regular meeting of the Board was also scheduled for April 16, 1976, at 8:30 a.m., at the Airport Marina Hotel, Albuquerque, New Mexico.

Being no further business, the meeting adjourned at 12:15 p.m.


James I. Davidson, Chairman

E. Copies of a congratulatory letter sent by Mr. Carr to a hospital employee were given to the Board for review. Mr. Carr requested the Board's permission to act in their behalf in such matters. All Board Members present agreed to this arrangement.

At the request of Don Pettijohn, an update of the Darcil Sanders situation was presented by Mr. Carr covering the pre-hearing held in Santa Fe and that portion of the hearing held at Carrie Tingley on March 9, 1976. He also informed the Board that at that time no date had been set for a continuance of the hearing, but it is expected to require another 2-3 days to complete.

Brief discussion regarding employee use of POV for hospital business without reimbursement ensued. Virgil McCollum suggested that perhaps the matter beared looking into, particularly in the area of insurance coverage, etc.

Mr. Carr discussed the prospect of utilizing funds from the Maggie Davis Estate which she earmarked for capital expenditures and/or research, for the purchase of a new x-ray unit costing approximately \$45,000.00. Mr. Carr also reported that Dr. Munger felt that a portion of the existing unit could be installed in the surgical unit and this possibility should also be looked into.

Financial Statements for the month of February reviewed by Mrs. Cleveland reflected the following:

Unencumbered Cash Balance:	\$56,127.91
Operating Fund Investments:	\$60,000.00
Investment Fund Balance:	\$81,073.08
Operating Fund Expenses to 2/29/76:	\$88,769.00 (under budget)
Operating Fund Revenue:	\$ 7,105.00 (under budget)

Overtime for the month of February totalled \$200.25.

Average bank balances as of February 29, 1976:

Hot Springs National Bank:	\$152,566.00
First State Bank:	\$ 42,301.00

Mrs. Cleveland reviewed the audit report for the 63rd fiscal year which was completed by Cooper, Burrows & Co., Las Cruces, New Mexico, indicating that financial statements presented fairly the financial position of Carrie Tingley as of June 30, 1975. Mrs. Cleveland reported that the supporting Exhibits and Schedules contained in the audit agreed with Business Office records with only a few minor, explainable exceptions. General discussion on the audit was held covering P.E.R.A., Title XIX cost reimbursement, accumulated depreciation noted and the decrease in uncollectable allowance from 60% back to the original 40%. It was noted by Mrs. Cleveland and Mr. Carr that the audit failed to pick up the Maggie Davis Estate as a restricted fund. Mr. Davidson expressed the

in running the power lines underground as suggested by the Board. This cost estimate was between \$25,000.00 and \$30,000.00. Mr. Carr explained that another option available and being pursued was that of the addition of two more utility poles before cutting across, leaving a major portion of the southeast section of the property cleared for future construction if necessary.

B. Mr. Carr informed the Board that the Governor had signed the Carrie Tingley remodeling appropriations bill on March 9, 1976. He also reported that a pre-construction conference had already taken place with the contractor, engineer and hospital personnel and that the outlook was very good. Closing of the surgical unit has been scheduled the last week in June and first week of July during the transition between residents. Mr. Carr pointed out that the major concern was not the installation of the air conditioning system, but the electrical modifications necessary from outside and through the hospital to the unit. The other major problem was that the Acute Care Ward would have to be closed for about six weeks while modifications and work are done. Therefore, Girls' Ward will have to be remodeled as soon as possible to accomodate patients from the Acute Care Ward when the contractor is ready to begin work there. Mr. Carr will try and have some cost estimates for the remodeling required in Girls' Ward for the Boards' review at the next meeting. Betty Hamilton asked whether or not this work would have to be put out to bid or if hospital personnel could handle it. Mr. Carr indicated that the basic areas requiring attention to accomplish the move could probably be handled by our existing staff; however, some of the other more complex work will have to be put out to bid later.

C. Mr. Carr expressed concern that six (6) employees promoted as a result of the personnel audit had received at least a 3 Range increase but had gone up only one step in salary. Mr. Carr recommended to the Board that those employees be given two step increases instead of one, an option available to the hospital. Betty Hamilton asked Sonny Payne, Employee Relations Committee representative, if such action by the Board would result in an unfavorable reaction from other employees, to which Mr. Payne answered that he did not believe so. It was moved by Virgil McCollum, seconded by Don Pettijohn and passed that approval be given to raise those six employees two steps as recommended.

D. Mr. Carr reported that the Shriners had accepted the two bids for the sale of property from the Maggie Davis Estate which the Board had approved at its last meeting, and informed the Board that he had a deed requiring signature of the Secretary of the Board for the sale of the house and lots in town and for the Cutter and Caballo property. It was moved by Betty Hamilton, seconded by Don Pettijohn and passed that the Secretary be so authorized.

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

The Board of Directors of Carrie Tingley Hospital held its regular monthly meeting at 8:30 a.m., Friday, March 19, 1976, at Carrie Tingley Hospital. Members present were Mrs. Betty Hamilton, Mr. James I. Davidson, Mr. Virgil McCollum and Mr. Don Pettijohn. Also present were Mr. John L. Carr, Administrator, Mrs. Bea Cleveland, Business Manager, Mr. Sonny Payne, Employee Relations Committee, and Mrs. Karen Baize, Administrator's Secretary. Absent because of the Las Vegas CCS Clinic was Dr. Munger, Medical Director.

Prior to the opening of the meeting, Mr. Carr distributed copies of the book he had ordered for the Board members entitled, Governing Hospitals: Trustees and the New Accountability.

Minutes of the previous meeting were approved by motion of Virgil McCollum, seconded by Betty Hamilton and duly passed.

In Dr. Munger's absence, the report of the Medical Director was presented by Mr. Carr and included the following:

- A. Review of statistics for the month of February 1976.
- B. Presentation to the Board for approval of an Application for Appointment to the Medical Staff (Consultant) for Dr. Thomas J. Scully. Following a brief discussion as to Dr. Scully's qualifications, it was moved by Virgil McCollum, seconded by Betty Hamilton, and passed to approve the application.
- C. Presentation for the Board's review of the Curriculum Vitae submitted by Dr. Munger for Dr. Frederick C. Sherman, currently a Fellow in Pediatric Orthopaedics at Boston Children's Hospital. Dr. Sherman and his wife were visiting Carrie Tingley in connection with the Associate Medical Director position. Mr. Carr reported that Dr. Sherman was particularly interested in continuing in children's orthopaedics and also in working with Dr. Munger. The Board was very impressed with Dr. Sherman's credentials and was fortunate enough to get to meet and visit with Dr. Sherman and his wife during the course of the meeting.

The report of the Administrator included the following:

- A. Reporting on the status of the easements requested by the City of Truth or Consequences, Mr. Carr informed the Board that the sewer easement had been signed and the sewer line was already in. The easement on the electrical routing has not yet been signed due to the information received from the city regarding the cost involved

The Board then reviewed the present swimming pool regulations and expressed dissatisfaction with the existing policy. On motion by Don Pettijohn, seconded by Betty Hamilton, and passed unanimously, the policy will be referred back to the Employee Relations Committee and the Administrator for specific recommendations.

Mr. Carr presented to the Board a proposal to create a new accountant position in the business office. He explained that during her tenure at Carrie Tingley, Mrs. Cleveland had spent the bulk of her time doing routine, day to day accounting functions and that the institution is presently faced with several major projects requiring her expertise. Mr. Carr proposed that a new accountant position be added in the business office, thereby freeing Mrs. Cleveland's time for the more complicated accounting needs. The recommendation was approved on motion by Virgil McCollum, seconded by Don Pettijohn.

The Board then received bids on two pieces of property from the Maggie Davis Estate as follows: Lots 9, 10, 11 & 12, Block 5 of the Miller Addition to the Cutter Townsite from the King Survey. Bids were received as follows: Mr. Ralph Rainwater, Mountainair, NM, bid \$100.00; Mr. Harvey Chatfield, Caballo, NM, bid \$110.00. The high bid of \$110.00 from Mr. Chatfield was accepted on motion by Virgil McCollum, seconded by Betty Hamilton. Tract 5, as advertised on October 2, 1975, consisting of a lot 150' x 160' in the Caballo Lake area: Mr. Harvey Chatfield bid \$250.00; no other bids were received. On motion by Betty Hamilton, seconded by Virgil McCollum, the bid was accepted.

The Board then reviewed briefly a utilization review plan presented by Dr. Munger and Mr. Carr. On motion by Don Pettijohn, seconded by Virgil McCollum, the plan was approved pending a more detailed study at the next board meeting.

The date of the next meeting was set for March 19, 1976, at 8:30 a.m.

There being no further business, the meeting was adjourned at 12:45 p.m.

Respectfully submitted.


James L. Davidson
Vice-Chairman

Financial statements reviewed by Mrs. Cleveland reflected the following:

Unincumbered Cash Balance:	\$ 61,586.61
Operating Fund Investments:	\$ 60,000.00
Investment Fund Balance:	\$ 80,989.75
Operating Fund Expenses to 1/31/76:	\$ 78,025.00 (under budget)
Operating Fund Revenue:	\$ 9,485.00 (over budget)

Mrs. Cleveland then distributed the audit report from Cooper & Burroughs. In view of the fact that the Board had not had an opportunity to review the audit, it was postponed until the next meeting.

Mr. Carr then reviewed briefly the survey by the Joint Commission on the Accreditation of Hospitals, pointing out those deficiencies discussed at the exit interview. Mr. Carr expressed his appreciation to Mrs. Hamilton for being present during this survey. Mrs. Hamilton pointed out that the doctor on the survey team had stated that Carrie Tingley had the best medical audit and the best medical records he had seen in his several years of surveying hospitals. She also pointed out that one of the comments made by the administrative survey team member was that the Department Heads be included in the budget process. Mr. Carr agreed that this should take place.

The Board then reviewed two easements requested by the city, one for re-routing the sewer line from Carrie Tingley Hospital, and the other for re-routing the existing electrical service. After reviewing the sites in question, it was moved by Don Pettijohn, seconded by Betty Hamilton, and carried unanimously, that Mr. Carr be authorized to execute the easements, but that he attempt to negotiate with the city to place the power lines underground if at all possible.

After review and considerable discussion of the admission policy, it was decided that the approval of the policy be postponed pending development of a financial analysis system for patients being admitted. The Board asked that a progress report be made at the next meeting on the development of the policy, and that the policy be completed no later than the May Board Meeting.

Mr. Carr then presented for the Board's consideration a proposal from Chardans Boiler Service of Albuquerque in which they proposed to remove three Cleaver-Brooks boilers from Presbyterian Hospital in Albuquerque and to transport two of those boilers to Carrie Tingley, with one to become the property of Chardans. The proposed cost of removal and shipment is \$4,541.00. The letter also proposed the installation of the two new boilers at Carrie Tingley at a cost of \$18,646.00. On motion by Don Pettijohn, seconded by Betty Hamilton, and carried unanimously, the Board directed that we accept that portion of the bid calling for removal and transportation of the boilers to Carrie Tingley Hospital, but that we negotiate or perhaps re-bid the installation portion.

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS MEETING

The Board of Directors of Carrie Tingley Hospital held its regular monthly meeting at 8:30 a.m., Saturday, February 28, 1976, at Carrie Tingley Hospital. Members present included Mr. James Davidson, Mr. Don Pettijohn, Mr. Virgil McCollum and Mrs. Betty Hamilton. Also present were Mr. John Carr, Administrator, Dr. David Munger, Medical Director, Mrs. Bea Cleveland, Business Manager, and Sonny Payne, representative of the Employee Relations Committee.

Minutes of the previous meeting were approved with minor revisions. On a motion by Betty Hamilton, seconded by Don Pettijohn, and carried unanimously, the Board requested that in the future any members absent from the meeting be recorded in the minutes.

Report of the Medical Director included the following:

- A. Review of statistics for the month of January.
- B. Status report on recruitment for an Associate Medical Director. Dr. Munger reported that he had made arrangements for Dr. Johnston and Dr. Skully to come to Carrie Tingley Hospital to serve in his absence for a week at a time this summer. It was moved by Virgil McCollum, seconded by Don Pettijohn, and unanimously carried that when such arrangements are made, the doctors covering for Dr. Munger be paid the salary as budgeted for the Associate Medical Director plus free room and board.
- C. Dr. Munger then reviewed a letter he had sent to Drs. Nickey and Huchton of El Paso, Texas, expressing our appreciation for their services as pediatricians at Carrie Tingley Hospital prior to Dr. Bommelaere's arrival. It was suggested that perhaps they could be invited to the next employee award dinner to be recognized and our appreciation more directly expressed.
- D. Dr. Munger then announced that Dr. Steele, the Chief of the Shrine Hospital in Philadelphia, has been scheduled for the June seminar as guest lecturer.

The Administrator's report included the following:

Mr. Carr showed the Board a new book entitled, "Governing Hospitals: Trustees and the New Accountability." Mr. Carr explained that he had ordered copies of the book for the Board and would be distributing them as soon as they arrived.

The Board then reviewed at length the final report of the State Personnel Department cyclical audit of job descriptions at Carrie Tingley Hospital. The Board asked that the following actions be taken prior to the next meeting:

1. Ask State Personnel to re-review the job description on Position 01-10-20.
2. That Mr. Carr explore the possibility of re-writing the job description on Position 20-12-01.
3. That Mr. Carr explore the possibility of re-writing job descriptions to obtain a more sufficient balance of Utility Workers and Maintenance Worker 1 in the Maintenance Department.


Mr. Carr reported that he would get a memo out to all employees indicating that the audit was being reviewed by the Board and that implementation was still planned for the first pay period in March.

Mr. Carr then reported to the Board on the status of the Board's prior request to explore introduction of legislation to allow for the admission of adult patients at Carrie Tingley Hospital. He reported that after discussing the matter with representatives of the Attorney General's Office, it was their initial opinion that the Board of Directors could establish admission policies to allow for the admission of adults under the existing regulations. After considerable discussion, the Board directed Mr. Carr to draft a proposed admission policy for consideration at the next Board meeting.

Mr. Carr then presented the Board with a letter of final decision which was submitted to Mr. Sanders on Friday, January 23, 1976. Mr. Carr informed the Board that he was under the impression Mr. Sanders would probably pursue the matter through all levels of appeal. The Board then considered the hiring of two specific employees who had members of their immediate family already working at Carrie Tingley. The Board reviewed its policy of July 18, 1975, and subsequently took the following action: on motion by Betty Hamilton, seconded by Don Pettijohn, and carried, the Board authorized the hiring of Karen Baize as an Administrative Secretary, and Gerald Janos in the Maintenance Department.

The date of the next Board meeting was set for Saturday, February 28, 1976, at 8:30 a.m.

The meeting adjourned at 3:30 p.m.


James I. Davidson
Vice-Chairman

Following considerable discussion, it was moved by Don Pettijohn, seconded by Betty Hamilton, to request permission from DFA to pay the professional membership fees for Dr. Munger in the following organizations: (1) Scoliosis Research Society, (2) American Academy of Orthopedic Surgeons, and (3) The International Pediatric Orthopedic Society. The motion carried. The Board also instructed Mr. Carr to explore other professional categories in the institution to determine if there were similar professional fees which should be considered for payment.

The Administrator's report included the following items:

- A. Report on a non-damaging fire which occurred in the Laundry.
- B. If finances are available later in the year, Mr. Carr hopes to purchase an automobile out of this year's funds which had been budgeted for the next fiscal year.
- C. Mr. Carr is looking into the possibilities of obtaining three good, used boilers from Presbyterian Hospital Center in Albuquerque for paying the cost of their removal.

Financial statements reviewed by Bea Cleveland reflected the following:

Operating Fund Income to 12/31/75:	\$ 33,443.00 (over budget)
Operating Fund Expenses to 12/31/75:	\$ 71,981.00 (under budget)
Unimcumbered Cash Balance:	\$ 74,440.37
Operating Fund Investments:	\$ 60,000.00
Investment Fund Balance:	\$ 80,885.59

Pending completion of a contract with Dr. Bommelaere, it was moved by Betty Hamilton, seconded by Don Pettijohn, and carried unanimously, that Dr. Bommelaere be authorized board and room at the Hospital.

Mr. Carr then reported that a contribution in the amount of \$500.00 had been received from the Carl C. and Marie Anderson Charitable Foundation.

Mr. Carr then pointed out that the survey of the Joint Commission on Accreditation of Hospitals had been scheduled for Wednesday, February 11, 1976. The Board discussed the participation of Board Members in the survey, and Mr. Carr pointed out that such participation was encouraged by the Joint Commission.

Mr. Carr then reported that the New Mexico State University contracts concerning Nursing and SBP, as approved by the Board at the last meeting, were returned by the Attorney General's Office asking for clarification on the items coverage under our Liability Insurance and Workmen's Compensation. Mr. Carr reported that he was pursuing those matters and would report further to the Board.

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS MEETING

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 10:00 a.m., January 24, 1976. Board members present included James Davidson, Betty Hamilton and Don Pettijohn. Also attending were John L. Carr, Administrator, Dr. David Munger, Medical Director, Bea Cleveland, Business Manager, and Sonny Payne, Employee Relations Committee Chairman.

On motion made by Don Pettijohn, seconded by Betty Hamilton, and passed, the minutes of the regular Board Meeting held on December 19, 1975, were approved.

Report of the Medical Director included the following:

- A. Statistics for the month of December 1975.
- B. Report on the recruitment efforts for an Associate Surgeon, including references concerning Dr. Johnston and Dr. Skully.
- C. A brief schedule of events for the next several months, including the scheduling of the regular Orthopedic Seminar in June, and the Pediatric-General Practitioner Seminar to be held in August. Dr. Munger also reported that he had been requested to present a series of lectures in Hawaii during the month of March and had made a tentative commitment to accept. Mr. Carr pointed out that it had been the Board's policy in the past to allow for administrative leave when such presentations were to be made. It was moved by Betty Hamilton, seconded by Don Pettijohn, that the Board instruct Dr. Munger to accept more national and international invitations to speak, as it was felt the reputation of the institution and thereby, the referrals from an expanding geographic area could be increased. The motion carried unanimously.
- D. Dr. Munger explained that he was being sponsored for membership in the International Pediatric Orthopedics Society and also the Scoliosis Research Society. He pointed out that these were extremely exclusive organizations with very limited membership and with membership carrying very high prestige. He emphasized that he had not yet been offered membership, but his name had been submitted. Mr. Carr pointed out that the State of New Mexico did allow for the payment of certain professional fees, if submitted to and approved by the Department of Finance and Administration.

This Grievance procedure has been approved by the Employee Relations Committee this 8th day of December, 1975

Mary Lou Sanchez
Mary Lou Sanchez, Chairman

Betty Miller by M.L.S.
Betty Miller, Co-Chairman

Betty Jones
Betty Jones, Secretary

Jerry Klingbeil

Donald Apodaca

Marguerite Folk

Theresa Wright

A. J. Payne

Eloy Padilla by M.L.S.

Approved by the Board of Directors December 19, 1975.

soon as possible. Ask for a time to discuss your problem in private. Be prepared to offer a suggested solution to the problem. The supervisor can promptly settle most difficulties that arise in day-to-day working relationships. A frank talk with the supervisor is the easiest and most effective way of dealing with problems.

In most cases this will be the only step necessary. However, if you are not satisfied with the decision of your supervisor, then you may proceed to Step 2.

Step 2: Contact an Employee Relations Committee Representative.

This representative, or perhaps more than one representative, of the Committee will discuss the grievance with the employee and Department Head. Often the opportunity to discuss a problem with other employees on an unofficial basis can clarify the situation and perhaps even offer a solution without going further.

If it is felt a formal hearing before the full Committee is necessary, the Chairman will be notified and a meeting scheduled. In this case, written reports will be requested from both the employee and the Department Head.

If it is necessary to proceed with Step 3 because an Administrative decision must be made on the Committee's suggestion, the Employee Relations Committee will submit a written report of its findings and recommendations to the Administrator. If either the employee or Department Head is not in agreement with the Committee's recommendation and wishes to proceed with Step 3, he will submit in writing his reason for disagreement with the recommendation and what resolution he hopes for.

Step 3: Request a hearing before the Administrator

The Administrator will schedule the hearing. Attending such hearing will be the grievant, a representative of the grievant's choice if he so desires, the Department Head, and such other representatives the Administrator feels appropriate.

A decision shall be made by the Administrator. The grievant, the supervisor, and the Department Head shall be notified in writing by the Administrator. If the employee is not satisfied with the decision of the Administrator he may proceed to Step 4. The Board shall be informed, in writing, by the Administrator of all grievances which reach Step 3.

Step 4: Request a hearing before the Hospital Board of Directors

This request must be made in writing to the Administrator. The Administrator will immediately notify the Board of the request for a hearing. The Chairman of the Board shall schedule the time and place for the hearing.

Such hearing may be at a regularly scheduled meeting of the Board or at a special meeting, as determined by the Chairman. The grievant will be notified regarding the date and time of the hearing. The grievant may be accompanied by a representative of his choice at this hearing.

The grievant will be personally notified of the decision of the Board hearing by the Chairman of the Board of Directors.

Step 5: Request a hearing before the State Personnel Board

If the grievance meets the criteria for such hearings the employee may request a hearing before the State Personnel Board, as outlined in State Personnel regulations.

EMPLOYEE GRIEVANCE PROCEDURE

November 5, 1975

Purpose

The purpose for establishing this Grievance Procedure is to allow for the accomplishment of the following objectives:

- (1) To provide the employee with an easily accessible and fair means of being heard.
- (2) To alert management in a systematic way to causes of employee dissatisfaction and to provide a formal mechanism to ensure a prompt and equitable response.
- (3) To contribute in a positive way toward the development of mutual respect and trust through communication and ultimate reconciliation between hospital supervisor and employees.

Grievance

A grievance is anything in the employee's work relationship that is a cause for distress, a reason for complaint or resistance, or a feeling of having been treated unfairly.

Procedure

Listed below are the steps which an employee must follow to obtain satisfaction from a grievance. The use of this procedure is the right of the employee and he will not be treated prejudicially for using it. However, it is also a privilege of a democratic society, which he is expected to use reasonably and in good faith. Steps must be followed in order. No appeal to a higher authority will be accepted unless prior steps are fully implemented. The grievant may secure assistance if desired, in following the steps and writing the necessary reports.

Decisions shall be made within three working days in steps 1, 2, and 3 and as soon as possible in steps 4 and 5. If a decision cannot be made within these time limits the grievant will be informed of the reason for the delay and a reasonable time limit set.

