

**PACIFIC COMMUNITIES HEALTH DISTRICT  
REGULAR MEETING MINUTES OF THE BOARD OF DIRECTORS**

**MONDAY, August 18<sup>th</sup>, 2014**

**PRESENT:** Ralph Breitenstein, MD, Vice Chairperson  
David Long, MD, Secretary  
Kath Schonau, RN, Treasurer  
Bonnie Saxton, Director at Large

**ABSENT:** Fred Postlewait, Chairperson

**ALSO PRESENT:** David Bigelow, CEO, SPHS  
Kathryn Doksum, Coast Finance Director, SPHS  
Kasey Postlewait, PCHD Foundation  
Jamie Kraft, Manager of Administration, Samaritan Pacific Health Services  
Chris Minor, Atty, PC  
Ursula Marinelli, PCHD Foundation Director  
Jon Conner, Director of Plant Services, Engineering, SPHS

**CALLED TO ORDER:** Vice Chairperson Breitenstein called the Regular Monthly meeting of the Board of Directors to order at approximately 4:15 p.m. in the Education Conference room of Samaritan Pacific Communities Hospital.

**ASSISTIVE HEARING DEVICES:**

Vice Chairperson Breitenstein announced that hearing devices are available with 24 hr. prior notice.

**CITIZEN COMMENTS:** Vice Chair Breitenstein opened the meeting for citizen comments. Hearing none, the meeting proceeded