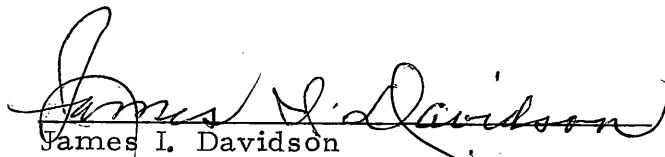
If the grievance involves permanent or temporary loss of work and is decided in favor of the employee, it shall be the responsibility of the administrator or the last reviewing authority (Hospital Board of Directors, or State Personnel Board) to determine if back salary and seniority lost during the grievance are to be reinstated for the period of lost work.

Every grievance must be answered; it cannot be thrown out for any reason. If a grievance is not understood, the employee submitting the grievance shall be allowed to explain the grievance.

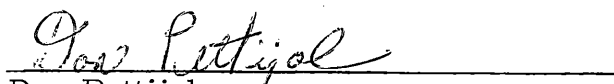
Step 1:

Discuss your Grievance with your immediate supervisor. This should be done as

That the board feels it imperative that Carrie Tingley be included in any process involving the development of a state-wide rehabilitation and other applicable programs and directs the Administrator and Medical Director to become so involved.


James I. Davidson


Betty Hamilton


Don Pettijohn

Done at Truth or Consequences, N. M. this 19th day of December, 1975.

RESOLUTION

WHEREAS, we, the Board of Directors of Carrie Tingley Hospital, have, during the past several months, and also at a special meeting of the board on December 7, 1975, discussed at length potential problems relating to the future of Carrie Tingley, including problems created by the implementation of national health insurance and current activities in the state which appear to affect the future of Carrie Tingley, and

WHEREAS, the current responsibility of Carrie Tingley Hospital is to provide care for crippled children, and

WHEREAS, Carrie Tingley is providing such care at a level felt to be substantially above that of any other facility in the state and, in fact, in some instances such as the case of scoliosis, is the only facility providing such care, and

WHEREAS, it is felt that the facilities and staff are sufficient to continue providing that care for not only the children's population but for certain adult diagnoses, and that the board feels such services can be provided at Carrie Tingley at a cost equal to, or less than, other existing or proposed programs, and

WHEREAS, relatively minor remodeling to the facilities could enhance and expand these capabilities, and

WHEREAS, the board feels the providing of such services can best be accomplished in a setting with staff, budget and administration separate from a general acute hospital, therefore

BE IT RESOLVED:

That the board directs the continuance of the current orthopaedic program at Carrie Tingley Hospital;

That the board further directs efforts at strengthening that program with specific work to be done in the areas of professional and public relations, remodeling and staff changes;

That the board directs the development of other medical programs to allow for better utilization of staff and facilities. Such development shall require the approval of the Board of Directors and appropriate state agencies prior to implementation;

NOTES

Meeting with Dr. Leonard Napolitano, Dean, UNM School of Medicine
April 16, 1976

Participants:

Dr. Leonard Napolitano, Dean, UNM School of Medicine
Dr. George Dixon, Chairman, CTH Medical Advisory Committee
Dr. George Omer, Chief of Orthopaedic Surgery, UNM School of Medicine
Dr. David Munger, Medical Director, Carrie Tingley Hospital
Mr. John L. Carr, Administrator, Carrie Tingley Hospital
Mr. James Davidson, Chairman, CTH Board of Directors
Mr. Virgil McCollum, Secretary-Treasurer, CTH Board of Directors
Mrs. Betty Hamilton, Member, CTH Board of Directors
Mr. Don Pettijohn, Member, CTH Board of Directors
Mrs. Karen Gentry, Member, CTH Board of Directors

Also present were Mr. Robert Hawk, Bernalillo County Commissioner,
Mrs. Carol Pettijohn and Mrs. Karen Baize.

Dr. Munger prefaced the discussion by stating that the meeting had been requested in an effort to inform the Dean of certain decisions made and actions taken by the Board since they had met with him in January of 1975, as was agreed at that time, and to review the present positions and relationships of both facilities. Basically, Dr. Napolitano was told that the Board had made the decision that Carrie Tingley Hospital, at its present location, was an appropriate place for the long-term care of crippled children - this decision being made after considerable collection of information, input from various sources and visits made to other children's hospitals; that steps had been taken to upgrade services available and the quality of care provided by the hospital, in particular, the addition of Dr. Gary Bommelaere as Pediatrician and the impending addition of an Associate Surgeon in the near future; and that minor changes and improvements to the internal arrangement and expansion of the intensive care unit were being made along with the receipt of funds appropriated to complete remodeling and electrical and airconditioning modifications.

Dean Napolitano asked how the School of Medicine could help. Mrs. Hamilton then asked how he felt the School could help us. The Dean suggested that examination be made of various other areas of expertise available at the Medical School and the possible additional utilization of consultants in those areas. He indicated that it might be possible

for them to provide additional supportive assistance but they would have to know what was needed. Dr. Napolitano was asked if there was a change in the School's position in the area of providing for children's orthopaedics, to which he responded by saying that he was not aware of any such change. He added that the Medical School was, within the scope of their facilities and personnel limitations, obligated to continue to provide supportive services on a more-or-less regular basis to Carrie Tingley Hospital and had no intentions to try to "move" Carrie Tingley to Albuquerque. Dr. Napolitano did suggest that since the commitment had been made to operate the facility at its present location, the possibility of an improved method of communication between the two facilities be examined in an effort to expand the service potential available at Carrie Tingley. Along these lines, a video-microwave (telemetry) system was suggested.

Mr. McCollum expressed his, and the Board's, concern over the possible duplication of effort in the field of children's orthopaedics and indicated that the facilities should cooperate, not compete. It was brought out that it would not be advantageous for the Board to continue making long-range plans and efforts to "beef up" programs which later couldn't be justified because of the duplication of services being made elsewhere. Dr. Munger added that the orthopaedic "niche" was very narrow and that we would have to cooperate within the framework already established and continue support in the areas of Resident training and on-site training provided at Carrie Tingley to Physical Therapy and Nursing students.

Dr. Napolitano was questioned as to whether or not the Medical School was recruiting for a ~~Pediatric-Orthopaedist~~. He indicated that he was unaware of any such efforts, but indicated that was Dr. Omer's area. (Decision made to ask Dr. Omer to join discussion.)

Mr. Carr asked Dr. Napolitano who at the State level was responsible for determining and controlling duplication of services within State facilities. Dr. Napolitano responded by saying that he wasn't aware of anyone delegated that responsibility, but added that he was also unaware that it was the intent of the School to duplicate services.

The Dean was asked if the Medical School was conducting an orthopaedic clinic at BCMC and if so, why since Carrie Tingley was sending doctors up to conduct clinics twice a month. Dr. Napolitano indicated that they were conducting an orthopaedic clinic but that he did not clearly understand that there was a "true" duplication of services because the UNM clinic was not limited to "children's" orthopaedics.

Dr. Munger asked if there were any long-term plans for Pediatric

Orthopaedics at UNM, to which Dr. Napolitano responded in the negative. Dr. Munger expressed the group's concern over the School's Rehabilitation Unit at BCMC and the Rehabilitation Unit going in at St. Joseph's, questioning as to whether we were wasting money on three children's orthopaedics units in the State and not being able to support them adequately. He then asked if it was the intent of UNM to provide children's rehabilitation in the UNM Rehab Unit. Dr. Napolitano said that he was not aware of any such intent, however, a certain amount of children's orthopaedic rehabilitation would be done for patients hospitalized at BCMC but that the number in this category was usually only about four or five patients a year. He stressed that children's orthopaedic rehabilitation was not going to be the major emphasis. He went on to explain that the physical plant was needed and constructed primarily to provide the School's Physical Therapy students with clinical experience at the university level. In this respect, a laboratory was needed with enough education provided to turn out a finished product. He said that if there were children available at BCMC, they would use them, but that they would not deal only with children. Dr. Napolitano again stressed that the Rehab Wing was primarily an educational wing for the training of Physical Therapy students and that the impact of this unit should have no major effect on Carrie Tingley Hospital's operations.

Dr. Omer joined the group and was briefed on what had transpired thusfar in the discussion. Dr. Omer asked if he was correct in understanding that the main concern of the group was the "quo vadis" of Carrie Tingley Hospital and how it fit in with the UNM School of Medicine - and whether or not the School was going to "gobble up" business. Mr. Carr interjected that the main concern was not in trying to justify Carrie Tingley Hospital, but the duplication of effort within State facilities and that the prime question was whether long-range plans and objectives in children's orthopaedics and rehabilitation at Carrie Tingley Hospital were a waste of time and money. Dr. Omer expressed the opinion that he did not understand the concern of the Board and others because the need for Carrie Tingley was so clear in his own mind. He said the main objective was to provide the best possible care in children's orthopaedics and that Carrie Tingley Hospital epitomized just that!

Dr. Omer was questioned about a block on a planning map in the room designated "Children's Center". Dr. Omer replied that he was well aware of the Board's "soul searching" at one time regarding the ability of Carrie Tingley to continue to provide quality care at its present location and had, in long-range planning, made space available should the Board decide to pursue that course of action. The space set aside was simply available for some type of children's unit, not

necessarily pediatric orthopaedics but was available if needed. Dr. Omer was asked if before any actual plans for the use of the "Center" were made that the Carrie Tingley Hospital Board be notified, to which he agreed.

Dr. Omer was asked if the Medical School had plans for providing the type of care presently available at Carrie Tingley. He responded by saying that the School would continue to support Carrie Tingley Hospital to the best of its ability, continue to refer patients to Carrie Tingley and to maintain a close liaison with the hospital. His main concern was doing whatever was necessary to maintain a viable educational program at UNM. He further indicated that should the time come when the volume of work necessary to support a viable program was not available at Carrie Tingley Hospital, then other arrangements and changes would have to be made.

Dr. Dixon expressed his opinion that the biggest concern was the Rehabilitation Unit being constructed at St. Joseph's, indicating that they had the ability and facilities to have a large "rehab empire" including a good nucleus to work from along with very capable personnel. However, he also pointed out that it costs at least twice as much to hospitalize a child in Albuquerque. Along with the financial aspect, Carrie Tingley has in its corner the fact that it is an already established, well-known and highly respected facility capable of providing high quality care in pediatric orthopaedics. . . the only problem being its remoteness.

In conclusion, Dr. Omer and Dr. Napolitano suggested that more such meetings be held so that a high level of communication between the facilities could be maintained and a high level of awareness of the needs of each facility obtained.

The Board expressed its appreciation to Dr. Napolitano, Dr. Omer and Dr. Dixon for their time and participation in the meeting.

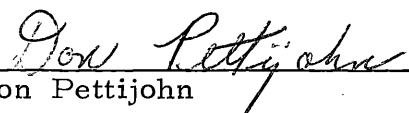
MISCELLANEOUS

Discussion of items to be presented to the Department of Finance and Administration and the Legislative Finance Committee at a meeting scheduled for 2:00 p.m., this date, was held. This presentation will center around two particular areas:

- (1) Board decision concerning long-range planning
- (2) Unusual and nonrecurring circumstances resulting the the hospital's projected cash carry-over situation as of June 30, 1976, and the possible beneficial uses for this excess.

The next regular meeting of the Board was scheduled for July 23, 1976, at 8:30 a.m. at Carrie Tingley Hospital.

Being no further business, the meeting was adjourned.



Don Pettijohn
Chairman

one of these being to insure that all employees were fully aware of the conditions, rules and regulations. Mr. McCollum stated that he felt the matter should be referred to the Attorney General for his opinion. Betty Hamilton moved that the Board approve the policy as amended, and that a copy be sent to the Attorney General for his information, motion seconded by Karen Gentry. Virgil McCollum moved that the previous motion be amended to state that a copy of the policy be forwarded to the Attorney General asking him to furnish legal advise on the policy, amendment seconded by Jim Davidson. At this point, Mr. Carr offered to contact our representative in the Attorney General's office on an informal basis for comments, suggestions and/or revisions to the policy. Betty Hamilton moved to ask the Administrator to discuss the policy with the Attorney General's office on an informal basis; motion lost for lack of a second. Motion on approving swimming pool policy, as amended, and the amendment to the motion unanimously passed.

3. Request for Use by Retired Employees. Mr. Carr informed the Board that a request had been received to allow retired hospital employees to use the pool. Mr. McCollum moved in favor of allowing retired Carrie Tingley Hospital employees to use the pool in the same category as regular employees, Jim Davidson seconded the motion. The motion carried by vote of 3 in favor, 1 opposed, and 1 abstaining.

B Boiler Status. Mr. Carr reported that the estimate from Chardan's Boiler Service for installation of the boilers was between \$12-15,000, on a "cost-plus" basis. Installation is tentatively scheduled for the first week in August, pending Board approval. Virgil McCollum voiced the opinion that he felt it would be preferable to work with a firm bid rather on the "cost-plus" basis. After considerable discussion, it was moved by Betty Hamilton that a firm bid be requested from Chardan's, and due to the time element, the Board be polled by telephone for approval, with official action to be taken at the July meeting; motion seconded by Karen Gentry and passed. Mr. Carr also reported that the hospital had been approached by an individual who had offered to remove the old boilers for scrap and pay us \$500. Mr. Carr explained that before we could accept this offer, it would be necessary for us to contact the State Auditor, Property Control and the Department of Finance and Administration to explain the situation. Betty Hamilton moved that Mr. Carr proceed immediately to get authorization for the boiler removal in compliance with State regulations, motion seconded by Karen Gentry and carried.

C. The annual donation to the Carrie Tingley Hospital Foundation, amounting this year to \$2500, from the Paul McCutchen Foundation was discussed briefly.

B. Board approval was requested for the temporary summer employment of the following individuals who are related to employees presently employed at Carrie Tingley Hospital:

1. Ascension Rivera, Jr., Utility Worker-Maintenance (son of Ascension Rivera, Sr., Food Service Aide-Dietary)
2. Orlando Padilla, Utility Worker-Maintenance (son of Lola Padilla, Lab Assistant-Surgery)
3. Mary Mays, Teacher-Summer School (sister-in-law of Carl Mays, Photo Specialist-Laboratory)

Board approval duly carried.

C. Election of Officers. Jim Davidson opened the floor to nominations.

CHAIRMAN: Betty Hamilton nominated Don Pettijohn as Chairman; Virgil McCollum nominated Jim Davidson as Chairman. Karen Gentry moved that nominations cease, motion seconded by Virgil McCollum. Don Pettijohn was elected Chairman by a vote of 3 to 2.

VICE-CHAIRMAN: Don Pettijohn nominated Jim Davidson as Vice-Chairman; Virgil McCollum moved that nominations cease, motion seconded by Karen Gentry. Karen Gentry moved that Jim Davidson be elected Vice-Chairman by acclamation, motion seconded and unanimously carried.

SECRETARY-TREASURER: Karen Gentry nominated Virgil McCollum as Secretary-Treasurer; Betty Hamilton moved that nominations cease and that Mr. McCollum be elected Secretary-Treasurer by acclamation, motion seconded by Karen Gentry and unanimously carried.

OLD BUSINESS:

A. Swimming Pool

1. Policy: Betty Hamilton moved that the Policy be amended to include swimming privileges for Board members, motion seconded by Karen Gentry and duly passed.
2. Dr. Munger questioned as to whether anyone at the state level had been notified regarding the policy, mentioning that the releases normally would not stand up in court. Mr. Carr stressed that in the case of a law suit, the hospital can only be held responsible if negligence on the hospital's part is proved. He explained that the major concern was taking all necessary precautions to preclude any claim of negligence,

Expense category. Under "Other Expenses", he noted that the overage was due largely to the extra premium paid to extend the hospital's umbrella (malpractice) policy through July 8, 1976. A copy of the Balance Sheet and Cash Income & Expense Summary are attached. Overtime for the month of May totaled \$426.11. Average bank balances as of May 31, 1976, were:

Hot Springs National Bank	\$213,298	(86%)
First State Bank	\$ 34,657	(14%)

B. Final Budget Adjustments. Mr. Carr advised that final budget adjustments were due by June 30, 1976, and requested the Board's authorization for the Administrator to make any final year-end adjustments necessary and present them for Board approval at the next meeting. Authorization given by motion of Virgil McCollum and second by Betty Hamilton.

C. A list of accounts to be transferred to the inactive file in the amount of \$10,410.96 was reviewed. Following discussion, motion to approve the transfer was made by Betty Hamilton, seconded by Karen Gentry, and passed. A list of these accounts is attached hereto and made a part of these minutes.

D. Board approval was requested for deletion of various equipment items from inventory which have been declared obsolete, unusable or no longer safe for continued use, original cost of equipment totaling \$37,765.80. Motion so made by Karen Gentry, seconded by Virgil McCollum, and duly passed. A copy of the equipment list is attached and made a part of these minutes. Mr. Carr reported that the hospital's Department Heads had screened the equipment for any items which could be used in their departments or which they felt should be retained by the hospital. Other items will be transferred or donated to other agencies who can put them to good use, and the remaining items will be offered to hospital employees on a "sealed bid" basis. The Board approved a specific request from an employee representing the T. or C. Fire Department to purchase a bar for \$10.00.

E. An adjustment in the amount of \$145.01 to a Title I Budget Line Item Change to complete the transfer of funds from the 1974-75 Project to the 1975-76 Project was approved.

NEW BUSINESS:

A. The need for a third party to sign checks for Carrie Tingley Hospital due to the retirement of Mrs. Phillips was discussed. Mr. Carr requested that Dr. Munger be given the authority to sign checks for the hospital. Motion so made by Don Pettijohn, seconded by Betty Hamilton, and unanimously carried.

lobbying for an individual agency bill by any state employee or appointee "will not be tolerated" by the Governor.

B. Last Will & Testament of Alma J. Sears. Mr. Carr informed the Board that the hospital had been named as a residuary beneficiary of the Sears Estate and as such should be receiving cash or other assets of value in excess of \$5000. Mrs. Sears was a resident of Rio Rancho, New Mexico. The Will has been filed for probate and in this connection, Mr. Carr on the hospital's behalf has executed and returned an Acceptance of Service.

C. Offer on Maggie Davis Estate Property. Mr. Carr reported that an offer of \$350 had been received from Mr. Duell E. Ferrell of El Paso, Texas, on property from the Estate consisting of a 50' X 144' lot located in Williamsburg, New Mexico. He also reported that the Shriners had approved this sale. After brief discussion, which included the possibility of listing the property through a realtor, it was moved by Don Pettijohn and seconded by Virgil McCollum that action on this offer be "tabled" until the next meeting to be held in Truth or Consequences in July to allow personal inspection of the property by Board members. Motion carried.

D. Workmen's Compensation Insurance. Mr. Carr informed the Board that the Risk Management Division of the Department of Finance & Administration had advised the Clinton P. Anderson Agency (our current carrier) to deal directly with Carrie Tingley for the continuation of the present policy through the final year of coverage. Mr. Carr noted that there would be an adjustment in the premium for this policy due to the increase in maximum weekly compensation benefits. Mr. Carr stated that we would be renewing our policy with them.

E. Associate Medical Director Housing. Mr. Carr stated that a decision should be made as to whether the Board felt this housing should be financed with State or Foundation money. He indicated that it would cost approximately \$25 a square foot if built with Foundation funds, and approximately \$37 a square foot if built with State funds, the difference being the State requirements to pay approved wage scales, the bid process, architectural fees, etc. He also indicated that if the decision were made to use the Foundation money, a long-term lease on the property from the State of New Mexico would have to be obtained. The general feeling of the members was to try to leave the Foundation funds intact if at all possible. No official decision was made.

In the absence of the Business Manager, Bea Cleveland, the financial report was presented by Mr. Carr and included the following:

A. Financial Statement. Mr. Carr reported that we were in good shape in the Income category and under-expended in the

C. Report on the Seventh Annual Spring Seminar held at Carrie Tingley June 11-12, 1976, at which Dr. Howard H. Steel, Chief Surgeon, Philadelphia Shriners Hospital, was guest lecturer. Dr. Munger reported that the seminar was a big success with approximately 80 orthopaedists in attendance.

D. Dr. Munger briefed the Board on the program for the seminar scheduled for August 14, 1976, for General Practitioners, Family Practitioners and Pediatricians. This is the first seminar of this type and will be co-sponsored by New Mexico Elks Cerebral Palsy Commission and Carrie Tingley Hospital. Dr. Bommelaere, our Pediatrician, and Dr. Sherman, who will become Associate Medical Director in August, are among the speakers to be featured at this seminar.

E. Dr. Munger informed the Board that a brief meeting of the Carrie Tingley Hospital Medical Advisory Committee (MAC) was held during the seminar. He stated that the Committee was given a summary of the Board's actions and decisions, and that they had passed a resolution complimenting the Board of Directors and offered their complete support. This resolution is attached hereto and made a part of these minutes. Mr. Carr added that the MAC had also passed a resolution complimenting Dr. Munger on his outstanding work.

F. Residency Training Program. Dr. Munger reported to the Board that he had previously been contacted by Dr. Hartman, Chairman of the Department of Orthopaedic Surgery, Texas Tech University Health Science Center's School of Medicine, Lubbock, Texas, regarding the possibility of expanding our residency program to accomodate a resident from that facility. Dr. Munger indicated that he presently saw no feasible way he could take another resident but was continuing to explore alternate possibilities without changing our current capability.

G. Dr. Munger introduced for Board consideration information on a patient, Rosa Guerrero, from El Paso, Texas, who is suffering from a chronic bone infection and will require an involved operation with an approximate four-week stay. He indicated that the family did have insurance through the father's employer, but was otherwise financially unable to afford the expense. The insurance will pay 80% of the bill. The Board agreed that they had previously ruled on a similar situation and felt she should be admitted.

The Administrator's report included the following:

A. Discussion of the Governor's legislative procedures for submitting legislation for the 1977 session. Mr. Carr reported that all legislative proposals and preliminary bill drafts must be submitted to the respective Cabinet Secretary; they will in turn be reviewed and screened by Sub-Cabinet members and finalized by September 29, 1976. Mr. Carr again informed the Board that

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS MEETING

The Board of Directors of Carrie Tingley Hospital held their regular monthly meeting at 8:30 a.m., Friday, June 18, 1976, in the Board Room of the P.E.R.A. Building, Santa Fe, New Mexico. Members present were Mr. James Davidson, Mr. Virgil McCollum, Mrs. Betty Hamilton, Mr. Don Pettijohn and Mrs. Karen Gentry. Also present were Mr. John Carr, Administrator, Dr. David H. Munger, Medical Director, and Karen Baize, Administrative Secretary.

A pre-meeting guest was Mr. Taylor Hendrickson, Director of the Risk Management Division of the Department of Finance & Administration, who reported on the status of malpractice insurance.

The meeting was then called to order by Jim Davidson, Acting Chairman. Minutes of the previous meeting were approved by motion of Virgil McCollum and second by Betty Hamilton.

The report of the Medical Director included the following:

A. Statistics for the month of April. Dr. Munger indicated that statistically he felt we were doing well and that we were continuing to maintain a strong and viable program. He also added that he hoped to see an increase in several areas with the addition of Dr. Sherman in August. Dr. Munger also indicated that his present goal was to pursue the establishment of a good Mexican connection.

B. Request for approval of appointment to hospital Residency Staff as of July 1, 1976, for:

William C. McCormick, D.O. (6 months)
William Beaumont Army Medical Center

Paul G. Echols, M.D. (6 months)
UNM School of Medicine

Everett L. Campbell, M.D. (1 year)
UNM School of Medicine

Orie E. Kaltenbaugh, M.D. (6 months)
UNM School of Medicine

Douglas Schow, M.D. (6 months)
University of Colorado Medical Center

Appointments were approved by motion made by Betty Hamilton, seconded by Don Pettijohn, and duly carried.

CARRIE TINGLEY HOSPITAL
CASH INCOME AND EXPENSE SUMMARY

1270

64th F.Y. - April, 1976

	Month		Year to Date		(Over) - Under
	Actual	Budget	Actual	Budget	
<u>INCOME</u>					
General Fund Approp.	118,125.00	118,125	1,181,250.00	1,181,250	-0-
Payment Title XIX & V	13,627.37	5,833	47,738.60	58,330	10,591
Payment Private	29,932.01	20,000	172,154.72	200,000	27,845
Land & Misc. State Income	200.00	3,667	87,944.61	36,670	(51,275)
Personnel Quarters - Meals	1,317.27	667	11,068.19	6,670	(4,398)
Other Revenue	263.46	333	5,149.30	3,330	(1,818)
Non-Budgeted: Title XIX Cost			2,000.00		(2,000)
" " Grants			1,100.00		(1,100)
TOTAL OPERATING FUND INCOME X	163,465.11	148,625	1,508,405.42	1,486,250	(22,155)
Donations - Patient Ent. Fund	532.00		3,127.74		(3,128)
Interest - Investment Fund	652.06		6,558.46		(6,558)
Title I - ESEA - School Fund	5,794.00	1,083	16,535.00	10,830	(5,705)
GRAND TOTAL INCOME - ALL FUNDS	170,443.17	149,708	1,534,626.62	1,497,080	(37,546)
Investments Cashed					
TOTAL CASH RECEIVED	170,443.17	149,708	1,534,626.62X	1,497,080	(37,546)
<u>EXPENSE</u>					
Medical Expense	103,467.99	88,417	783,974.60	884,170	100,195
Dietary Expense	16,200.29	15,275	141,499.42	152,750	11,251
Maintenance Expense	36,631.93	26,117	281,866.88	261,170	(20,697)
Administrative Expense	17,481.95	18,316	184,978.86	183,160	(1,819)
Non-Budgeted Expense	482.41		9,410.14		
TOTAL OPERATING FUND EXPENSE	174,264.57	148,125	1,401,729.90	1,481,250	88,930
Patient Entertainment Expense	200.73		2,011.39		(2,011)
Investment Fund Expense					
Title I - ESEA - School Exp.	2,634.02	1,583	15,908.75	15,830	(79)
GRAND TOTAL EXPENSE-ALL FUNDS	177,099.32	149,708	1,419,650.04		86,840
Transfers -(to Investments)			40,000.00		
TOTAL CASH DISBURSED	177,099.32	149,708	1,459,650.04	1,497,080	86,840

CASH SUMMARY - OPERATING FUND

	Month	Year to Date
Beginning Cash	96,276.31	18,801.33
Cash Received	163,465.11	1,508,405.42
Encumbrances, Last Month		40,000.00 C/D
Cash Disbursed	174,264.57	1,401,729.90
Cash Balance	85,476.85	85,476.85
Encumbrances, This Month	-0-	-0-
Unencumbered Cash	85,476.85	85,476.85

CASH SUMMARY - ALL FUNDS

	Month	Year to Date
	110,002.96	28,370.23
	170,443.17	1,534,626.62
	177,099.32	1,459,650.04
	103,346.81	103,346.81
	-0-	-0-
	103,346.81	103,346.81

INVESTMENT SCHEDULE

<u>Operating Fund</u>	
Certificates of Deposit	60,000.00
<u>Investment Fund</u>	
Cash	12,932.55
Certificates of Deposit	25,000.00
U. S. Treasury Bills - restricted	45,000.00
TOTAL INVESTMENT FUND	82,932.55

GRAND TOTAL - ALL INVESTMENTS

142,932.55

CARRIE TIMBLEY HOSPITAL
BALANCE SHEET

1269

<u>OPERATING FUND</u>	<u>June 30, 1975</u>	<u>April 30, 1976</u>
Cash in Bank - Hot Springs	13,508.27	86,644.59
Cash in Bank - First State	5,293.06	(1,167.74)
Petty Cash	315.00	315.00
Investments	20,000.00	60,000.00
Accounts Receivable - Patients	251,536.22	271,976.65
Less Allowances	<u>100,614.49</u>	<u>108,790.66</u>
Net Receivables - Patients	150,921.73	163,185.99
Employees Receivables	(3.30)	-0-
CCS Clinics - Receivables		412.73
Inventory - Supplies	<u>81,021.42</u>	<u>81,021.42</u>
TOTAL - OPERATING FUND ASSETS	<u>271,056.18</u>	<u>390,411.99</u>
 <u>INVESTMENT FUND</u>		
Cash in Bank - Hot Springs	6,374.09	12,932.55
Investments - C/D's	70,000.00	25,000.00
Investments - Treasury Bills (restricted)		45,000.00
TOTAL - INVESTMENT FUND ASSETS	<u>76,374.09</u>	<u>82,932.55</u>
 <u>PATIENT ENTERTAINMENT FUND</u>		
Cash in Bank - Hot Springs	<u>2,933.72</u>	<u>4,050.07</u>
 <u>PLANT FUND</u>		
Land	10,000.00	10,000.00
Buildings & Structures	2,906,230.89	2,906,230.89
Furniture, Fixtures, Equipment	<u>343,671.60</u>	<u>343,671.60</u>
TOTAL - PLANT FUND ASSETS	<u>3,259,902.49</u>	<u>3,259,902.49</u>
 <u>TITLE I - SCHOOL FUND</u>		
Cash in Bank - Hot Springs	261.09	887.34
Accounts Receivable - Title I	<u>6,671.00</u>	<u>4,020.21</u>
TOTAL - TITLE I SCHOOL FUND ASSETS	<u>6,932.09</u>	<u>4,907.55</u>
 <u>GRAND TOTAL - ALL ASSETS</u>	<u>3,617,198.57</u>	<u>3,742,204.65</u>
 <u>OPERATING FUND - LIABILITIES</u>		
Accounts Payable - General	6,977.82	-0-
Accounts Payable - DPW (CCS)	200.00	200.00
Accounts Payable - Grants	<u>1,781.71</u>	<u>1,072.25</u>
TOTAL LIABILITIES	<u>8,959.53</u>	<u>1,272.25</u>
 OPERATING FUND BALANCE	262,096.65	389,139.74
INVESTMENT FUND BALANCE	76,374.09	82,932.55
PATIENT ENTERTAINMENT FUND BALANCE	2,933.72	4,050.07
PLANT FUND BALANCE	3,259,902.49	3,259,902.49
TITLE I - SCHOOL FUND BALANCE	<u>6,932.09</u>	<u>4,907.55</u>
TOTAL - FUND BALANCES	<u>3,608,239.04</u>	<u>3,740,932.40</u>
 <u>GRAND TOTAL - LIABILITIES & FUND BALANCES</u>	<u>3,617,198.57</u>	<u>3,742,204.65</u>

CARRIE TINGLEY HOSPITAL

SWIMMING POOL POLICY

At their regular meeting on May 22, 1976, the Board of Directors approved the following Swimming Pool Policy regarding the use of the hospital pools by employees:

All employees, their immediate families and guests may use the hospital swimming pools:

1. When not in use by patients for recreation or therapy whether at a scheduled or non-scheduled time.
2. Between the hours of 9:00 a.m. and 7:30 p.m. on weekdays and from 9:00 a.m. to 7:00 p.m. on weekends and holidays.
3. The employee must sign a release of responsibility stating that he will be responsible for seeing that all rules and regulations are followed by himself and his guests and that he understands that no lifeguard is on duty and he is assuming all responsibility for himself and his guests.
4. The employee must be physically in attendance at all times his guests are in the pool area.
5. It is understood that use of the pools is a privilege which may be withdrawn at anytime for noncompliance with pool regulations.

Department Heads, Resident Physicians, Active Medical Staff Members, Administrator, and employees living on hospital premises, their immediate families and guests may use the hospital swimming pools under the conditions stated above with the following differences:

1. Swimming permitted between the hours of 9:00 a.m. and 9:00 p.m. daily.
2. The employee or the employee's spouse must be physically in attendance at all times his/her guests are in the pool area.

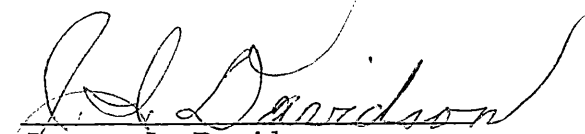
1. Project Year 1974-75, PL 89-313 Handicapped, to transfer Summer School expenses to 1975-76 Project (\$2214.78).
2. Project Year 1975-76, PL 89-313 Handicapped, to set up Summer School expenses under 1975-76 Project (\$2241.05).

D. Analysis of 64FY Budget. Mr. Carr reported that the hospital was presently projecting a cash carry-over as of June 30, 1976, of \$206,600. The unusual and nonrecurring circumstances contributing to this figure were discussed as well as the various uses of these funds for the mutual benefit of the hospital and State. The Board felt it most important that every effort be made to see that all appropriate authorities were alerted and understood these unique circumstances and given proper input regarding projected expenditures to assure that the money was, in fact, being utilized properly. The Board directed Mr. Carr to attempt to arrange for the Board to meet with Governor Apodaca, the Director of Finance & Administration, Vincent Montoya, and the Director of the Legislative Finance Committee, Maralyn Budke, so that they could personally inform them of this most unusual situation. It was suggested, if the date was convenient for the other parties involved, that the Board meeting scheduled for June 18, 1976, be held in Santa Fe and the budget meeting arranged for that afternoon. However, the Board added that they were available at any time convenient for the Governor.

E. Remodeling of Girls' Ward for Acute Care Unit. Mr. Carr reported the cost to complete the remodeling would be approximately \$30,000. Plans were reviewed and the Board agreed that work should proceed as soon as possible. Work will begin as soon as approved by the State Health Department.

F. The Board reviewed plans for converting the East lobby area to a Visitor Center. The plans include requesting funds from the Albuquerque Journal Memorial Fund to purchase the necessary furniture.

The next regular meeting of the Board was tentatively scheduled for Friday, June 18, 1976, in Santa Fe, New Mexico. Being no further business, the meeting was adjourned at 12:45 p.m.


James I. Davidson
Chairman

and Expense Summary are attached. A breakdown of Maintenance expenses requested by the Board was also reviewed. Overtime for the month of April totalled \$401.11. Average bank balances as of April 30, 1976, were:

Hot Springs National Bank	\$187,734.00	(86.7%)
First State Bank	\$ 28,957.00	(13.3%)

Old Business

A. Mr. Carr reported that the boilers from Presbyterian Hospital had arrived and that we should have a rough estimate of installation costs before July. Installation is scheduled for August.

B. The Board reviewed and discussed the Equal Employment Opportunity Plan submitted to the Human Rights Commission on May 1, 1976. On motion by Don Pettijohn and second by Karen Gentry, the Board re-affirmed the Equal Employment Opportunity policy statement, concurred with the proposed Problem Identification and Plan of Action, and accepted the report.

C. By motion of Karen Gentry and second by Betty Hamilton, the Board approved implementation of a six-month salary increase for all personnel promoted as a result of the recent personnel audit and therefore eligible for a salary increase at the end of the six-month period.

New Business

A. The Board was informed that we has^d received notification from the State Auditor's office that Carrie Tingley had been designated for audit by an independent public accountant. The Board reviewed, and on motion by Virgil McCollum, seconded by Betty Hamilton, accepted an offer from Cooper & Burrows Company for the 64th fiscal year audit.

B. Mr. Carr reported that we had received notification from the Attorney General's office of three E.E.O.C. Determinations regarding allegations of employment discrimination against the State of New Mexico and Carrie Tingley Hospital. He explained that the complaints had been made against all State agencies. The Governor's office has notified all agencies to do nothing until further notice.

C. On motion by Virgil McCollum, seconded by Betty Hamilton, the following requests for Title I Budget Line Item Changes were approved by the Board:

it was moved that the contract be approved providing the above discrepancies are clarified and the contract revised prior to signing.

C. Malpractice Insurance. Mr. Carr reported that the Risk Management Division of the Department of Finance & Administration had bid the package for state-wide malpractice insurance and that the bids were to be opened on June 1, 1976. If no bids were received, the State will then negotiate with the insurance companies. He indicated that he was hopeful that our present carrier would write the Carrie Tingley policy and that by the next Board meeting, we should have definite information on the insurance and a firm cost figure.

The Administrator's report included the following:

A. Status of electrical remodeling. Mr. Carr reported that everything was proceeding on schedule and that the outlook was still good for completion of the surgical unit on schedule. He added that he was very impressed with the cooperation and quality of work of the contractor, Gamblin Electric.

B. Mr. Carr reported the resignation of Darcil Sanders, Maintenance Lead Worker, after the State Personnel Board had ruled in favor of the hospital on the matter of his one week suspension. Mr. Carr also discussed with the Board the article released by Fred Buckles to the Herald in connection with Mr. Sander's resignation. Mr. Carr pointed out that although the article sounded like he had released the information, the fact was that Mr. Buckles had called him and asked confirmation on certain points and then released the article to the Herald.

C. The Board was briefed on the Memorandum of Understanding between the New Mexico Professional Standards Review Organization (NMPSRO) and Carrie Tingley Hospital acknowledging both parties' review responsibilities which becomes effective June 1, 1976.

D. Report on the community-wide mock disaster drill held on May 3, 1976, in conjunction with St. Ann's Hospital, the Sierra County Rescue Squad, local and state law enforcement agencies and local civic organizations. The drill provided valuable information regarding existing disaster procedures and will enable all organizations concerned to revise their procedures accordingly.

Financial Statements for the month of April were reviewed by Bea Cleveland, Business Manager. The Balance Sheet and Cash Income

CARRIE TINGLEY HOSPITAL

BOARD OF DIRECTORS

The Board of Directors of Carrie Tingley Hospital held their regular monthly meeting at 8:30 a.m., Saturday, May 22, 1976, at Carrie Tingley Hospital. Members present were Mr. James Davidson, Mr. Virgil McCollum, Mrs. Betty Hamilton, Mr. Don Pettijohn and Mrs. Karen Gentry. Also present were Mr. John Carr, Administrator, Mrs. Bea Cleveland, Business Manager, Mr. Sonny Payne, Employee Relations Committee, and Mrs. Karen Baize, Administrative Secretary.

Minutes of the previous meeting were approved as amended.

The first item of business was discussion of the Board's policy regarding use of the swimming pools at Carrie Tingley. After considerable deliberation, the attached policy was adopted by motion of Virgil McCollum and second by Don Pettijohn. The Board directed Administration to establish and maintain a sign-in control system and take appropriate measures to insure that all employees fully understand the rules and regulations and their responsibility concerning use of the pools. The Board further directed that the rules and regulations and all appropriate warning signs be posted in the pool area prior to initiation of this policy. The Board also felt it was very important that the employees understand that use of the pools is a privilege granted by the Board which could be withdrawn for abuses of the privilege and/or violations of the rules and regulations.

The report of the Medical Director was presented by Mr. Carr in Dr. Munger's absence and included the following:

A. Statistical Report for month of April. Discussion included:

1. Continued increase in number of clinic out-patients seen.
2. More difficult types of surgery being performed.

B. UNM Residency Contract. Discussion included:

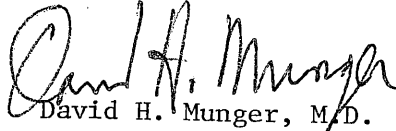
1. Inconsistency in Article IV (page 4 of contract) and first paragraph of Exhibit A concerning reimbursement of Residents.
2. Inconsistency in Article II(5) (page 3 of contract) and paragraph 3 of Exhibit A concerning providing professional liability insurance for Residents.
3. On motion by Betty Hamilton, seconded by Virgil McCollum,

Medical Advisory Committee Meeting

June 11, 1976

The Medical Advisory Committee met on June 11, 1976. Those present were: George Dixon, Jr., M.D., Chairman; James Miles, M.D.; John Moore, M.D.; Ray Bagg, M.D.; Oren Ellis, M.D.; and David Munger, M.D.

The board passed a resolution complimenting the Board of Directors on their recent decision and their insight in facing the problems at Carrie Tingley Hospital and the depth of thought that went into their decision. The Medical Advisory Committee wanted the Board of Directors to know that they offer 100 percent support for their decision and stand ready to help in any way that they can.


David H. Munger, M.D.



TONY ANAYA
ATTORNEY GENERAL

SHIRLEY SCARAFIOTTI
DIRECTOR OF ADMINISTRATION

STATE OF NEW MEXICO
Office of the Attorney General
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ASSISTANT ATTORNEYS GENERAL

THOMAS L. DUNIGAN
DIRECTOR, CIVIL DIVISION

DIRECTOR, CRIMINAL DIVISION

ROBERT HILGENDORF
DIRECTOR, CONSUMER
PROTECTION DIVISION

PATRICIO M. SERNA
SPECIAL ASSISTANT

HARVEY B. FRUMAN
DIRECTOR, WHITE COLLAR CRIME-
CORRUPT PRACTICES DIVISION

November 23, 1976

John L. Carr, Administrator
Carrie Tingley Hospital
Truth or Consequences, New Mexico 87901

Dear Mr. Carr:

You have inquired whether Carrie Tingley Hospital may raise the defense of immunity from liability pursuant to the Tort Claims Act, being Chapter 58, N.M. Laws 1976, for the portion of any claim of liability in excess of the limits of the professional liability insurance coverage presently available to the hospital. We are forwarding herewith a copy of a recent letter to Representative Ronald Chaplin which is responsive to your inquiry.

You have likewise inquired as to the status of the institution and its officers and employees in the event that the defense of immunity granted by the Tort Claims Act is at some future date declared unconstitutional. In that regard, please be assured that we do not anticipate that the defense of immunity granted by the Tort Claims Act would be declared unconstitutional. See, for example, Brown v. Wichita State Univ., 547 P.2d 1015 (Kan. 1976).

Should such a declaration be made, however, we cannot assure you with absolute certainty that the decision would not be given complete or some limited measure of retrospective application. Nevertheless, while we cannot be entirely certain with respect to the eventual application of such a declaration, suffice it to say that there is no constitutional requirement that a judicial decision declaring a statute unconstitutional be given retrospective application, Linkletter v. Walker, 381 U.S. 618, 85 S.Ct. 1731, 14 L.Ed. 2d 601 (1965), and, indeed, the balance of the interests to be evaluated in such a situation clearly favors a purely

CARRIE TINGLEY HOSPITAL
BALANCE SHEET

1323

OPERATING FUND	June 30, 1976	November 30, 1976
Cash in Bank - Hot Springs	72,340.22	35,216.18
Cash in Bank - First State	2,338.10	1,657.50
Petty Cash	315.00	315.00
Investments	60,000.00	60,000.00
Accounts Receivable - Patients	242,695.21	271,992.13
Less Allowances	<u>97,078.08</u>	<u>108,796.85</u>
Net Receivables - Patients	145,617.13	163,195.28
Employee Receivables	18.60	-0-
CCS Clinics Receivables	72.00	30.00
Inventory - Supplies	79,197.82	79,197.82
TOTAL - OPERATING FUND ASSETS	<u>359,898.87</u>	<u>339,611.78</u>
 <u>INVESTMENT FUND</u>		
Cash in Bank - Hot Springs	13,857.53	17,456.48
Investments - C/D's	70,000.00	70,000.00
Investments -		
TOTAL - INVESTMENT FUND ASSETS	<u>83,857.53</u>	<u>87,456.48</u>
 <u>PATIENT ENTERTAINMENT FUND</u>		
Cash in Bank - Hot Springs	<u>3,940.75</u>	<u>3,116.52</u>
 <u>PLANT FUND</u>		
Land	10,000.00	10,000.00
Buildings & Structures	3,184,710.54	3,184,710.54
Furniture, Fixtures, Equipment	345,561.42	345,561.42
TOTAL - PLANT FUND ASSETS	<u>3,540,271.96</u>	<u>3,540,271.96</u>
 <u>TITLE I - SCHOOL FUND</u>		
Cash in Bank - Hot Springs	1,339.91	414.48
Accounts Receivable - Title I	-0-	10,342.00
TOTAL - TITLE I SCHOOL FUND ASSETS	<u>1,339.91</u>	<u>10,756.48</u>
 <u>GRAND TOTAL - ALL ASSETS</u>	 <u>3,989,309.02</u>	 <u>3,981,213.22</u>
 <u>OPERATING FUND - LIABILITIES</u>		
Encumbrances		11,950.32
Accounts Payable - General	25,897.02	-0-
Accounts Payable - DPW (CCS)	200.00	200.00
Accounts Payable - Grants	1,932.47	1,111.14
TOTAL LIABILITIES	<u>28,029.49</u>	<u>13,261.46</u>
 OPERATING FUND BALANCE	 331,869.38	 326,350.32
INVESTMENT FUND BALANCE	83,857.53	87,456.48
PATIENT ENTERTAINMENT FUND BALANCE	3,940.75	3,116.52
PLANT FUND BALANCE	3,540,271.96	3,540,271.96
TITLE I - SCHOOL FUND BALANCE	1,339.91	10,756.48
TOTAL - FUND BALANCES	<u>3,961,279.53</u>	<u>3,967,951.76</u>
 <u>GRAND TOTAL - LIABILITIES & FUND BALANCES</u>	 <u>3,989,309.02</u>	 <u>3,981,213.22</u>

CARRIE TINGLEY HOSPITAL
CASH INCOME AND EXPENSE SUMMARY
65th F.Y. - November, 1976

1322

	MONTH		YEAR TO DATE		Encum- brances	(Over) Under
	Actual	Budget	Actual	Budget		
<u>INCOME</u>						
Appropriation	-0-	128,875	515,500.00	644,375		128,875
TITLE V & XIX	10,053.38	5,833	45,403.18	29,165		(16,238)
Insurance-Private	10,496.36	19,709	69,587.53	98,545		28,957
Land & Misc. State	-0-	7,083	80,025.51	35,415		(44,610)
Quarters & Meals	1,166.17	1,083	6,537.68	5,415		(1,123)
Other Revenue	606.84	192	10,272.31	960		(9,312)
Title XIX Cost Reimb.	-0-		31,144.00			(31,144)
Grants						
TOTAL OPR. INCOME	22,322.75	162,775	758,470.21	813,875		55,405
Donations - Pat. Ent.	100.00x		392.00			
Interest - Inv. Fund	687.49		3,598.95			
Title I - ESEA - Schl.	1,170.00	1,825	3,551.00	9,125		5,574
TOTAL - ALL FUNDS	24,280.24	164,600	766,012.16	823,000		60,979
Investments Cashed						
TOTAL CASH RECEIPTS	24,280.24	164,600	766,012.16	823,000		60,979
<u>EXPENSE</u>						
001-009 Personnel	93,773.57	103,815	476,539.15	519,075	10,744.02	31,792
011-019 Employee Bfts.	11,969.22	16,050	73,755.65	80,250	1,206.30	5,288
021-029 Travel	1,145.35	1,508	7,340.57	7,540		199
031-039 Maintenance	2,534.94	3,450	19,901.14	17,250		(2,651)
041-049 Supplies	17,274.69	15,458	84,538.50	77,290		(7,248)
051-069 Contractual	16,579.94	15,483	79,015.97	77,415		(1,601)
071-079 Other Costs	495.68	5,542	4,419.56	27,710		23,290
081-091 Capital	3,385.30	3,425	23,508.42	17,125		(6,383)
TOTAL OPR. BUDGET EXP.	147,158.69	164,731	769,018.96	823,655	11,950.32	42,686
CCS Clinics	72.00		276.00			
Accts. Payables	-0-		26,718.35			
Patient Refunds	-0-		133.10			
Misc. & Other	15.94		128.44			
TOTAL OPR. NON-BUDG. EXP.	147,246.63	164,731	796,274.85	823,655		42,686
Pat. Ent. Expense	180.42		1,216.23			
Inv. Fund Expense						
Title I - Schl. Exp.	968.80	1,194	4,476.43	5,970		1,494
Investments Purchased						
Misc.						
TOTAL - ALL FUNDS DISB	148,395.85	165,925	801,967.51	829,625		44,180

CASH SUMMARY

OPERATING FUND

ALL FUNDS

Beginning Cash	161,797.56	74,678.32	181,976.77	93,816.51
Cash Received	22,322.75	758,470.21	24,280.24	766,012.16
Cash Disbursed	147,246.63	796,274.85	148,395.85	801,967.51
Cash Balance	36,873.68	36,873.68	57,861.16	57,861.16 ✓
Encumbrances	11,950.32	11,950.32	11,950.32	11,950.32
Unencumbered Cash	24,923.36	24,923.36	45,910.84	45,910.84 ✓

Robert Lefler, representing the ERC, reported on the committee's new membership and added that they would be reviewing and probably amending their by-laws to expand their membership to other departments within the hospital. He added that the election of new officers would be held at their first meeting in January. Mr. Pettijohn expressed the Board's appreciation for the work being done by the ERC and for their participation at Board meetings. Mr. Pettijohn also thanked Miss Browning for attending the meeting.

Meeting dates and times for the next three months were set as follows:

January 28, 1977, (Friday) at 1:30 P.M. - Carrie Tingley Hospital

February 19, 1977, (Saturday) at 8:30 A.M. - Carrie Tingley Hospital

March 18, 1977, (Friday) at 1:00 P.M. - Carrie Tingley Hospital

There being no further business, the meeting was adjourned at 11:55 A.M.



Don Pettijohn
Chairman

The Board reviewed the response from the Attorney General's office to the Board's request for an Attorney General's Opinion concerning sovereign immunity. A copy of the Attorney General's letter is attached hereto and made a part of these minutes.

Mr. Carr reported that he had met with DFA Director, Vincent Montoya, yesterday to discuss the critical situation regarding housing for the Associate Medical Director. Mr. Montoya asked that we submit a Budget Adjustment Request (BAR) for the transfer of the required funds and he would pursue the matter with LFC. By motion of Betty Hamilton, seconded by Karen Gentry, the Board approved a BAR transferring \$75,000 from 64FY cash carryover to capital.

Mr. Carr reported on developments on the Maggie Davis Estate and informed the Board that Elephant Butte, Inc., had avoided defaulting on the Addie Paul contract by rendering payment for all taxes and payments due on the contract. However, he went on to report that Sierra Vista, Inc., was now trying to put a lien on the contract in an attempt to recover monies purportedly lent to Addie Paul by the corporation.

The Board reviewed a Fire Inspection Report received following an inspection by the State Fire Marshall's Office on September 29, 1976. The report complimented the hospital for its efforts to comply with the recommendations of the previous inspection and noted that most all of these had been accomplished. Mr. Carr commented that as part of the UNM design project, we had obtained samples of fire retardent fabrics and that hopefully within the year all drapes and curtains would be flame retardent as required.

Copies of the Governor's Reorganization Plan were distributed and briefly reviewed.

The following physicians were reappointed to the Carrie Tingley Medical Advisory Committee for a two-year period beginning January 1, 1977, with William C. Westen appointed as Chairman, by motion made by Betty Hamilton, seconded by Jim Davidson, and unanimously passed:

George L. Dixon, Jr., M.D.
Oren H. Ellis, M.D.
Raymond J. Bagg, Jr., M.D.
James S. Miles, M.D.
John S. Moore, M.D.
George E. Omer, Jr., M.D.
Lewis M. Overton, M.D.
William C. Westen, M.D.

William C. Chestnut, M.D., was appointed to replace Steven Feagler, M.D., who resigned.

The Board discussed the possibility of expanding the Medical Advisory Committee membership to encompass a broader geographical area. No action was taken at this time.

F. The Board reviewed the hospital brochure used by Lovelace-Bataan. Mr. Carr informed the Board that he had been in contact with Mr. David Lee, Director of Development at Bataan and hoped to set up a meeting with him in the near future.

G. The Board reviewed a letter from Allison Engineering received following a visit and walk-through made in preparation for the second phase of mechanical and electrical system modifications. The letter noted several system improvements made by hospital staff and the improved operation and condition of systems and went on to point out problems within the steam distribution system, suggesting phasing the upgrading process in this area over a three-year period because of the cost involved.

H. Mr. Carr reported that Dr. Sherman and others from the surgical team had recently visited Fort Bayard and had found an unbelievable amount of surplus surgical equipment and materials which could be utilized by Carrie Tingley Hospital. Mr. Carr said that we would be pursuing a transfer of these surplus items from DHI to Carrie Tingley as soon as possible.

I. Mr. Carr presented two booklets for the Board's information which were prepared by the UNM Design Center students reflecting their work thus far on the use of graphics through the hospital, interior design work in the Clinic-Admissions area, and in the development of a playground. He reported that he felt the work done so far by the students had been "first rate".

Financial Statements for the month of November were reviewed by Bea Cleveland. The Balance Sheet and Cash Income & Expense Summary are attached hereto. Overtime for the month totalled \$1,037.42. Average bank balances as of November 30, 1976:

Hot Springs National Bank	\$217,913 (85%)
First State Bank	\$ 39,548 (15%)

Proposed rate increases were presented. The Board reviewed an Expense Allocation prepared for the 65th fiscal year. Mr. Carr stated that in order to have charges equal costs, we would have to more than double charges. He added that the single urgent area of loss was in Nursing Services and presented a separate breakdown of costs/charges for that area. The recommendation to increase room rates to \$70 a day for Nursing Level III care; \$90 a day for Nursing Level II care, and \$120 a day for Nursing Level I care was discussed at length. Costs and charges for each department were reviewed and discussed. At this time it was also recommended that charges for x-ray and laboratory be increased by 20%, with increases in other areas to come after further study. After lengthy discussion, the motion to increase room rates as indicated above and to increase x-ray and laboratory charges by 20% was made by Jim Davidson, seconded by Karen Gentry, and unanimously passed.

The Administrator's Report included discussion regarding the following items:

A. The personnel grievance submitted by Marguerite Folk. Mr. Carr informed the Board that the Employee Relations Committee had heard Mrs. Folk's grievance and read their recommendations. Mr. Carr reported that he, Dr. Munger, and Dr. Sherman had responded to the ERC's recommendations and had also written to Mrs. Folk offering her the opportunity to withdraw her resignation and to sit down and discuss the situation with them. Mr. Carr added that since Mrs. Folk had failed to respond to their letter, her resignation would be honored as submitted.

B. Resignation of Executive Housekeeper, Margaret Christmas, who is moving to Georgia, and her replacement by former Custodian Foreman, Novis Van Dyke. Mr. Carr added that Mrs. Van Dyke was planning to retire in approximately eight months and that he would be reviewing the Housekeeping staff for promotional potential.

C. Application by Gretchen Nygaard, wife of the University of Colorado Resident, for an R.N. position at Carrie Tingley. The Board discussed the potential which existed for conflict and problems resulting from the employment of both family members in the medical services area. However, due to the critical need for qualified personnel in Nursing Services, authorized her employment with the stipulation that the Medical Director and Administrator fully discuss the conditions of employment with both Dr. and Mrs. Nygaard prior to her employment and that they completely understand, and so agree in writing, that if any problems arise as a result of this arrangement, Mrs. Nygaard's employment would be immediately terminated. Motion to authorize employment of Gretchen Nygaard with the above stipulations made by Betty Hamilton, seconded by Karen Gentry, and unanimously passed.

D. Mr. Carr reported that the city had agreed to a revised electrical easement pursuant with our request, but that he had not yet actually received it. By motion of Jim Davidson, seconded by Karen Gentry, the Board authorized Mr. Carr to execute the revised easement when received.

E. Mr. Carr reported that he had been requested to serve on the Plan Development Committee of the New Mexico Health Systems Agency (NMHSA) by the HSA governing body. Mr. Carr indicated he would like to serve on this committee if the Board had no objections. Following brief discussion, and a request from the Board that they be advised should his participation on this committee become too time consuming, Jim Davidson moved that Mr. Carr be authorized to accept appointment to the NMHSA Plan Development Committee; motion seconded by Karen Gentry, and unanimously passed.

BOARD OF DIRECTORS' MEETING

December 18, 1976

A meeting of the Board of Directors of Carrie Tingley Hospital was held at 8:30 A.M., December 18, 1976, at Carrie Tingley Hospital. Board members present included Don Pettijohn, Jim Davidson, Betty Hamilton and Karen Gentry. Board member, Virgil McCollum, was absent. Also attending were John Carr, Administrator, Frederick C. Sherman, M.D., Associate Medical Director, Bea Cleveland, Business Manager, Robert Lefler, representative of the Employee Relations Committee (ERC), and Karen Baize, Administrative Secretary. Miss Kathleen Browning, Nurse Anesthetist at Carrie Tingley, was a guest at the meeting.

Minutes of the previous meeting were approved as written.

The Report of the Medical Director was presented by Dr. Sherman and included the following:

A. Medical statistics for the month of November 1976, indicating a decrease in Discharged Patient Days and in Average Daily Census, but a continued increase in the volume of patient care. Dr. Sherman also reported that during the period of July 1975 to June 1976, only three (3) operations were performed outside Carrie Tingley by our staff.

B. By motion of Karen Gentry, seconded by Betty Hamilton, and duly passed, the following appointments were made:

1. The following physicians to the hospital residency staff for the period January 1, 1977, through June 30, 1977:

Everett L. Campbell, M.D., UNM School of Medicine
James E. Fahey, M.D., UNM School of Medicine
Orie E. Kaltenbaugh, M.D., UNM School of Medicine
Dewey C. MacKay, M.D., William Beaumont Army Medical Center
Airell Nygaard, M.D., University of Colorado Medical Center

2. Reappointment of David H. Munger, M.D., Frederick C. Sherman, M.D., and Gary L. Bommelaere, M.D., to the Active Medical Staff with full clinical and admitting privileges for a one-year period effective January 1, 1977.

3. Reappointment of the Consulting Medical Staff for a one-year period effective January 1, 1977. A copy of the Consulting Medical Staff, with privileges granted indicated, is attached and made a part of these minutes.

C. Report of the very successful Winter Orthopaedic Seminar held at Carrie Tingley Hospital on December 10-11, 1976.

CARRIE TINGLEY HOSPITAL
CASH INCOME AND EXPENSE SUMMARY
65th F.Y. - October 1976

1316

	MONTH		YEAR TO DATE		Encum- brances	(Over) Under
	Actual	Budget	Actual	Budget		
INCOME						
Appropriation	257,750.00	128,875	515,500.00	515,500		-0-
TITLE V & XIX	3,458.86	5,833	35,349.80	23,332		(12,018)
Insurance-Private	16,822.03	19,709	59,091.17	78,836		19,745
Land & Misc. State	1,878.43	7,083	80,025.51	28,332		(51,693)
Quarters & Meals	1,185.90	1,083	5,371.51	4,332		(1,040)
Other Revenue	3,106.32	192	9,665.47	768		(8,897)
Title XIX Cost Reimb.	31,144.00		31,144.00			(31,144)
Grants						
TOTAL OPR. INCOME	315,345.54	162,775	736,147.46	651,100		(85,047)
Donations - Pat. Ent.	105.00		292.00			
Interest - Inv. Fund	958.32		2,911.46			
Title I - ESEA - Schl.	2,381.00	1,825	2,381.00	7,300		4,919
TOTAL - ALL FUNDS	318,789.86	164,600	741,731.92	658,400		(80,128)
Investments Cashed						
TOTAL CASH RECEIPTS	318,789.86	164,600	741,731.92	658,400		(80,128)
EXPENSE						
001-009 Personnel	136,583.84	103,815	382,765.58	415,260		32,495
011-019 Employee Bfts.	19,444.41	16,050	61,786.43	64,200		2,413
021-029 Travel	2,575.38	1,508	6,195.22	6,032		(163)
031-039 Maintenance	2,831.91	3,450	17,366.20	13,800		(3,566)
041-049 Supplies	16,986.04	15,458	67,263.81	61,832		(5,432)
051-069 Contractual	11,835.81	15,483	62,436.03	61,932		(504)
071-079 Other Costs	588.21	5,542	3,923.88	22,168		18,244
081-091 Capital	17,974.72	3,425	20,123.12	13,700		(6,423)
TOTAL OPR. BUDGET EXP	208,820.32	164,731	621,860.27	658,924		37,064
CCS Clinics			204.00			
Accts. Payables			26,718.35			
Patient Refunds	28.80		133.10			
Misc. & Other	23.16		112.50			
TOTAL OPR. NON-BUDG. EXP	208,872.28	164,731	649,028.22	658,924		37,064
Pat. Ent. Expense	390.31		1,035.81			
Inv. Fund Expense						
Title I - Schl. Exp.	1,413.69	1,194	3,507.63	4,776		1,268
Investments Purchased						
Misc.						
TOTAL - ALL FUNDS DISE	210,676.28	165,925	653,571.66	663,700		38,332

CASH SUMMARY	OPERATING FUND		ALL FUNDS	
Beginning Cash	55,324.30	74,678.32	73,863.19	93,816.51
Cash Received	315,345.54	736,147.46	318,789.86	741,731.92
Cash Disbursed	208,872.28	649,028.22	210,676.28	653,571.66
Cash Balance	161,797.56	161,797.56	181,976.77	181,976.77
Encumbrances				
Unencumbered Cash	161,797.56	161,797.56	181,976.77	181,976.77

CARRIE TINGLEY HOSPITAL
BALANCE SHEET

1315

OPERATING FUND

	June 30, 1976	October 31, 1976
Cash in Bank - Hot Springs	72,340.22	161,398.46
Cash in Bank - First State	2,338.10	399.10
Petty Cash	315.00	315.00
Investments	60,000.00	60,000.00
Accounts Receivable - Patients	242,695.21	266,713.75
Less Allowances	97,078.08	106,685.50
Net Receivables - Patients	145,617.13	160,028.25
Employee Receivables	18.60	(.50)
CCS Clinics Receivables	72.00	90.00
Inventory - Supplies	79,197.82	79,197.82
TOTAL - OPERATING FUND ASSETS	<u>359,898.87</u>	<u>461,428.13</u>

INVESTMENT FUND

Cash in Bank - Hot Springs	13,857.53	16,768.99
Investments - C/D's	70,000.00	70,000.00
Investments -		
TOTAL - INVESTMENT FUND ASSETS	<u>83,857.53</u>	<u>86,768.99</u>

PATIENT ENTERTAINMENT FUND

Cash in Bank - Hot Springs	<u>3,940.75</u>	<u>3,196.94</u>
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PLANT FUND

Land	10,000.00	10,000.00
Buildings & Structures	3,184,710.54	3,184,710.54
Furniture, Fixtures, Equipment	345,561.42	345,561.42
TOTAL - PLANT FUND ASSETS	<u>3,540,271.96</u>	<u>3,540,271.96</u>

TITLE I - SCHOOL FUND

Cash in Bank - Hot Springs	1,339.91	213.28
Accounts Receivable - Title I	-0-	11,512.00
TOTAL - TITLE I SCHOOL FUND ASSETS	<u>1,339.91</u>	<u>11,725.28</u>

GRAND TOTAL - ALL ASSETS

<u>3,989,309.02</u>	<u>4,103,391.30</u>
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OPERATING FUND - LIABILITIES

Encumbrances		
Accounts Payable - General	25,897.02	
Accounts Payable - DPW (CCS)	200.00	200.00
Accounts Payable - Grants	1,932.47	1,111.14
TOTAL LIABILITIES	<u>28,029.49</u>	<u>1,311.14</u>

OPERATING FUND BALANCE

331,869.38	460,116.99
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INVESTMENT FUND BALANCE

83,857.53	86,768.99
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PATIENT ENTERTAINMENT FUND BALANCE

3,940.75	3,196.94
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PLANT FUND BALANCE

3,540,271.96	3,540,271.96
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TITLE I - SCHOOL FUND BALANCE

1,339.91	11,725.28
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TOTAL - FUND BALANCES

<u>3,961,279.53</u>	<u>4,102,080.16</u>
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GRAND TOTAL - LIABILITIES & FUND BALANCES

<u>3,989,309.02</u>	<u>4,103,391.30</u>
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plans finalized and in writing in a couple of weeks. The Board was advised of the receipt of the malpractice, on-site survey done at Carrie Tingley by M&M Consultants which included recommendations in several areas.

3. Public Relations (PR) Program. Beginning steps of a PR program were discussed centering around the basic concept of the education of physicians and the general public in an effort to generate patients and money. Various procedures were discussed, including film presentations, local and state news releases, TV coverage, possible use of PR personnel from other hospitals on a consultant basis, revision of the hospital and Foundation brochures, using specific inserts keyed to individual areas, and the possible use of university resources.

Gloria O'Bryant, Employee Relations Committee, reported on the method used to select the Department Head of the Year by the group. She indicated that each employee was requested to vote for three Department Heads, with the one receiving the most votes receiving the award.

The next meeting of the Board was scheduled for Saturday, December 18, 1976, at 8:30 A.M. at Carrie Tingley Hospital.

There being no further business, the meeting was adjourned at 4:30 P.M.

Don Pettijohn
Don Pettijohn, Chairman

The problems being experienced with the present switchboard system were discussed and the Board was informed that alternatives were being explored.

Mr. Carr reported that he hoped to have a proposed new charge structure for the Board's review by the next meeting and hoped to implement by the first of the year.

New Business

1. The Board reviewed its policy concerning the hiring of members of the same family and, after brief discussion, approved the hiring of Mike Mays, son of Lab Tech, Carl Mays, as Maintenance Worker.
2. Maggie Davis Estate. A letter of default on the Elephant Butte, Inc., Real Estate contract of February 3, 1970, was reviewed. In essence, the letter stated that if the payments and taxes due were not paid within 30 days (November 21, 1976), the contract would be terminated. Mr. George Graham, attorney, will keep us posted on developments.
3. Report and recommendations of Pediatric Nurse Consultant, Susanne Houghton, were reviewed. Mr. Carr indicated that Dr. Sherman was being very instrumental in implementation of the "team" concept. Mr. Pettijohn requested that sometime in the near future, some type of flow chart on staffing within Nursing Service be furnished the Board.
4. Mr. Carr reported that the students from the University of New Mexico's Design Center were doing a very good job on the interior and playground design plans.

Old Business

1. Swimming Pool Policy. The attached response from the AG's office was reviewed. The Board again considered the request of the local swim team to use the hospital pools for practice when the public pool was closed. After discussion, it was moved by Betty Hamilton that Board policy governing the use of hospital pools by outside organizations be limited to those who were sponsored by a governmental entity; that approved usage be limited to those periods when the municipal pool was not available and provided the sponsoring activity furnished adequate liability insurance and adult supervision. Also, the use of the pool facilities by outside organizations was in no way to interfere with patient use of hospital activities and was to be understood that approval for use was subject to cancellation by the by the Board at any time. Motion was seconded by Karen Gentry and carried by a vote of 3 to 1.
2. Malpractice Insurance. Mr. Carr briefly informed the Board that DFA's Risk Management Division was presently negotiating continued coverage for the state's institutions. He indicated they should have

the recovery room nurse, Marguerite Folk, was not fully qualified and that her asthmatic condition sometimes hampered her performance. Mr. Carr went on to say that when they felt it critical that a change be made, the matter was discussed with State Personnel who had indicated that it was the hospital's prerogative to assign personnel as needed. Dr. Munger added that he felt Mrs. Folk could handle the job on Rehab Ward and do a very good job. Mr. Carr reported that Mrs. Folk was transferred to Nursing Service on Monday, November 8, 1976, and had submitted her resignation on Wednesday, November 10, 1976, effective November 26, 1976. He also informed the Board that the Employee Relations Committee had received an eight page letter from Mrs. Folk and they would be hearing her grievance.

E. Housing for Associate Medical Director. Mr. Carr reported that he had been informed that the Legislative Finance Committee had recommended to the Governor that no action be taken on any building requests until a policy covering residential housing was established by Property Control. Discussion ensued. It was suggested that possibly the best way to pursue this matter was directly with the Department of Finance & Administration (DFA) since their approval was necessary in order to transfer available funds. The Board recommended that we effect a transfer of funds to cover those items already approved by DFA and LFC.

F. Mr. Carr reported that he had spoken with the Attorney General's (AG) office concerning the Board request for clarification on the Sovereign Immunity question. He said that their response had been that sovereign immunity would apply on that amount of difference between our current coverage and that required by the Tort Claims Act and that they also felt that if it was declared unconstitutional at some future time, it would not be retrospective in application. They also added that they did not anticipate that it would be declared unconstitutional. Mr. Carr indicated that he would continue efforts to get a formal Attorney General's Opinion concerning this matter.

G. Mr. Carr reported that the electrical remodeling was complete and finalized and that the major portion of the heating and airconditioning was complete with the exception of a few items requiring attention in the surgical unit. He also noted that the Intensive Care Unit was now being utilized and that the monitors were here but instructions on their use had not yet been given by the manufacturer's representative. He reported that the boilers were now installed but that we were having control problems with one and new controls had been ordered.

Mrs. Cleveland reviewed the financial statements for the month of October (see attached Balance Sheet and Income & Expense Summary). Overtime for the month totalled \$1,141.32. Average bank balances for the period ending October 31, 1976, were:

Hot Springs National Bank	\$187,914	(86%)
First State Bank	\$ 30,564	(14%)

CARRIE TINGLEY HOSPITAL

BOARD OF DIRECTORS' MEETING

The Board of Directors of Carrie Tingley Hospital held its regular monthly meeting on Friday, November 12, 1976, at 1:30 P.M. Members present were Don Pettijohn, Jim Davidson, Betty Hamilton, and Karen Gentry. Board member, Virgil McCollum, was absent. Also present were Dr. David Munger, Medical Director, John Carr, Administrator, Gloria O'Bryant, Employee Relations Committee, Bea Cleveland, Business Manager, and Karen Baize, Administrative Secretary.

Minutes of the previous meeting were approved by motion of Jim Davidson, seconded by Betty Hamilton.

The report of the Medical Director included the following:

- A. Review of statistics for the month of October 1976. Dr. Munger noted that the year-to-date statistics for post operative infections (3) reflected two infections which occurred the same day due to temporary problems experienced with the new air-conditioning system in the surgical unit. It was also noted that we had somehow lost a month's statistics for the cast room and since they could not be reconstructed, would continue to remain low in the year-to-date comparisons.
- B. Dr. Chestnut's acceptance of the Medical Advisory Committee appointment was noted with pleasure.
- C. Dr. Munger informed the Board that Dr. Sherman was doing a great job and was a very positive asset for the hospital.
- D. Information on the Winter Orthopaedic Seminar scheduled at Carrie Tingley on December 10th and 11th. Dr. Robert B. Winter, Director of Medical Education at Gillette Children's Hospital, will be guest lecturer.

The Administrator's report included the following:

- A. Results of the meeting with A&M Corporation consultant, Richard Marr, in Santa Fe. Mr. Carr reported that Virgil McCollum, Betty Hamilton, Dr. Munger, and himself had met with Mr. Marr and that their general impression was that the Governor's Reorganization Plan would not directly affect Carrie Tingley at this time.
- B. Review of Executive Order 76-41 concerning the relationship between exempt state employees and lobbyists and the format generated for reporting such contacts.
- C. Mr. Carr discussed a personnel problem concerning staffing in surgery. He indicated that it had been felt for sometime that

CARRIE TINGLEY HOSPITAL
CASH INCOME AND EXPENSE SUMMARY
65th F.Y. - September, 1976

1310

Cash and Expenses

	MONTH		YEAR TO DATE		Encumbrances	(Over) Under
	Actual	Budget	Actual	Budget		
INCOME						
Appropriation	-0-	128,875	257,750.00	386,625		128,875
TITLE V & XIX	7,388.32	5,833	31,890.94	17,499		(14,392)
Insurance-Private	19,428.85	19,709	42,269.14	59,127		16,858
Land & Misc. State	-0-	7,083	78,147.08	21,249		(56,898)
Quarters & Meals	1,369.49	1,083	4,185.61	3,249		(937)
Other Revenue	1,675.26	192	6,559.15	576		(5,983)
Title XIX Cost Reimb.						
Grants						
TOTAL OPR. INCOME	29,861.92	162,775	420,801.92	488,325		67,523
Donations - Pat. Ent.	136.00		187.00			
Interest - Inv. Fund	959.41		1,953.14			
Title I - ESEA - Schl.	-0-	1,825		5,475		5,475
TOTAL - ALL FUNDS	30,957.33	164,600		493,800		72,998
Investments Cashed						
TOTAL CASH RECEIPTS	30,957.33	164,600	422,942.06	493,800		72,998
EXPENSE						
001-009 Personnel	86,825.72	103,815	246,181.74	311,445	40,962	24,301
011-019 Employee Bfts.	11,489.28	16,050	42,342.02	48,150	5,162	646
021-029 Travel	1,595.04	1,508	3,619.84	4,524		904
031-039 Maintenance	6,722.27	3,450	14,534.29	10,350		(4,184)
041-049 Supplies	16,503.18	15,458	50,277.77	46,374		(3,904)
051-069 Contractual	20,373.36	15,483	50,600.22	46,449		(4,151)
071-079 Other Costs	2,792.07	5,542	3,335.67	16,626		13,290
081-091 Capital	57.34	3,425	2,148.40	10,275		8,127
TOTAL OPR. BUDGET EXP.	146,358.26	164,731	413,039.95	494,193	46,124	35,029
CCS Clinics	90.00		204.00			
Accts. Payables	11,663.01		26,718.35			
Patient Refunds	104.30		104.30			
Misc. & Other	14.94		89.34			
TOTAL OPR. NGN-BUDG. EXP.	158,230.51	164,731	440,155.94	494,193	46,124	35,029
Pat. Ent. Expense	230.66		645.50			
Inv. Fund Expense						
Title I - Schl. Exp.	1,046.03	1,194	2,093.94	3,582		1,488
Investments Purchased						
Misc.						
TOTAL - ALL FUNDS DISE	159,507.20	165,925	442,895.38	497,775	46,124	36,517

CASH SUMMARY

	OPERATING FUND		ALL FUNDS	
Beginning Cash	183,692.89	74,678.32	202,413.06	93,816.51
Cash Received	29,861.92	420,801.92	30,957.33	422,942.06
Cash Disbursed	158,230.51	440,155.94	159,507.20	442,895.38
Cash Balance	55,324.30	55,324.30	73,863.19	73,863.19
Encumbrances	46,124.00	46,124.00	46,124.00	46,124.00
Unencumbered Cash	9,200.30	9,200.30	27,739.19	27,739.19

CARRIE TINGLEY HOSPITAL
BALANCE SHEET

1309

OPERATING FUND

	<u>June 30, 1976</u>	<u>Sept. 30, 1976</u>
Cash in Bank - Hot Springs	72,340.22	52,663.33
Cash in Bank - First State	2,338.10	2,660.97
Petty Cash	315.00	315.00
Investments	60,000.00	60,000.00
Accounts Receivable - Patients	242,695.21	242,067.95
Less Allowances	<u>97,078.08</u>	<u>96,815.98</u>
Net Receivables - Patients	145,617.13	145,251.97
Employee Receivables	18.60	(8.22)
CCS Clinics Receivables	72.00	90.00
Inventory - Supplies	79,197.82	79,197.82
TOTAL - OPERATING FUND ASSETS	<u>359,898.87</u>	<u>340,170.87</u>

INVESTMENT FUND

Cash in Bank - Hot Springs	13,857.53	15,810.67
Investments - C/D's	70,000.00	70,000.00
Investments -		
TOTAL - INVESTMENT FUND ASSETS	<u>83,857.53</u>	<u>85,810.67</u>

PATIENT ENTERTAINMENT FUND

Cash in Bank - Hot Springs	<u>3,940.75</u>	<u>3,482.25</u>
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PLANT FUND

Land	10,000.00	10,000.00
Buildings & Structures	3,184,710.54	3,184,710.54
Furniture, Fixtures, Equipment	345,561.42	345,561.42
TOTAL - PLANT FUND ASSETS	<u>3,540,271.96</u>	<u>3,540,271.96</u>

TITLE I - SCHOOL FUND

Cash in Bank - Hot Springs	1,339.91	(754.03)
Accounts Receivable - Title I	-0-	-0-
TOTAL - TITLE I SCHOOL FUND ASSETS	<u>1,339.91</u>	<u>(754.03)</u>

GRAND TOTAL - ALL ASSETS

<u>3,989,309.02</u>	<u>3,968,981.72</u>
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OPERATING FUND - LIABILITIES

Encumbrances		
Accounts Payable - General	25,897.02	46,124.00
Accounts Payable - DPW (CCS)	200.00	200.00
Accounts Payable - Grants	1,932.47	1,111.14
TOTAL LIABILITIES	<u>28,029.49</u>	<u>47,435.14</u>

OPERATING FUND BALANCE

INVESTMENT FUND BALANCE

PATIENT ENTERTAINMENT FUND BALANCE

PLANT FUND BALANCE

TITLE I - SCHOOL FUND BALANCE

TOTAL - FUND BALANCES

331,869.38	292,735.73
83,857.53	85,810.67
3,940.75	3,482.25
3,540,271.96	3,540,271.96
1,339.91	(754.03)
<u>3,961,279.53</u>	<u>3,921,546.58</u>

GRAND TOTAL - LIABILITIES & FUND BALANCES

<u>3,989,309.02</u>	<u>3,968,981.72</u>
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June 1975 MONTH	#1	#3	#4	#5	#6	#7	TOTAL	1308
July	5	12		31	2	27	77✓	
August	3	7		41	1	30	82✓	
September	1	11	12	15	1	29	69✓	
October	8	7		13		24	52✓	
November	8	10		16		29	63✓	
December	22	10		10		16	58✓	
January	12	7		12		18	49✓	
February	8	12		7	1	22	50✓	
March	12	9		13		22	56✓	
April	13	11		12		33	69✓	
May	9	7		12		25	53✓	
June	6	9		15		18	48✓	
	107	112	12	197	5	293	726✓	

Per Cent	15%	15%	1%	27%	1 %	41%	100%
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- #1 - Full Pay
- 3 - Title XIX
- 4 - Part Pay
- 5 - Insurance (with Welfare or CCS)
- 6 - Los Lunas
- 7 - CCS in full

DISCHARGED PATIENTS REPORT

64th FY

1975-76

	#1	#2	#3	#4	#5	#6	#7	TOTAL DISCHARGES
July, 1975	15		7		12		24	58
Aug.	5		12		10	1	20	48
Sept.	8		4		9	2	17	40
Oct.	9		3		9	1	17	39
Nov.	9		6		5		20	40
Dec.	4		9		7	1	12	33
Jan., 1976	7		11		8		22	48
Feb.	5		4		7		10	26
Mar.	10		8		15	1	17	51
Apr.	4		11		11		24	50
May	6		12		5	1	29	53
June	11		15		11		18	55
TOTAL	93		102		109	7	230	541
PER CENT	17%		19%		20%	1%	43%	100%

- #1 - Full Pay
- #2 -
- #3 - Title XIX
- #4 - Part Pay (with Welfare or CCS)
- #5 - Insurance (with Welfare or CCS)
- #6 - Los Lunas
- #7 - CCS (in full)

OLD BUSINESS

- A. Notification of approval by State Personnel Office of the requested two-step increase for Food Service Supervisor, Della McGuire.
- B. Walk-through and explanation of progress of remodeling and boiler installation.

NEW BUSINESS

- A. Discussion concerning providing Swine Flu inoculations for patients and staff. Dr. Sherman indicated that patients with high priorities would be given the inoculation if the family desired but recommended that due to the controversy surrounding the vaccine, he would question the hospital's liability if they required staff and patients to have the shots.
- B. Discussion of revised University of New Mexico Resident contract indicated that two questions would require clarification prior to approval:
 - (1) Under the section dealing with the notification of how many Residents would be sent to Carrie Tingley, the Board felt that receipt of such notification at the beginning of a semester was not sufficient lead time.
 - (2) Actual initiation/effective date of contract.
- C. Discussion of proposed University of Colorado Resident contract. Mr. Carr informed the Board that the contract was basically the same except for an increase of \$1500 over what we had originally budgeted in the category of indirect and mal-practice insurance costs. Mr. Carr and Dr. Munger both had discussed the contract and recommended approval. Motion to approve made by Virgil McCollum, seconded by Jim Davidson, and unanimously passed.
- D. Status of Employee Awards Dinner plans. Mr. Carr informed the Board that the theme chosen by the Employee Night Committee for this year is, "Viva Nuevo Mexico". Presentation of awards are planned for Sue Wagner, ex-Board member, and Dr. Louis Breck, ex-MAC member. Mr. Carr informed the Board of the death of Ed Harbaugh, past member and Chairman of the Board of Directors. Jim Davidson recommended that a letter expressing the Board's sympathy be sent to Mrs. Harbaugh.
- E. Mr. Carr asked that the Board be thinking about appointing a replacement for Dr. Dixon as Chairman of the MAC in January.

F. Discussion concerning dates for Board meetings. Mr. Davidson expressed his opinion that the meetings should be held as was the policy in the past, on the third Friday of every month. The objection was raised to that policy because the two members who teach school are experiencing difficulties getting off on Fridays and if we were to continue meeting then, we risked the chance of not having a quorum present. After discussion, the motion was made by Betty Hamilton to establish a general, but not inflexible, rule of meeting on alternate Fridays and Saturdays during the school year; motion seconded by Karen Gentry and passed.

G. Mr. McCollum recommended that the Board consider the hiring of a Public Relations (PR) firm to help promote the hospital and Foundation, such action being viewed as an essential element in insuring the continued viability of Carrie Tingley. Considerable discussion ensued concerning various ideas and possible firms. Motion then made by Mr. McCollum to instruct the Administrator to contact some PR firms to obtain approximate prices involved in establishing a quality PR program for the hospital and the Foundation, seconded by Karen Gentry and unanimously passed.

The date for the next meeting was set for 1:30 p.m., on Friday, November 12, 1976, to coincide with the Employee Awards Dinner, with the December meeting tentatively scheduled for Saturday, December 18, 1976.

Being no further business, the meeting was adjourned at 12:15 p.m.


Don Pettijohn
Chairman

E. Information and discussion relative to the DFA and LFC budget hearings scheduled for October 18th and 21st respectively. Betty Hamilton and Virgil McCollum will plan to attend both hearings.

F. Review of Discharged Patients Report for 64FY (attached).

G. Letter from Mr. & Mrs. Walter Stolte concerning the status of the colosing of the sale of the property from the Maggie Davis Estate.

H. Brief review of articles historically provided to the Administrator and Medical Director from hospital stock per contracts.

I. Information from Mr. Carr regarding a planning document requested by the Governor showing programs of past years and outlining plans for the next two or three years, implementation dates, etc., and discussion concerning content of such document.

J. Discussion of Board's continuing concern for a comprehensive State Health Plan after Betty Hamilton's suggestion to "push" for such an effort.

K. Discussion of Board's requests to the Attorney General's Office concerning the revised Swimming Pool Policy and their concern over the "sovereign immunity" question. Mr. Carr said he had again talked to the AG's office who indicated that a reply on the pool policy would be forthcoming within the week. Mr. Carr suggested that a follow-up be sent regarding the sovereign immunity question.

L. Report to the Board of the request from the OR Supervisor, Daisy Wilson, to transfer to the regular nursing service and her subsequent replacement by Lorraine Matzka.

FINANCIAL REPORT

Bea Cleveland reviewed the Financial Statements for the month of September 1976. The Balance Sheet and Cash Income & Expense Summary are attached. Overtime for the month totalled \$631.78. Average bank balances for the month were:

Hot Springs National Bank:	\$189,197.00
First State Bank:	\$ 32,902.00

The Board was given a revised Budget Expense and Income Analysis for FY66 reflecting corrections in increased gas prices and the previous ommission of one employee in the Personnel Services category. The result is an expense budget of \$2,192,731., an increase of 11% over the previous year, and a general fund appropriation request of \$1,773,700., an increase of 14.7%.

CARRIE TINGLEY HOSPITAL

BOARD OF DIRECTORS' MEETING

October 16, 1976

The Board of Directors of Carrie Tingley Hospital held its regular monthly meeting at 8:30 p.m., on Saturday, October 16, 1976. Members present were Don Pettijohn, James Davidson, Betty Hamilton, Virgil McCollum, and Karen Gentry. Also present were Dr. Frederick Sherman, Associate Medical Director, John Carr, Administrator, Bea Cleveland, Business Manager, and Karen Baize, Administrative Secretary.

Minutes of the Board of Directors' meeting and minutes of the joint meeting of the Medical Advisory Committee (MAC) and Board held on September 17, 1976, were approved by motion by Betty Hamilton and second by Karen Gentry.

Report of the Medical Director was given by Dr. Sherman and included the following:

- A. Review of statistics for month of September, including a correction in the number of post-operative infections for September from two to one.
- B. Notification and acceptance by the Board of the resignation of Dr. Steven Feagler from the MAC. After discussion of both Dr. Feagler's and Dr. Munger's recommendations to consider Dr. William Chestnut of Albuquerque as Dr. Feagler replacement, Betty Hamilton moved that Dr. Chestnut be asked to accept the appointment effective January 1, 1977, and that the Board's appreciation be expressed to Dr. Feagler; motion seconded by Karen Gentry and unanimously passed.

The Administrator's Report included:

- A. Notification of New Mexico Physicians' Mutual Liability Company's decision to continue professional liability coverage for hospitals.
- B. Postponement of visit on reorganization of State government by A&M Corp. representative, Richard Marr, until October 20th.
- C. Notification that Board members could possibly be contacted by the mother of patient Maxine Langley who is apparently unhappy with the nursing care. Dr. Sherman discussed circumstances concerning case.
- D. Report of electrical fire at Carrie Tingley on September 21, 1976, resulting in damage to an electrical motor. Damages estimated at approximately \$75.

The group briefly discussed the seminar held at Carrie Tingley in August for General Practitioners, and the resulting referrals, and Carrie Tingley's continuing state-wide scoliosis screening program.

Following lunch, the meeting was adjourned.

Don Pettijohn
Don Pettijohn
Chairman

the MAC felt that was a legitimate responsibility of the MAC and agreed to serve in that capacity if such discrepancies arise in the future. Dr. Munger then pointed out that the Resident's progress reports would be compiled into a final report and forwarded to their program director and would be reviewed with the MAC.

Dr. Dixon expressed the MAC's appreciation for the Board's decision to continue the orthopaedic program of Carrie Tingley Hospital at its present location, thus allowing the augmentation of plans aimed at upgrading the quality of medical services available. The MAC also expressed its appreciation of the Board's support of Dr. Munger in these efforts and of Mr. Carr in his efforts to upgrade the facility's physical plant. In connection with the upgrading of services, the MAC welcomed the addition of Dr. Gary Bommelaere as Pediatrician and Dr. Frederick Sherman as Associate Medical Director.

Dr. Dixon expressed the opinion that by providing a broad spectrum of children's orthopaedics at Carrie Tingley Hospital, and with the addition of more sophisticated surgical capabilities, the hospital's expertise would continue to grow and would remain unmatched in this area.

The MAC thanked Mr. Carr for his total and dedicated support of Carrie Tingley Hospital and his personal support of Drs. Munger and Dixon.

In closing, Dr. Dixon tendered his resignation as Chairman of the MAC effective December 31, 1976. Don Pettijohn, Chairman of the Board of Directors, thanked Dr. Dixon for his loyal and invaluable service to the MAC and to Carrie Tingley Hospital. Dr. Munger also thanked Dr. Dixon and noted that with the addition of Dr. Bommelaere and Dr. Sherman, the capabilities at Carrie Tingley were unlimited.

During the general discussion which ensued, Betty Hamilton informed the MAC members that there still seemed to be some doubt at the State level concerning the long-term viability of Carrie Tingley Hospital. The MAC members responded by indicating they had no question that the viability of the hospital could and would be maintained on a long-term basis now that the decision to do so had been made. Dr. Overton added that Carrie Tingley provides, along with excellent medical services, an environment which cannot be created elsewhere, and in the rehabilitation of a child, environment is a major factor. He added that to keep the hospital in the mainstream of children's orthopaedics, programs and services must continue to be broadened and expanded and we must do some public relations work to let the people know what we're doing at Carrie Tingley Hospital.

CARRIE TINGLEY HOSPITAL

JOINT MEETING
MEDICAL ADVISORY COMMITTEE-BOARD OF DIRECTORS

September 17, 1976

A joint meeting of the Carrie Tingley Hospital Medical Advisory Committee and the Board of Directors was held at 12:30 p.m., Friday, September 17, 1976, at the Airport Marina Hotel in Albuquerque, New Mexico.

Board members present included Mr. Don Pettijohn, Mr. James Davidson, Mrs. Betty Hamilton, Mr. Virgil McCollum and Mrs. Karen Gentry. Medical Advisory Committee members present were Dr. George Dixon, Dr. George Omer, Dr. Lewis Overton and Dr. William Westen. Also present were Dr. David Munger, Medical Director, Dr. Frederick Sherman, Associate Medical Director, Mr. John Carr, Administrator, Mrs. Bea Cleveland, Business Manager, and Mrs. Karen Baize, Administrative Secretary.

Dr. Dixon, Chairman of the Medical Advisory Committee (MAC), welcomed members of the Board of Directors and guests then reported briefly on the earlier meeting of the MAC. In reviewing statistics for the year ending June 30, 1976, Dr. Dixon noted that statistics looked good even though Dr. Munger had been without an assistant during that period. He remarked that this was definitely a tribute to Dr. Munger's organizational momentum. Dr. Dixon also noted that SBP statistics were down, indicating that the State was now doing more in this area.

Dr. Dixon reported that the MAC had reviewed and discussed the very costly clinics being conducted by Carrie Tingley twice a month at Bernalillo County Medical Center (BCMC) and was recommending that the hospital and the Board, with the MAC's help, explore some alternate method of holding these clinics.

Dr. Dixon also reported that the MAC had discussed a problem facing all educational institutions - the problem of documentation of the Resident's specific training exposure and his progress throughout the training period. He reported that a standardized progress reporting mechanism would be established which would be gone over with the Resident at least every two months. The process should allow for the review of the Resident's progress as well as the educational program itself. Dr. Dixon pointed out that the MAC also expressed concerns that the Resident should have some review process available in case of major differences of opinion between the Resident and the Medical Director. He pointed out that

CARRIE TINGLEY HOSPITAL
CASH INCOME AND EXPENSE SUMMARY
65th F.Y. - August, 1976

1299

	MONTH		YEAR TO DATE		Encum- brances	(Over) Under
	Actual	Budget	Actual	Budget		
<u>INCOME</u>						
Appropriation	128,875.00	128,875	257,750.00	257,750		-0-
TITLE V & XIX	18,760.39	5,833	24,502.62	11,666		(12,837)
Insurance-Private	10,745.11	19,709	22,840.29	39,418		16,578
Land & Misc. State	77,428.08	7,083	78,147.08	14,166		(63,981)
Quarters & Meals	1,447.19	1,083	2,816.12	2,166		(650)
Other Revenue	4,434.45	192	4,883.89	384		(4,500)
Title XIX Cost Reimb.						
Grants						
TOTAL OPR. INCOME	241,690.22	162,775	390,940.00	325,550		(65,390)
Donations - Pat. Ent.	9.00		51.00			
Interest - Inv. Fund	187.49		993.73			
Title I - ESEA - Schl.		1,825		3,650		3,650
TOTAL - ALL FUNDS	241,886.71	164,600	391,984.73	329,200		
Investments Cashed						
TOTAL CASH RECEIPTS	241,886.71	164,600	391,984.73	329,200		(61,740)
<u>EXPENSE</u>						
001-009 Personnel	86,171.68	103,815	159,356.02	207,630	29,994.80	18,279
011-019 Employee Bfts.	13,306.48	16,050	30,852.74	32,100		1,247
021-029 Travel	833.39	1,508	2,024.80	3,016		991
031-039 Maintenance	3,575.65	3,450	7,812.02	6,900		(912)
041-049 Supplies	18,555.43	15,458	33,774.59	30,916		(2,858)
051-069 Contractual	13,999.24	15,483	30,226.86	30,966		739
071-079 Other Costs	(1,417.23)	5,542	543.60	11,034		10,541
081-091 Capital	478.01	3,425	2,091.06	6,850		4,759
TOTAL OPR. BUDGET EXP.	135,502.65	164,731	266,681.69	329,462	29,994.80	32,786
CCS Clinics	114.00		114.00			
Accts. Payables			15,055.34			
Patient Refunds						
Misc. & Other	37.20		74.40			
TOTAL OPR. NON-BUDG. EXP.	135,653.85	164,731	281,925.43	329,462		32,786
Pat. Ent. Expense	344.43		414.84			
Inv. Fund Expense						
Title I - Schl. Exp.		1,194	1,047.91	2,388		1,340
Investments Purchased						
Misc.						
TOTAL - ALL FUNDS DISB.	135,998.28	165,925	283,388.18	331,850	29,994.80	34,126

CASH SUMMARY

OPERATING FUND

ALL FUNDS

Beginning Cash	77,656.52	74,678.32	96,524.63	93,816.51
Cash Received	241,690.22	390,940.00	241,886.71	391,984.73
Cash Disbursed	135,653.35	281,925.43	135,998.28	283,388.18
Cash Balance	183,692.89	183,692.89	202,413.06	202,413.06
Encumbrances	29,994.80	29,994.80	29,994.80	29,994.80
Unencumbered Cash	153,698.09	153,698.09	172,418.26	172,418.26

CARRIE TINGLEY HOSPITAL
BALANCE SHEET

1298

OPERATING FUND		June 30, 1976	August 31, 1976
Cash in Bank - Hot Springs		72,340.22	177,976.98
Cash in Bank - First State		2,338.10	5,715.91
Petty Cash		315.00	315.00
Investments		60,000.00	60,000.00
Accounts Receivable - Patients	242,695.21		236,630.71
Less Allowances	<u>97,078.08</u>		<u>94,652.28</u>
Net Receivables - Patients		145,617.13	141,978.43
Employee Receivables		18.60	18.60
CCS Clinics Receivables		72.00	114.00
Inventory - Supplies		<u>79,197.82</u>	<u>79,197.82</u>
TOTAL - OPERATING FUND ASSETS		<u>359,898.87</u>	<u>465,316.74</u>
INVESTMENT FUND			
Cash in Bank - Hot Springs		13,857.53	14,851.26
Investments - C/D's		70,000.00	70,000.00
Investments -			
TOTAL - INVESTMENT FUND ASSETS		<u>83,857.53</u>	<u>84,851.26</u>
PATIENT ENTERTAINMENT FUND			
Cash in Bank - Hot Springs		<u>3,940.75</u>	<u>3,576.91</u>
PLANT FUND			
Land		10,000.00	10,000.00
Buildings & Structures		3,184,710.54	3,184,710.54
Furniture, Fixtures, Equipment		<u>345,561.42</u>	<u>345,561.42</u>
TOTAL - PLANT FUND ASSETS		<u>3,540,271.96</u>	<u>3,540,271.96</u>
TITLE I - SCHOOL FUND			
Cash in Bank - Hot Springs		1,339.91	292.00
Accounts Receivable - Title I		-0-	-0-
TOTAL - TITLE I SCHOOL FUND ASSETS		<u>1,339.91</u>	<u>292.00</u>
GRAND TOTAL - ALL ASSETS		<u>3,989,309.02</u>	<u>4,094,308.87</u>
OPERATING FUND - LIABILITIES			
Encumbrances			29,994.80
Accounts Payable - General		25,897.02	11,658.00
Accounts Payable - DFW (CCS)		200.00	200.00
Accounts Payable - Grants		<u>1,932.47</u>	<u>1,116.15</u>
TOTAL LIABILITIES		<u>28,029.49</u>	<u>42,968.95</u>
OPERATING FUND BALANCE		331,869.38	422,347.79
INVESTMENT FUND BALANCE		83,857.53	84,851.26
PATIENT ENTERTAINMENT FUND BALANCE		3,940.75	3,576.91
PLANT FUND BALANCE		3,540,271.96	3,540,271.96
TITLE I - SCHOOL FUND BALANCE		<u>1,339.91</u>	<u>292.00</u>
TOTAL - FUND BALANCES		<u>3,961,279.53</u>	<u>4,051,339.92</u>
GRAND TOTAL - LIABILITIES & FUND BALANCES		<u>3,989,309.02</u>	<u>4,094,308.87</u>

OLD BUSINESS

A. The Board reviewed correspondence from the Attorney General's office concerning the administrative closing of the E.E.O.C. complaints against various State agencies, including Carrie Tingley.

B. Board members were informed, via copy, of DFA's response on the question raised concerning the payment of per diem.

C. Discussion was held concerning a date for 1976 Employee Awards Dinner. November 12, 1976, was agreed upon as the best date. The Board meeting will be held that same afternoon at 1:30 p.m.

D. A recommendation submitted last year by the Employee Night Committee for a retired employees' picture gallery was discussed. While the Board was in favor of such an endeavor, they were unable to decide on the proper place for display, etc., and the decision was made to turn it back over to the Night Committee for their ideas and recommendations.

E. Mr. Carr reported that we were finally in receipt of all documentation concerning the professional liability insurance coverage for the hospital and physicians.

F. Discussion of the Maggie Davis Estate. The Board was informed that a Certificate of Insurance for the Stolte property had been received and had been corrected to reflect Carrie Tingley Hospital and Sadie McClintock Fund as mortgage holders instead of the Veterans Administration.

G. By motion of Karen Gentry, seconded by Betty Hamilton, unanimous approval was given for the expenditures listed in the August 26, 1976, letter to DFA concerning the 64FY cash carry-over. DFA's response to the letter was discussed at length.

The next regular meeting of the Board was scheduled for Saturday, October 16, 1976, at Carrie Tingley Hospital. As previously discussed, the November meeting will be held at 1:30 p.m. on Friday, November 12, 1976, at Carrie Tingley.

Being no further business, the meeting was adjourned to enable Board members to meet with the Medical Advisory Committee.


Don Pettijohn, Chairman

ensued. Betty Hamilton moved that pending official notification from the Attorney General's office, approval be granted for the use of the hospital's pools by officially sponsored government organizations (school, city, county, etc.) responsible for the program so long as such approval did not interfere with other hospital activities and with the Board reserving the right to cancel such permission at any time. Virgil McCollum expressed his concern over "opening the door" any further and stressed that the Board should first consider the additional liability which might be created by doing so. Motion lost for lack of second.

M. Review of statistics for the month of August.

FINANCIAL REPORT

A. Financial Statements for the month ending August 31, 1976, were reviewed by Bea Cleveland. The Balance Sheet and Cash Income & Expense Summary are attached hereto. Overtime for the month totalled \$600.68. Average bank balances were:

Hot Springs National Bank	\$141,478.00
First State Bank	\$ 27,718.00

B. Review of the FY66 Budget Request by Mr. Carr. Mr. Carr advised that since the preparation of the request, he had received information from the local gas company manager concerning projected gas prices which would substantially increase that particular category. Motion to accept the budget request as presented, allowing for adjustment to the above mentioned category, made by Virgil McCollum, seconded by Karen Gentry, and passed unanimously. Mr. Carr informed the Board that the DFA budget hearing had been set for October 4, 1976, at 10 o'clock in the morning in Santa Fe. Board members who could arrange to be there were urged to do so.

NEW BUSINESS

A. The Board reviewed their policy concerning the employment of family members and after brief discussion, authorized the hiring of Sally Torres, sister of Mary Lou Sanchez, as Attendant in Nursing Services. Motion was made by Betty Hamilton and seconded by Karen Gentry.

B. By unanimous vote, the hiring of a nurse consultant to assist in the upgrading of Nursing Service was approved by motion of Betty Hamilton and second by Karen Gentry. This matter was discussed and informally agreed to at the August meeting at which a quorum was not present.

to State Purchasing, we can dispose of these in any way we see fit as long as they do not appear on any inventory. Mr. Carr advised that we would be requesting bids from salvage companies and advertising locally for the disposal of this property.

E. Notification of Mr. Carr's appointment by Governor Apodaca to the New Mexico Developmental Disabilities Council. Mr. Carr said he felt that at such time we employed a PhD. Rehabilitation Psychologist, he should replace Mr. Carr on the Council.

F. Receipt of \$9,706.30 by the Foundation from the closing of the Shirley Gilliam Estate and information regarding the Final Accounting and Acceptance of Service on the Newton Paradine Estate which should leave approximately \$10,000 to the Foundation.

G. Cancellation of the Annual Carrie Tingley Hospital Foundation Benefit Golf Tournament due to flood damage at the Elephant Butte Golf Course.

H. Mr. Carr's anticipated attendance at the American Hospital Association Convention in Dallas, September 20-24, 1976.

I. Requested approval by the Department of Finance & Administration of Dr. Sherman's contract. Mr. Carr reported that the contract had been returned by our analyst indicating that no action by DFA was necessary. Mr. Carr also reported that a recent review of State Statutes had revealed that the Governor should be advised of such positions being filled. The Board directed the Administrator to comply with this requirement on their behalf.

J. Acceptance by the University of New Mexico (UNM) School of Architecture, Design Center, students to undertake for projects the playground and interior design planning for Carrie Tingley. The students have asked only that they be reimbursed out-of-pocket expenses. Motion to pay all direct, out-of-pocket expenses incurred by the UNM students working on these projects made by Karen Gentry, seconded by Betty Hamilton, and unanimously passed.

K. Discussion concerning the meeting scheduled for Saturday, September 18, 1976, by New Mexico Physician's Mutual Liability Company to vote on objections raised by a certain group of physicians to insuring (1) osteopaths, (2) State hospitals, and (3) hospitals in general.

L. Request from the newly formed T. or C. Swim Team to use the indoor pool at Carrie Tingley during the winter months for training purposes. It was the general opinion of the Board that they could not justly respond to the request until an official reply had been received from the Attorney General's office. Discussion

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

September 17, 1976

The Board of Directors of Carrie Tingley Hospital held their regular monthly meeting at 8:30 a.m., Friday, September 17, 1976, at the Airport Marina Hotel, Albuquerque, New Mexico. Members present were Mr. Don Pettijohn, Mrs. Betty Hamilton, Mr. Virgil McCollum, Mrs. Karen Gentry and Mr. James Davidson. Also present were Mr. John Carr, Administrator, Mrs. Bea Cleveland, Business Manager, and Mrs. Karen Baize, Administrative Secretary.

Minutes of the Board meeting held on July 23, 1976, were approved by motion of Virgil McCollum and second by Karen Gentry. Due to the lack of a quorum, there were no minutes from the August meeting.

The Administrator's report included the following:

- A. Information concerning the scheduled meeting with Mr. Richard Marr, A&M Corporation, consultant firm engaged in the analysis on the reorganization of State government. Due to scheduling conflicts, Mr. Marr has requested that this meeting be postponed until September 27, 1976. Mr. Pettijohn will plan to attend this meeting.
- B. Correspondence with State Personnel Office concerning inadequate salaries in the middle-management classifications. Mr. Carr informed the Board that he had requested an emergency retention increase for Food Service Supervisor, Della McGuire, since remedial action by State Personnel could not be effected until next year.
- C. Following lengthy discussion regarding clarification of items available from hospital stock to the two staff physicians and hospital administrator per respective contracts, Betty Hamilton moved that those items be limited to those items normally stocked for institutional use; motion seconded by Karen Gentry and unanimously passed. Virgil McCollum moved that the Administrator prepare a list of every type of item historically furnished over the past years to provide some kind of basis for establishing future policy; motion seconded by Betty Hamilton and unanimously passed.
- D. Information concerning disposal of surplus property, more specifically, (1) butane tanks left over as a result of converting the residences to natural gas; (2) copper scrap from transformers discarded as a result of the electrical modifications, and (3) #1 scrap steel from the three boilers recently replaced. According

CARRIE TINGLEY HOSPITAL
BOARD OF DIRECTORS' MEETING

August 20, 1976

A regular meeting of the Board of Directors of Carrie Tingley Hospital was scheduled for August 20, 1976, at Carrie Tingley Hospital. Members present were Don Pettijohn and Jim Davidson. Due to the lack of a quorum, no official meeting was held.

CARRIE TINGLEY HOSPITAL
CASH INCOME AND EXPENSE SUMMARY
64th F.Y. - June 30, 1976

1293

	Month		Year to Date		(Over) - Under
	Actual	Budget	Actual	Budget	
INCOME					
General Fund Approp.	118,125.00	118,125	1,417,500.00	1,417,500	-0-
Payment Title XIX & V	10,439.23	5,833	61,270.44	70,000	8,730
Payment Private	24,761.75	20,000	223,363.61	240,000	16,636
Land & Misc. State Income	1,540.00	3,667	89,573.57	44,000	(45,573)
Personnel Quarters - Meals	1,644.06	667	13,921.86	8,000	(5,921)
Other Revenue	1,994.35	333	7,831.77	4,000	(3,832)
Non-Budgeted: Title XIX Cost			2,000.00		(2,000)
" " Grants,			1,100.00		(1,100)
TOTAL OPERATING FUND INCOME	158,504.39	148,625	1,816,561.25	1,783,500	(33,060)
Donations - Patient Ent. Fund	392.60		3,681.79		(3,682)
Interest - Investment Fund	3,341.65		9,983.44		(9,983)
Title I - ESEA - School Fund	4,020.21	1,083	20,555.21	13,000	(7,555)
GRAND TOTAL INCOME - ALL FUNDS	166,258.85	149,708	1,850,781.69	1,796,500	(54,280)
Investments Cashed					
TOTAL CASH RECEIVED	166,258.85	149,708	1,850,781.69	1,796,500	(54,280)
EXPENSE					
	Encumbrances				
Medical Expense 20,320.04	85,214.85	83,100	941,049.86	997,200	35,829
Dietary Expense 1,361.52	13,016.48	15,275	167,396.80	183,300	14,542
Maintenance Expense 2,245.03	71,756.01	30,866	389,272.59	370,400	(21,118)
Administrative Exp. 1,970.43	14,123.61	18,883	212,896.07	226,600	11,733
Non-Budgeted Expense	243.40		10,068.94		
TOTAL OPERATING EXP. 25,897.02	184,354.35	148,124	1,720,684.26	1,777,500	40,986
Patient Entertainment Expense	326.18		2,674.76		(2,675)
Investment Fund Expense	2,500.00		2,500.00		(2,500)
Title I - ESEA - School Exp.	1,997.34	1,583	19,476.39	19,000	(486)
GRAND TOTAL EXPENSE-ALL FUNDS	189,177.87	149,707	1,745,335.41	1,796,500	37,825
Transfers -(to Investments)			40,000.00		
TOTAL CASH DISBURSED 25,897.02	189,177.87	149,707	1,785,335.41	1,796,500	35,325

CASH SUMMARY - OPERATING FUND

	Month	Year to Date
Beginning Cash	100,528.28	18,801.33
Cash Received	158,504.39	1,816,561.25
Encumbrances, Last Month		40,000.00 C/D
Cash Disbursed	184,354.35	1,720,684.26
Cash Balance	74,678.32	74,678.32
Encumbrances, This Month	25,897.02	25,897.02
Unencumbered Cash	48,781.30	48,781.30

CASH SUMMARY - ALL FUNDS

	Month	Year to Date
	116,735.53	28,370.23
	166,258.85	1,850,781.69
	189,177.87	1,785,335.41
	93,816.51	93,816.51
	25,897.02	25,897.02
	67,919.49	67,919.49

Operating Fund

INVESTMENT SCHEDULE

Certificates of Deposit	60,000.00
Investment Fund	
restricted	747.00
Cash, Unrestricted	13,110.53
Certificates of Deposit	70,000.00
U. S. Treasury Bills	
TOTAL INVESTMENT FUND	83,857.53

GRAND TOTAL - ALL INVESTMENTS

143,857.53

CARRIE TINGLEY HOSPITAL
BALANCE SHEET

<u>OPERATING FUND</u>	<u>June 30, 1975</u>	<u>June 30, 1976</u>
Cash in Bank - Hot Springs	13,508.27	72,340.22
Cash in Bank - First State	5,293.06	2,338.10
Petty Cash	315.00	315.00
Investments	20,000.00	60,000.00
Accounts Receivable - Patients	251,536.22	242,695.21
Less Allowances	100,614.49	97,078.08
Net Receivables - Patients	150,921.73	145,617.13
Employees Receivables	(3.30)	18.60
CCS Clinics Receivables		72.00
Inventory - Supplies	81,021.42	81,021.42
TOTAL - OPERATING FUND ASSETS	<u>271,056.18</u>	<u>361,722.47</u>
 <u>INVESTMENT FUND</u>		
Cash in Bank - Hot Springs	6,374.09	13,857.53
Investments - C/D's	70,000.00	70,000.00
Investments -		
TOTAL - INVESTMENT FUND ASSETS	<u>76,374.09</u>	<u>83,857.53</u>
 <u>PATIENT ENTERTAINMENT FUND</u>		
Cash in Bank - Hot Springs	2,933.72	3,940.75
 <u>PLANT FUND</u>		
Land	10,000.00	10,000.00
Buildings & Structures	2,906,230.89	3,184,710.54
Furniture, Fixtures, Equipment	343,671.60	345,736.42
TOTAL - PLANT FUND ASSETS	<u>3,259,902.49</u>	<u>3,540,446.96</u>
 <u>TITLE I - SCHOOL FUND</u>		
Cash in Bank - Hot Springs	261.09	1,339.91
Accounts Receivable - Title I	6,671.00	-0-
TOTAL - TITLE I SCHOOL FUND ASSETS	<u>6,932.09</u>	<u>1,339.91</u>
 <u>GRAND TOTAL - ALL ASSETS</u>	<u>3,617,198.57</u>	<u>3,991,307.62</u>
 <u>OPERATING FUND - LIABILITIES</u>		
Encumbrances		25,897.02
Accounts Payable - General	6,977.82	-0-
Accounts Payable - DPW (CCS)	200.00	200.00
Accounts Payable - Grants	1,781.71	1,072.25
TOTAL LIABILITIES	<u>8,959.53</u>	<u>27,169.27</u>
 OPERATING FUND BALANCE	262,096.65	334,553.20
INVESTMENT FUND BALANCE	76,374.09	83,857.53
PATIENT ENTERTAINMENT FUND BALANCE	2,933.72	3,940.75
PLANT FUND BALANCE	3,259,902.49	3,540,446.96
TITLE I - SCHOOL FUND BALANCE	6,932.09	1,339.91
TOTAL - FUND BALANCES	<u>3,608,239.04</u>	<u>3,964,138.35</u>
 <u>GRAND TOTAL - LIABILITIES & FUND BALANCES</u>	<u>3,617,198.57</u>	<u>3,991,307.62</u>

for our physicians and nurse anesthetist to be covered under the University of New Mexico School of Medicine's policy with Aetna which has liability limits of \$500,000/\$1,000,000. The Board felt that their concern regarding the inadequacy and possible unconstitutionality of "sovereign immunity" should be officially expressed and directed the Administrator to request from the Attorney General an "opinion" on the application of "sovereign immunity" on the difference between our current coverage and that required by the Tort Claims Act. The Board also requested an Attorney General's "opinion" on the possible liability incurred by the hospital and/or Board during the period of coverage under the sovereign immunity theory should it be declared unconstitutional at some future time. Motion requesting Attorney General's "opinions" on above two matters made by Betty Hamilton, seconded by Virgil McCollum, and carried.

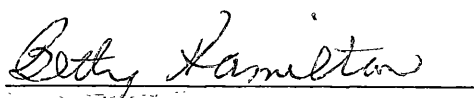
NEW BUSINESS

A. Virgil McCollum raised the question concerning the legality of Board members accepting free meals and lodging at Carrie Tingley Hospital while attending Board meetings in addition to receiving full payment of per diem and mileage. Discussion ensued with Dennis Hazelett since DFA is responsible for the implementation of the Per Diem Act. It was suggested that if the matter was to be pursued, it would be best to get an impartial ruling from the Attorney General. The Board directed the Administrator to pursue this matter with the Attorney General's office by letter asking legal advice on the question raised.

B. Virgil McCollum verbally submitted his resignation as Secretary of the Board, explaining that at the election of officers held last meeting, he hadn't realized, or had overlooked, the fact that he had already served a term as Secretary and felt it should be passed on. Based on seniority, he nominated Betty Hamilton as Secretary and moved that she be elected by acclamation; motion seconded by Karen Gentry and carried.

The next meeting of the Board of Directors was set for Friday, August 20, 1976, at Carrie Tingley Hospital. The September Board meeting and joint meeting with the Medical Advisory Committee was set for Friday, September 17, 1976, in Albuquerque, New Mexico. Date and arrangements for this meeting will be confirmed later.

Being no further business, meeting was adjourned at 12:15 p.m.



Betty Hamilton
Secretary

- D. An article by Fred Buckles appearing in the "Herald" concerning the FY 65 budget for Carrie Tingley Hospital was discussed.
- E. Information on the new annual premium for the Workmen's Compensation policy.
- F. Status of remodeling and boiler removal and installation. In this connection, a walk-through and explanation of work being done on the remodeling of Girls' Ward and Brace Shop and of the boilers was conducted by Mr. Carr.

OLD BUSINESS

A. Maggie Davis Estate

1. Mr. Carr reported that an Answer had been filed by our attorney in the pending suit. No further information was available at this time.
2. Inspection of the property in Williamsburg for which an offer to purchase has been received was not held due to the fact that Mr. Carr had discovered the property, as legally described, would take approximately 50 feet out of the backyards of four homes. He said that the local abstract company felt the legal description was incorrect on the deed. Options were discussed, and it was decided to wait until the matter could be discussed with our attorney before making any decisions.

B. Swimming Pool: Board members were given revised copies of the pool Policy and Rules & Regulations reflecting amendments and changes requested by the Board at its previous meeting. The Board was informed that there had been no major problems so far but that it was anticipated that the Rules & Regulations would probably need to be revised again to incorporate a few more items. Mr. Carr advised that we should have a response from the Attorney General's office by the next meeting in reference to our questions, but that in discussing this matter with the Attorney General's office, they had seen no real problem with the policy other than having some reservations about the guests.

C. On motion by Karen Gentry, seconded by Virgil McCollum, a bid of \$13,800 for installation of the two boilers by Chardan's Boiler Service of Albuquerque was accepted.

D. Malpractice Insurance: Mr. Carr reported that coverage for the hospital had been obtained by the State through New Mexico Physicians' Mutual Liability Company, with liability limits of \$100,000/\$300,000. In addition, arrangements were made by DFA

indicated that final budget adjustments had been accepted by DFA for two weeks after the June 30, 1976, deadline. He also indicated that he didn't feel there was any major problem and would double check on it and get back with us next week.

B. Under the Analysis of Accounts Receivable, the pros and cons of utilizing a collector or collection agency were discussed.

C. Overtime for the month totaled \$360.92. Average bank balances for the month of June were:

Hot Springs National Bank	\$ 200,817	(91%)
First State Bank	\$ 20,805	(9%)

D. Mrs. Cleveland reviewed a proposed new format for the presentation of Financial Statements. By motion of Virgil McCollum, seconded by Karen Gentry, the new format was accepted by the Board.

E. Final FY 64 budget adjustments, transferring \$83,000 in savings from Personnel and Employee Benefits to various other line items, was approved by motion of Betty Hamilton and second by Virgil McCollum.

ADMINISTRATOR'S REPORT

A. Mr. Carr reported that Jo Ann Janos had completed the American Medical Records Association course in June. Discussion ensued concerning possible reimbursement of the course cost to Mrs. Janos after one year of service to the hospital. It was decided that this matter should be taken up again next year at this time, along with the possible reimbursement of this course's cost to Kathy Roberts, Medical Records Supervisor.

B. An article sent in by Don Pettijohn from the Kiwanis Magazine titled, "Personal Liability: A Growing Threat to Volunteer Directors", was discussed briefly.

C. The Board was informed that Risk Management (DFA) had purchased a blanket Comprehensive Automobile Liability insurance policy through Fidelity Insurance Agency, Inc., of Roswell, New Mexico. Mr. Carr reported that our annual premium for this coverage would be \$629 as opposed to \$199 for last year. He also reported that the company was offering additional comprehensive and collision coverage and suggested this coverage, if desired, be obtained for the 1975 Chevrolet Station Wagon only, said coverage amounting to an additional cost of \$211. Motion so made by Virgil McCollum, seconded by Betty Hamilton, and carried.

CARRIE TINGLEY HOSPITAL

BOARD OF DIRECTORS' MEETING

July 23, 1976

The Board of Directors of Carrie Tingley Hospital held their regular monthly meeting at 8:30 a.m., Friday, July 23, 1976, at Carrie Tingley Hospital. Board members present were Jim Davidson, Virgil McCollum, Betty Hamilton and Karen Gentry; absent was Board Chairman, Don Pettijohn. Also present were John Carr, Administrator, Bea Cleveland, Business Manager, Gloria O'Bryant, Employee Relations Committee, and Karen Baize, Administrative Secretary. Special guests were Dennis Hazelett, Budget Analyst, Department of Finance & Administration (DFA), and Curtis Porter, Sr. Analyst, Legislative Finance Committee.

Minutes of the previous meeting were reviewed. Virgil McCollum felt that under Old Business, discussion of Swimming Pool Policy (Item A2), that the Board's position was not clearly emphasized and that the minutes should reflect the concern of the Board in endeavoring not to create an undue legal liability to the State by its policy, while at the same time attempting to provide to all employees as many fringe benefits as was possible. With this intent clearly defined, minutes of the previous meeting were approved by motion of Virgil McCollum and second by Betty Hamilton.

REPORT OF MEDICAL DIRECTOR

Report of the Medical Director was presented by Mr. Carr in Dr. Munger's absence and included the following:

- A. Statistics for the month of June 1976.
- B. Report on excellent response from General Practitioners and Pediatricians to the Practical Ambulatory Seminar to be held at Carrie Tingley on August 14, 1976.
- C. Approval was requested on Dr. Frederick Sherman's Application for Staff Privileges. Application unanimously approved effective August 14, 1976, by motion of Betty Hamilton and second by Karen Gentry.

FINANCIAL REPORT

The Financial Statements as of June 30, 1976, were reviewed by Bea Cleveland, Business Manager. The Balance Sheet and Cash Income & Expense Summary are attached hereto.

- A. It was noted under Operating Fund Expenses that even after year-end budget adjustments were made, we were still over-expended by \$1,017 in the Supplies category. In this respect, Dennis Hazelett was asked what kind of problem we had. He

No.	Item	Department	Acquired	Cost
4196	IBM Dict/Transc Machine	Medical Records	1968	\$ 475.50
4204	Pin Cutter	Surgery	1968	103.73
4205	Pin Cutter	Surgery	1968	103.73
4316	Pool Parallel Bars	Physical Therapy	1969	1,390.00
4323	Volleyball Stand	Recreation	1969	89.00
4327	Barrel-N-Slide	Recreation	1969	92.00
4373	Humidifier Deluxe	Nursing	1969	61.39
4374	Humidifier Deluxe	Nursing	1969	61.39
4407	Bedside Cabinet	Nursing	1968	86.85
4411	Bedside Cabinet	Nursing	1968	86.85
4412	Bedside Cabinet	Nursing	1968	86.85
4413	Bedside Cabinet	Nursing	1968	86.85
4416	Bedside Cabinet	Nursing	1968	86.85
4422	Bedside Cabinet	Nursing	1968	86.85
4426	Bedside Cabinet	Nursing	1968	86.85
4438	Bedside Cabinet	Nursing	1968	86.85
4439	Bedside Cabinet	Nursing	1968	86.85
4442	Bedside Cabinet	Nursing	1968	86.85
4504	Electric Motor	Maintenance	1969	68.85
4508	Fireye Programmer	Maintenance	1970	398.90
4584	Irrigator Stand	Nursing	1970	66.33
4585	Irrigator Stand	Nursing	1970	66.33
4586	Baumanometer	Nursing	1971	54.75
4593	Diagnostic Set	Nursing	1971	95.85
4594	Diagnostic Set	Nursing	1971	95.85
4595	Diagnostic Set	Nursing	1971	95.85
4596	Diagnostic Set	Nursing	1971	95.85
4626	Television, Port. 9"	Nursing	1971	100.00
4636	Electronic Calculator	Administration	1971	382.70
4697	Wheelchair	Nursing	1973	150.00
4753	Lectro Switch Pencils	Surgery	1974	117.80
4761	Dressing Aids	Occupational Therapy	1974	232.47
4770	Texas Nail Edger	Maintenance	1974	89.88
1607	Band Saw	Maintenance	1937	123.31
1927-28	Bed, 2 Long Boy	Nursing	1937	113.60
2945-48	Setees	Nursing	1960	538.00
3728	Toaster	Dietary	1965	120.00
4328	Dictaphone	Occupational Therapy	1969	279.50
4386	Bedside Cabinet	Nursing	1968	86.85
4399	Bedside Cabinet	Nursing	1968	86.85
4408	Bedside Cabinet	Nursing	1968	86.85
4409	Bedside Cabinet	Nursing	1968	86.85
4423	Bedside Cabinet	Nursing	1968	86.85
4424	Bedside Cabinet	Nursing	1968	86.85
4428	Bedside Cabinet	Nursing	1968	86.85
4440	Bedside Cabinet	Nursing	1968	86.85
4455	Stretcher Top	Nursing	1968	156.80
4497	Treatment Table	Physical Therapy	1969	77.00
4523	Air Conditioner	Maintenance	1970	181.25
4524	Air Conditioner	Maintenance	1970	181.25
TOTAL DELETIONS				<u>\$37,765.80</u>

No.	Item	Department	Acquired	Cost
3204-3211	Converters - 9	Maintenance	1961	\$ 400.00
3213	Dymo Machine	Administration	1962	49.95
3283	1961 Dodge Pickup	Maintenance	1961	1,641.50
3284	Baumanometer	Nursing	1961	61.30
3287	Pop Corn Machine	Recreation	1962	200.00
3310	Transcribing Machine	Medical	1962	375.00
3311	Dictating Machine	Administration	1962	415.00
3312	Dictating Machine	Medical Records	1962	415.00
3313	Dictating Machine	Medical Records	1962	415.00
3329	Record Player	Recreation	1963	125.00
3332	Record Player	Recreation	1963	125.00
3333	Water Cooler	Maintenance	1963	50.00
3343	Cast Cutter	Cast Room	1963	96.33
3344	Transcribing Machine	Administration	1963	375.00
3363	Scale, Health O Meter	Nursing	1963	75.00
3369	Evacuator, Tomac	Surgery	1963	121.00
3375	Electric Can Opener	Kitchen	1964	53.95
3409	Dictaphone	Medical Records	1964	415.00
3418	Spot Welder	Maintenance	1964	226.00
3567	Bolex Tripod	Photography	1964	99.50
3596	Tube Tester	Maintenance	1964	50.98
3597	Electric Sewer Cleaner	Maintenance	1964	191.50
3598	Snaketrainer, Handy Lect.	Maintenance	1964	104.00
3685	Junior Walker	Physical Therapy	1965	62.50
3693	Tidal Irrigator	Nursing	1965	172.00
3694	Restraining Tray	X-Ray	1965	54.00
3698	Irrigation Stand	Nursing	1965	64.00
3699	Irrigation Stand	Nursing	1965	64.00
3734	Sewing Machine	Housekeeping	1965	167.00
3740	Tractor	Maintenance	1965	70.00
3756	Mowing Machine	Maintenance	1965	62.00
3788	Roof Ranger Rider Mower	Maintenance	1965	250.00
3847	Adult Wheelchair	Nursing	1966	129.00
3865	Anesthesia Machine	Surgery	1966	-0-
3868	Garbage Disposal	Dietary	1966	462.82
3875	Love Seat	Housekeeping	1966	50.00
3876	Arm Chair	Housekeeping	1966	50.00
3877	Cocktail Table	Housekeeping	1966	50.00
3899	Walkie Talkie	Maintenance	1966	93.35
3908	Suction Machine	Surgery	1954	365.00
3915	Instrument Table	Surgery	1961	64.20
4008	Dictating Machine	Medical Records	1966	430.00
4014	Leg-Lengthening Machine	Surgery	1966	199.94
4019	Electric Motor	Brach Shop	1966	65.69
4023	Automatic Ice maker	Dietary	1966	1,044.00
4042-4043	Mattress & Box Springs	Housekeeping	1966	170.00
4126-4129	Aspiration Sets	Surgery	1966	388.00
4155	Cement Mixer	Maintenance	1967	518.36
4163	Exhaust Fan	Maintenance	1968	115.25
4166	Dishwasher	Residences	1968	215.95
4172	Cervical Punch	Surgery	1968	60.75
4173	Cervical Punch	Surgery	1968	63.00
4176	Halo Ring	Surgery	1968	81.77
4178-4179	2 Pair X-Ray Screens	X-Ray	1968	119.48
4181	Vacuum Collector	Maintenance	1968	171.00

EQUIPMENT ITEMS TO BE DELETED

64th Fiscal Year

June 31, 1976

No.	Item	Department	Acquired	Cost
HB-10-e	Headgear, 12 Helmets	Physical Therapy	1969	\$ 121.00
HB-10-f	Tether Ball & Pole	Recreation	1969	29.50
HB-10-g	Copper Enamel Kit	Recreation	1969	37.98
HB-10-h	Parts Cabinet	Recreation	1969	27.98
HB-10-i	Craft Tools Kit	Recreation	1969	110.56
HB-10-n	Fire Extinguisher	Nursing	1968	108.75
19-b	Cassettes and Screens	X-Ray	1960	1,074.80
19-d	Stationary Grid	X-Ray	1961	120.00
19-m	4 Chick Traction	Nursing	1967	257.80
19-n	4 Chick Traction	Nursing	1967	257.80
19-o	Fracture Table	Surgery	1957	1,022.82
20-c	Dual Video Light	Surgery	1961	1,890.00
20-h	Sterilizer	Central Supply	1961	3,066.00
26-c	Camera	Photography	1961	403.57
72	Adding Machine	Administration	1947	231.84
456	File Cabinet	Nursing	1937	52.39
476	Underwood Typewriter	Photography	1949	155.00
508	Cabinet and Sink	Nursing	1937	307.50
568	Stretcher	Nursing	1937	118.00
596	Drinking Fountain	Housekeeping	1955	235.35
603	Scale	Nursing	1937	60.00
677	Singer Sewing Mch.	Brace Shop	1937	89.50
687	Bandsaw	Brace Shop	1953	287.50
691	Naumkeag Attachment	Brace Shop	1951	88.75
705	Lathe Grinder	Brace Shop	1937	80.36
1318	Blueprint Desk & Map	Maintenance	1937	50.00
1356	Galvanized Truck Tub	Laundry	1937	167.00
1512	Portable Stretchers	Nursing	1937	118.00
1518	Walker, Adult	Nursing	1937	105.00
1521	Walker, Metal	Nursing	1937	100.00
1570	Walker, Adult	Nursing	1937	105.00
1577	Drinker, Collins Respirator	Nursing	1937	1,800.00
1598	Walker, Child	Nursing	1937	100.00
1617	Skill Saw	Maintenance	1954	76.50
1690	Scaffold, Metal	Maintenance	1937	100.00
1729	Piano	Recreation	1937	150.00
1747	Projector	Photography	1949	275.00
1859	Frigidare Imperial	Surgery	1955	423.91
2275	Cabinet, 8 Door Closet	Nursing	1937	150.00
2313	Stretcher, Metal	Nursing	1937	118.00
2414	Stretcher, Metal	Nursing	1937	118.00
2486	Cabinet, Monel Top	Nursing	1937	469.58
2491	Utility Cart	Nursing	1937	50.00
2613	Table, Monel	Nursing	1937	60.92
2843	Elec. Typewriter Reming.	Administration	1959	378.00
2859	Sander	Maintenance	1960	59.90
3001	Film Dryer	X-Ray	1961	415.22
3004	Table & Filing Bins	X-Ray	1961	674.22
3065	Ice Cream Maker	Dietary	1961	1,690.57

CARRIE TINGLEY HOSPITAL

BAD DEBTS

June 30, 1976

<u>PATIENT</u>	<u>PARENT</u>	<u>Service</u>	<u>Type</u>	<u>Billed</u>	<u>Amount</u>
Baca, Paul C.	Jose Baca	8/1974	IP Short-Stay	7 times	\$ 62.00
Bencomo, Irene R.	Joseph Bencomo	6/74	IP "	9	105.00
Carrasco, Samuel	Daniel Carrasco	10/74	IP	8	130.75
Chavez, Carl John	Tony M. Chavez	10/73	IP Bal/Ins.	9	30.18
Clark, Lindy R.	Armando Clark	3/75	IP	8	1,027.05
Coble, Tammie Raylene	Ray Coble	6/74	IP Bal/Ins.	9	24.50
Crnkovic, Karen Janice	Vernon Crnkovic	11/74	IP Bal/Ins.	7 Moved	498.95
Cuevas, Marina S.	Martine Cuevas	4/75	IP	6	379.80
Duffin, Wayne Keith	Peter Duffin	2/74	IP Bal/Ins	4	99.19
Duffin, Wayne Keith	Peter Duffin	6/74	IP Bal/Ins	8	200.41
Duffin, Wayne Keith	Peter Duffin	8/74	IP Bal/Ins	9	61.58
Duffin, Wayne Keith	Peter Duffin	11/74	IP Bal/Ins	9	490.95
Duffin, Wayne Keith	Peter Duffin	1/75	IP Bal/Ins	4	237.56
Ellis, Keith Martin	Phil Ellis	1/75	IP Bal/Ins	7	219.41
Ellis, Keith Martin	Phil Ellis	3/75	IP Bal/Ins	6	30.15
Ferguson, Robert Glenn	Katharine Newberry	12/74	IP Bal/Ins	4 Moved	179.95
Garcia, Carl Anthony	Abe Garcia	10/74	IP	9	337.10
Garcia, Felipe Armando	Lourdes Garcia	7/74	IP Bal/Ins	9	210.00
Hines, Terry Wade	Robert Hines	10/74	IP Bal/Ins	7	75.00
Jauregui, Efren Frank	Efren Jauregui	1/75	IP Bal/Ins	7	513.09
Jordan, Sean	Wayne Jordan	9/74	IP	7	627.25
Kessler, Pamela Jean	Kenneth Kessler	1/75	IP Bal/Ins	7	180.00
Kochmann, Martin	Richard Kochmann	12/74	IP	9	718.75
Martinez, Eduardo	Emma Martinez	2/75	IP	2 Moved	1,302.15
Morgan, Jeannine M.	Howard Morgan	12/74	IP Bal/Ins	6	150.59
Naranjo, Matilda	Thomas Naranjo	10/74	IP Bal/Ins	8	152.00
Rodriquez, Tommy	Clara Rodriquez	10/74	IP	9	505.10
Sedillo, Richard	Hermillo Sedillo	7/74	IP	6	52.00
Stacy, Jeanette D.	Jack Stacy, Jr.	10/73	IP Bal/Ins	21	100.00
Tibuni, Robert Jr.	Robert Tibuni	2/75	IP Bal/Ins	8	330.00
Tibuni, Robert Jr.	Robert Tibuni	5/75	IP Bal/Ins	7	9.00
Valerio, Juanita Marie	Fidelia Valerio	7/74	IP	8	291.75
Van Huss, Mary	David Van Huss	1/74	IP	6	425.00
Vasquez, Elizabeth F.	Juan Vasquez	1/75	IP	4	606.75
Walter, Diana K. (Baker)	James R. Walter	1/74	IP Bal/Ins	10	48.00
TOTAL - INPATIENT					\$10,410.96

BAD DEBTS OP - Continued
June 30, 1976

<u>PATIENT</u>	<u>PARENT</u>	<u>SERVICE</u>	<u>TYPE</u>	<u>BILLED</u>	<u>AMOUNT</u>
Rea, Lydia Ann	George Rea	2/75	OP	11 times	12.00
Reich, Jennifer M.	Sally Reich	8/74	OP	7	8.00
Rincon, Javier E.	Javier Rincon	74-75	OP	7	8.00
Romero, Angela L.	Luis Romero	74-75	OP	14	16.00
Romero, Joe M.	George Romero	74-75-76	OP	7	42.65
Romero, Sonia M.	Antonio Romero	74-75	OP	10	55.50
Rose, Brenda	Fred Brown	4/74	OP	2	22.73
Salas, Annette M.	Ventura Salas	7/75	OP	7	8.00
Salazar, Raymond	Judy Salazar	7/75	OP	5	105.30
Salcedo, Donna	Pauline Salcedo	8/74	OP	10	16.00
Sanchez, Anna M.	Ismael Sanchez	6/75	OP	11	8.00
Sanchez, April M.	Jane Sanchez	11/74	OP	11	12.00
Segura, Henrietta J.	Cruz Segura	11/74	OP	7	16.00
Sena, Sylvia V.	Raul Sena	6/74	OP	7	8.00
Serna, Peter C.	Pedro Serna	8/74	OP	11	12.00
Shepperd, Clinton S.	L. C. Shepperd	3/75	OP	8	40.00
Shepperd, Donna Kay	L. C. Shepperd	3/75	OP	8	32.00
Shepperd, Robert C.	L. C. Shepperd	3/75	OP	8	32.00
Soto, Oscar M.	Oscar Soto	74-75	OP	7	12.00
Sours, Michael Ray	Emmett Sours	4/74	OP Moved	6	8.00
Stedman, Robert J.	Audrey Chipps	10/74	OP Bal/Ins.	11	7.10
Stewart, Kristi D.	Gerald Stewart	7/74	OP Bal/Ins	6	24.00
Stone, Russell D.	Richard C. Stone	5/75	OP Bal/Ins	4	8.00
Tafoya, Debra S.	Benny Tafoya	6/74	OP	4	16.00
Tiffany, Thomas	?	11/75	OP	3	11.80
Torres, Dominique	Harry E. Ceicle	7/73	OP	4	24.00
Torres, Michael A.	Ida Torres	2/74	OP	11	69.00
Udero, Robert D.	Mary Helen Udero	5/74	OP	11	19.35
Valencia, Michael	Lupe Valencia	11/74	OP	3	8.00
Vallejos, Eric	Raymond Vallejos	3/74	OP	6	12.10
Vega, Lillie M.	Remijio Vega	6/75	OP	7	44.00
Vega, Joe F.	Frank Vega	12/74	OP	11	9.00
Villanueva, Cynthia C.	Roby Villanueva	6/74	OP	6	46.00
Wade, Thomas L.	Doc Wade	11/75	OP	6	8.00
Washman, Charles A.	Charles A. Washman	74-75	OP Bankrupt	6	47.25
Webb, Steven E.	Bryon Hawkins	73-74-75	OP	8	503.00
Wilks, Natalie G.	Elsie Wilks	3/74	OP	4	8.00
Willis, Randy	George Willis	4/74	OP Bal./Ins		8.00
Wood, James R.	Delbert Wood	73-74-75	OP Bal/Ins	Moved	20.00
Woodward, Lewis	?	6/75	OP	6	8.00
TOTAL OUTPATIENT					<u>\$4,980.25</u>

BAD DEBTS OP - Continued
June 30, 1976

PATIENT	PARENT	SERVICE	TYPE	Billed	AMOUNT
Jacquez, Ronald L.	Tony Jacquez	73-74-75	OP	16	61.00
Jermyn, Susie L.	Harry Jermyn	2/74	OP	7	24.00
Jimenez, Demetrio E.	Demetrio Jimenez	3/74	OP	7	8.00
Johnson, Jennifer Lynn	Harold Johnson	6/75	OP	2	24.00
Johnson, Paul D.	O. D. Johnson	9/74	OP	7	50.40
Jojola, Joan E.	Juan Jojola	8/74	OP	7	4.20
Jordan, Robert	Kaye Jordan	12/74	OP	10	24.00
Jordan, Sean	Wayne Jordan	74-75	OP	14	57.00
Kennedy, Trinna	Jody Parten	10/75	OP	7	4.00
King, Cheryl	George King	10/74	OP	11	21.50
Kirk, Tommy	R. C. Kirk	4/74	OP	11	4.00
Lara, Fermin M.	Eva Torres	11/74	OP	8	46.00
Lee, William H.	Ruth J. Greer	5/74	OP	7	22.75
Looker, Shawn Edward	Edward Looker	73-74	OP	14	8.00
Lopez, Ysidro	Ysidro Lopez	7/74	OP	7	12.00
Lovato, Lisa M.	John R. Lovato	74-75	OP	6	1.60
Lowery, Paul	Joe Lowery	4/74	OP	5	81.00
Lucero, Chislyn	?	4/74	OP	10	150.50
Lucero, Christopher	Raymond Lucero	73-74	OP	7	24.00
Lunsford, Traci Erin	Tony Lunsford	8/74	OP	7	8.00
Luttrell, Darlene E.	Judy Luttrell	74-75	OP	13	30.00
Maes, Loretta	?	73-74	OP Moved	6	8.00
Mardis, Richard	Marie Mardis	9/74	OP	9	20.00
Marquez, Richard	Ynez Marquez	6/74	OP	11	16.00
Martinez, Naomi C.	Michael Martinez	7/74	OP	11	35.65
Masingale, Joy Sue	Lee Masingale	73-74	OP	10	81.90
Merrill, Sheldon T.	Wayne Gustin	73-74-75	OP	14	115.20
Miller, Judy Faye	Charles Miller	8/74	OP	10	12.00
Mitchell, Larry F.	Patsy Mitchell	1/75	OP	10	12.00
Montano, Angela Renee	Ernest Montano	74-75	OP	8	44.96
Montoya, Freda Chavez	Eusebio Montoya	8/75	OP	7	4.00
Munden, Gary E.	Gary Munden	10/74	OP	10	37.75
Munoz, Mary F.	Julia Monoz	74-75	OP	12	47.20
McBroom, Debbie D.	James Weatherford	7/74	OP	14	38.00
Nunn, Heather Cheri	Charles Nunn	10/75	OP	7	4.00
Nunn, Heidi	Charles Nunn	10/75	OP	7	8.00
Olguin, Gilbert M.	Gilmer Olguin	74-75	OP	12	113.00
Oronso, Toby	Toby Orosco	2/74	OP	7	8.00
Ortiz, Bernidett	Charles Ortiz	7/74	OP	10	25.00
Padilla, Yolanda T.	Ray Padilla	11/73	OP	7	24.00
Palmateer, Michael	Harold Palmateer	9/75	OP	7	12.00
Payne, Patrick Lee	Robert Payne	6/75	OP Moved		12.00
Phelan, Sylvia Sue	Troy Phelan	8/75	OP	8	30.66
Ramos, Felipe M.	Darnell Fields	8/74	OP	7	25.50
Rea, Donald	George Rea	4/74	OP	10	16.00
Rea, George R.	George Rea	7/75	OP	10	10.00
Romero, Elizabeth	Lucille Romero	4/75	OP	6	8.00

CARRIE TINGLEY HOSPITAL

BAD DEBTS

June 30, 1976

PATIENT	PARENT	SERVICE	TYPE	BILLED	AMOUNT
Abeita, Sheila Denise	Edward Abeita	9/75	OP	6 times	8.00
Angel, Eduardo	Humberto Angel	6/75	OP Moved	7	13.85
Anzara, Karen	Lawrence Anzara	11/74 & 75	OP	12	54.50
Aragon, Stella	Roger Aragon	4/74	OP	10	8.00
Aragon, Teresa	Bonifacio Aragon	8/74	OP	8	18.00
Archuleta, James E.	Stella Archuleta	8/74	OP	11	120.45
Babb, Jeffrey B.	Bryan Babb	5/75	OP	6	26.00
Black, Kelly Joe	Joe Black	73-74-75	OP Moved	15	32.00
Blea, Virginia	Manuel Blea	8/74	OP	10	8.00
Borunda, Alfredo	Freddie Borunda	3/75	OP	5	20.00
Burns, Jayce Brannon	Dennis Burns	3/75	OP	6	8.00
Callaway, Barbara B.	John Callaway	7/74	OP	6	8.00
Callaway, Jimmy Dale	Walter Callaway	7/75	OP Bal/Ins.	Court Suit	20.00
Carbajal, David N.	Manuel Carabajal	74-75-76	OP	13	59.65
Carrasco, Jesus Mario	Jesus Carrasco, Sr.	4/75	OP Moved	2	30.25
Carvelles, Pedro	Frank Carvelles	74-75-76	OP	7	38.00
Chacon, Araela	Epeomenio Chacon	11/75	OP	9	16.00
Chapman, David	Ruth Chapman	12/74/75	OP Moved	7	35.00
Chavez, Aaron	Tony Chavez	73-74-75	OP Bal/Ins	2	32.00
Coble, Tammy Raylene	Ray Coble	1/75	OP Bal/Ins	7	66.50
Contreras, Sergio	Ignacio Villanes	1/75	OP	7	86.75
Cordova, Penny Gaye	Julio Cordova	2/75	OP	7	12.00
Crnkovic, Karen	Vernon Crnkovic	74-75	OP	8	88.00
Cruz, Carlos Raymond	Maria Cruz	11/74	OP	8	45.00
Davila, Deborah Jo	Michael Davila	11/74	OP	8	26.85
Davis, Pamela Ann	John E. Davis	74-75-76	OP	13	81.00
DeHerrera, Anthony	Filimon DeHerrera	74-75	OP	2	43.90
Delgado, Alfredo Joe	Alfredo Delgado	4/75	OP	6	173.30
Ellis, Charles B.	Marie Ellis	74-75-76	OP	8	75.85
Ferguson, Robert G.	Katharine Newberry	11/74	OP Moved	1	4.80
Fortner, Sara Ann	Joe Fortner	11/74	OP	7	20.00
Garcia, Felipe Armando	Lourdes Garcia	74-75-76	OP	9	212.30
Gillis, Lonnie Dan	William Gillis	2/74	OP Bal/Ins	10	4.00
Godo, Mariam O.	Wallie Godo	7/75	OP	7	34.25
Gustin, Donnie	Joward Gustin	73-74-75	OP	10	42.50
Hancock, Eugene	unknown	3/75	OP No address		5.00
Hargrove, Deanna	Jeannie Hargrove	7/75	OP	7	196.10
Hawks, Janell	John Hawks	3/74	OP	10	8.00
Hedgecock, Carla Dee	Charles Hedgecock	73-74-75	OP	10	124.00
Herrera, Susan	Ernest Herrera	10/75	OP	7	8.00
Hidalgo, Herman Jose	Jose Hidalgo	4/75	OP	7	8.00
Hoffman, Casandra May	Allen Hoffman	73-74-75	OP	11	19.00
Holman, Billy Jack	James Holman	74-75	OP	11	84.65
Howell, Sharon Kaye	James Howell	6/75	OP	7	20.00
Hudson, Frances M.	Joe L. Hudson	73-74-75	OP Moved	11	48.25
Humphrey, Lillian C.	Wayne Humphrey	73-74	OP	12	16.00
Irick, Wayne Arthur	Grace Crawford	74-75	OP	7	37.00

CARRIE LINGLEY HOSPITAL
CASH INCOME AND EXPENSE SUMMARY

1280

64th F.Y. - May, 1976

	Month		Year to Date		(Over) - Under
	Actual	Budget	Actual	Budget	
<u>INCOME</u>					
General Fund Approp.	118,125.00	118,125	1,299,375.00	1,299,375	-0-
Payment Title XIX & V	3,092.61	5,833	50,831.21	64,163	13,332
Payment Private	26,447.14	20,000	198,601.86	220,000	21,398
Land & Misc. State Income	88.96	3,667	88,033.57	40,337	(47,697)
Personnel Quarters - Meals	1,209.61	667	12,277.80	7,337	(4,941)
Other Revenue	688.12	333	5,837.42	3,663	(2,174)
Non-Budgeted: Title XIX Cost			2,000.00		(2,000)
" " Grants,			1,100.00		(1,100)
TOTAL OPERATING FUND INCOME	149,651.44	148,625	1,658,056.86	1,634,875	(23,182)
Donations - Patient Ent. Fund	161.45		3,289.19		(3,289)
Interest - Investment Fund	83.33		6,641.79		(6,642)
Title I - ESEA - School Fund	-0-	1,083	16,535.00	11,913	(4,622)
GRAND TOTAL INCOME - ALL FUNDS	149,896.22	149,708	1,684,522.84	1,646,788	(37,735)
Investments Cashed					
TOTAL CASH RECEIVED	149,896.22	149,708	1,684,522.84	1,646,788	(37,735)
<u>EXPENSE</u>					
Encumbrances					
Medical Expense 2,455.45	71,860.41	88,417	855,835.01	972,587	114,297
Dietary Expense 392.75	12,880.90	15,275	154,380.32	168,025	13,252
Maintenance Expense 770.05	35,649.70	26,117	317,516.58	287,287	(31,000)
Administrative Expense 414.95	13,793.60	18,316	198,772.46	201,476	2,289
Non-Budgeted Expense	415.40		9,825.54		
TOTAL OPERATING EXP. 4,033.20	134,600.01	148,125	1,536,329.91	1,629,375	98,838
Patient Entertainment Expense	337.19		2,348.58		(2,349)
Investment Fund Expense	-0-		-0-		
Title I - ESEA - School Exp.	1,579.60	1,583	17,488.35	17,413	(75)
GRAND TOTAL EXPENSE-ALL FUNDS	136,516.80	149,708	1,556,166.84	1,646,788	96,414
Transfers -(to Investments)			40,000.00		
TOTAL CASH DISBURSED 4,033.20	136,516.80	149,708	1,596,166.84	1,646,788	96,414

CASH SUMMARY - OPERATING FUND

	Month	Year to Date
Beginning Cash	85,476.85	18,801.33
Cash Received	149,651.44	1,658,056.86
Encumbrances, Last Month		
Cash Disbursed	134,600.01	1,536,329.91 c/d
Cash Balance	100,528.28	100,528.28
Encumbrances, This Month	4,033.20	4,033.20
Unencumbered Cash	96,495.08	96,495.08

CASH SUMMARY - ALL FUNDS

	Month	Year to Date
Beginning Cash	103,346.81	28,370.23
Cash Received	149,896.22	1,684,522.84
Encumbrances, Last Month		
Cash Disbursed	136,516.80	1,596,166.84
Cash Balance	116,726.23	116,726.23
Encumbrances, This Month	4,033.20	4,033.20
Unencumbered Cash	112,693.03	112,693.03

INVESTMENT SCHEDULE

<u>Operating Fund</u>	
Certificates of Deposit	60,000.00
<u>Investment Fund</u>	
Cash	13,015.88
Certificates of Deposit	25,000.00
U. S. Treasury Bills	45,000.00
TOTAL INVESTMENT FUND	83,015.88

GRAND TOTAL - ALL INVESTMENTS

143,015.88

CARRIE TINGLEY HOSPITAL

BALANCE SHEET

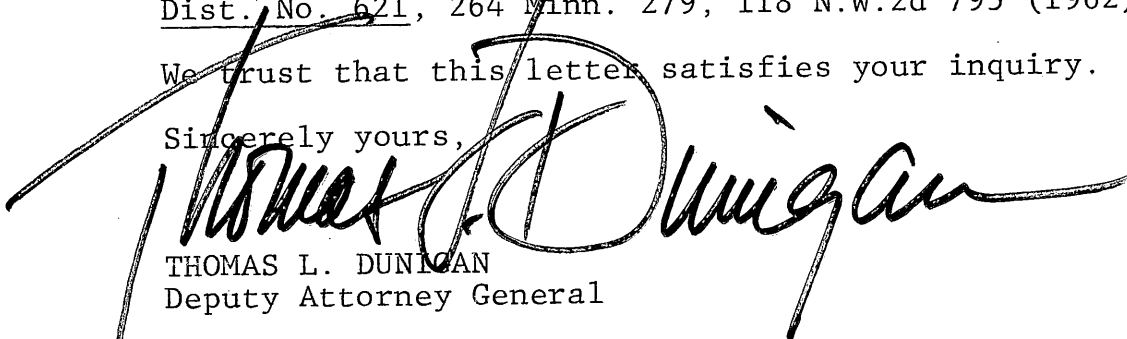
<u>OPERATING FUND</u>	<u>June 30, 1975</u>	<u>May 31, 1976</u>
Cash in Bank - Hot Springs	13,508.27	99,363.18
Cash in Bank - First State	5,293.06	1,165.10
Petty Cash	315.00	315.00
Investments	20,000.00	60,000.00
Accounts Receivable - Patients	251,536.22	269,192.98
Less Allowances	<u>100,614.49</u>	<u>107,677.19</u>
Net Receivables - Patients	150,921.73	161,515.79
Employees Receivables	(3.30)	-0-
CCS Clinics - Receivables		-0-
Inventory - Supplies	<u>81,021.42</u>	<u>81,021.42</u>
TOTAL - OPERATING FUND ASSETS	<u>271,056.18</u>	<u>403,380.49</u>
 <u>INVESTMENT FUND</u>		
Cash in Bank - Hot Springs	6,374.09	13,015.88
Investments - C/D's	70,000.00	25,000.00
Investments - Treasury Bills		<u>45,000.00</u>
TOTAL - INVESTMENT FUND ASSETS	<u>76,374.09</u>	<u>83,015.88</u>
 <u>PATIENT ENTERTAINMENT FUND</u>		
Cash in Bank - Hot Springs	<u>2,933.72</u>	<u>3,874.33</u>
 <u>PLANT FUND</u>		
Land	10,000.00	10,000.00
Buildings & Structures	2,906,230.89	2,906,230.89
Furniture, Fixtures, Equipment	<u>343,671.60</u>	<u>343,671.60</u>
TOTAL - PLANT FUND ASSETS	<u>3,259,902.49</u>	<u>3,259,902.49</u>
 <u>TITLE I - SCHOOL FUND</u>		
Cash in Bank - Hot Springs	261.09	(692.26)
Accounts Receivable - Title I	<u>6,671.00</u>	<u>4,020.21</u>
TOTAL - TITLE I SCHOOL FUND ASSETS	<u>6,932.09</u>	<u>3,327.95</u>
 <u>GRAND TOTAL - ALL ASSETS</u>	<u>3,617,198.57</u>	<u>3,753,501.14</u>
 <u>OPERATING FUND - LIABILITIES</u>		
Encumbrances		4,033.20
Accounts Payable - General	6,977.82	-0-
Accounts Payable - DPW (CCS)	200.00	200.00
Accounts Payable - Grants	<u>1,781.71</u>	<u>1,072.25</u>
TOTAL LIABILITIES	<u>8,959.53</u>	<u>5,305.45</u>
 OPERATING FUND BALANCE	262,096.65	398,075.04
INVESTMENT FUND BALANCE	76,374.09	83,015.88
PATIENT ENTERTAINMENT FUND BALANCE	2,933.72	3,874.33
PLANT FUND BALANCE	3,259,902.49	3,259,902.49
TITLE I - SCHOOL FUND BALANCE	<u>6,932.09</u>	<u>3,327.95</u>
TOTAL - FUND BALANCES	<u>3,608,239.04</u>	<u>3,748,195.69</u>
 <u>GRAND TOTAL - LIABILITIES & FUND BALANCES</u>	<u>3,617,198.57</u>	<u>3,753,501.14</u>

John L. Carr
November 23, 1976
Page 2

prospective application of the decision. Hicks v. State of New Mexico, 88 N.M. 588, 544 P.2d 1153 (1976); State v. Jones, 44 N.M. 623, 107 P.2d 324 (1940); Spanel v. Mounds View School Dist. No. 621, 264 Minn. 279, 118 N.W.2d 795 (1962).

We trust that this letter satisfies your inquiry.

Sincerely yours,



THOMAS L. DUNICAN
Deputy Attorney General

TLD:sib
Enclosure

cc: Mr. Taylor Hendrickson
Chief, Risk Management Division
Dept. of Finance & Administration
State Capitol Building
Santa Fe, New Mexico 87501

Honorable Ronald L. Chaplin
November 19, 1976
Page 3

a legal defense in any suit brought against any of its public employees for any torts alleged to have been committed within the scope of the employee's duty, any public liability insurance coverage purchased should specify that such legal defense shall be provided by the insurance carrier.

Finally, the immunity from liability granted in Section 4 A. and Section 18 of the Tort Claims Act is not available as a defense against federal civil rights damage claims asserted against public officers or employees pursuant to 42 U.S.C. § 1983. Bell v. Wolff, 496 F.2d 1252 (8th Cir. 1974); Dewell v. Lawson, 489 F.2d 877 (10th Cir. 1974); Smith v. Losee, 485 F.2d 334 (10th Cir. 1973) (en banc), cert. denied, 417 U.S. 908, 94 S.Ct. 2604, 41 L.Ed.2d 212 (1974); Nelson v. Knox, 256 F.2d 312 (6th Cir. 1958). Accordingly, in view of the obligation imposed upon a governmental entity to furnish a legal defense and to save harmless and indemnify any of its public officers or employees " . . . against any tort claim or judgment arising out of an alleged act or omission occurring within the scope of their duties . . . " as specified in Section 4 C. and Section 4 D. of the Tort Claims Act, a governmental entity should seek to obtain insurance coverage for such federal civil rights claims and such coverage should provide that the legal defense shall be furnished by the insurance carrier and that the carrier shall indemnify the public officer or employee on behalf of the governmental entity for any judgment rendered against him with respect to any such claims.

We trust that this letter satisfied your inquiry.

Sincerely yours,

THOMAS L. DUNIGAN
Deputy Attorney General

TLD:dg

cc: Mr. Taylor Hendrickson
Chief
Risk Management Division
Department of Finance and
Administration
State Capitol Building
Santa Fe, New Mexico 87501

Honorable Ronald L. Chaplin
November 19, 1976
Page 2

Section 18 of the Tort Claims Act provides:

Notwithstanding any other provision of the Tort Claims Act, the liability assumed under that act shall be limited to insured risks and the amount of insurance coverage. It shall be the duty of governmental entities to make a good faith effort at the earliest practical time to purchase and maintain insurance coverage for the liabilities assumed under the Tort Claims Act to the extent such coverage may be reasonably available in a competitive market. If such insurance is available, it is the duty of the governmental entity to purchase and maintain such insurance. If the chief of the risk management division or the governing body of a local public body determines that no competitive market exists, insurance coverage may be obtained by negotiation upon a finding by the superintendent of insurance that the rates of such coverage are not unreasonably high in relation to the risks insured.

Accordingly, it is the duty of a governmental entity to purchase and maintain public liability insurance coverage in an amount consistent with the limits of liability specified in Section 17 A. of the Torts Claims Act to the extent that such coverage is reasonably available in a competitive market. If no competitive market exists as determined by the appropriate officials, coverage may be obtained by negotiation.

In the event that public liability insurance coverage in an amount consistent with or exceeding the limits of liability specified in the Tort Claims Act is not reasonably available, it is nevertheless incumbent upon the governmental entity to purchase public liability insurance coverage in such amounts as may be reasonably available to it in order to satisfy the duty imposed by Section 18 of the Act. The immunity from liability granted by Section 4 A. and Section 18 of the Tort Claims Act must be interposed as a defense to any portion of a claim of liability in excess of the limits of public liability insurance coverage.

In any event, in view of the obligation imposed upon a governmental entity by Section 4 C. of the Tort Claims Act to provide

November 19, 1976

Honorable Ronald L. Chaplin
State Representative
4820 Hilton, N.E.
Albuquerque, New Mexico 87110

Dear Mr. Chaplin:

You have inquired whether public liability insurance coverage in an amount consistent with the limits of liability specified in the Tort Claims Act, being Chapter 58, New Mexico Laws 1976, is the minimum amount of such insurance coverage that may be purchased by a governmental entity.

Section 17 of the Tort Claims Act specifies in part:

A. Except as provided in this section, in any action for damages against a governmental entity or a public employee while acting within the scope of his duties as provided in the Tort Claims Act, the liability shall not exceed:

(1) the sum of one hundred thousand dollars (\$100,000) to any claimant for any number of claims for damage to or destruction of property arising out of a single transaction or occurrence;

(2) the sum of three hundred thousand dollars (\$300,000) to any claimant for any number of claims for other damages as permitted under the Tort Claims Act; or

(3) the sum of five hundred thousand dollars (\$500,000) for all claims arising out of a single transaction or occurrence.

CARRIE TINGLEY HOSPITAL

FOR CRIPPLED CHILDREN



OFFICE OF THE MEDICAL DIRECTOR

TRUTH OR CONSEQUENCES, NEW MEXICO
87901

TELEPHONE 894-2121

The following staff members are hereby appointed or reappointed to the Carrie Tingley Hospital Medical Staff:

Active Staff

Munger, David H., M.D.
Medical Director

Sherman, Frederick C., M.D. - August 14, 1976
Associate Medical Director

Bommelaere, Gary L., M.D.
Pediatrician

Consulting Medical Staff-Full Clinical Privileges in Orthopaedic Surgery

Bagg, Raymond J., M.D.	McRoberts, Robert, M.D.
Breck, Louis W., M.D.	Miles, James S., M.D.
Chesnut, William J., M.D.	Moore, John S., M.D.
Coffey, H. Franklin, M.D.	Omer, George E., Jr., M.D.
Crowell, Edwin A., M.D.	Overton, Lewis W., M.D.
Dixon, George, M.D.	Rock, Richard Andrew, M.D.
Ellis, Oren H., M.D.	Romine, John S., M.D.
Feagler, Steven Henry, M.D.	Schatzman, Ronald C., M.D.
Harvie, Keith, D.O.	Scully, Thomas J., M.D.
Kilpatrick, William C., Jr., M.D.	Simpson, J. C. F., M.D.
Leonard, Morton H., M.D.	Turner, Robert S., M.D.
Maldonado, Frank P., M.D.	Westen, William C., M.D.

Consulting Medical Staff-Full Clinical Privileges in Neurosurgery

Paul T. Turner, M.D.

Consulting Medical Staff-Full Clinical Privileges in Neurology, EMG & EEG

Seelinger, Don F., M.D.
Snyder, Russell D., M.D.

Consulting Medical Staff-Full Clinical Privileges in Pathology

Anderson, Robert E., M.D.
Black, W. C., M.D.
McConnel, Thomas S., M.D.

Consulting Medical Staff-Full Clinical Privileges in Pediatrics

Aase, Jon, M.D.
Huchton, Paul J., M.D.
Nickey, Laurance N., M.D.
Rogers, Paul L., M.D.
Snyder, Russell, M.D.

Consulting Medical Staff-Full Clinical Privileges in Plastic Surgery

Gooding, Richard H., M.D.
Orgel, Michael G., M.D.

Consulting Medical Staff-Full Clinical Privileges in Radiology

Brogdon, Byron G., M.D.
McGuire, John M., M.D.

Consulting Medical Staff-Full Clinical Privileges in Urology

Borden, Thomas Allen, M.D.

General Surgery Consultant Staff

Haines, Edward T., M.D.

Paramedical Consultant Staff

Curtis, Conrad M., Ph.D.

Clinical Psychologist

Dalton, Leslie W., Jr., Ph.D.

Director, Speech & Hearing-NMSU

Bush, Robert

Certified Prosthetist & Orthotist

Day, Treasure

Registered Pharmacist

Resident Staff - January 1, 1977

Campbell, Everett, L., M.D.

University of New Mexico
School of Medicine

Fahey, James, M.D.

University of New Mexico
School of Medicine

Kaltenbaugh, Orie E., M.D.

University of New Mexico
School of Medicine

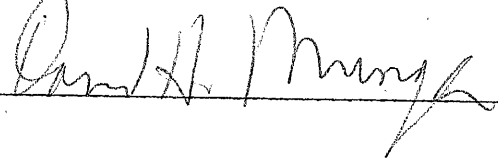
MacKay, Dewey C., M.D.

William Beaumont Army Medical Center

Nygaard, Airell, M.D.

University of Colorado Medical Center

APPROVED BY MEDICAL STAFF:

12/13/76
Date

APPROVED BY BOARD OF DIRECTORS:

December 18, 1976
Date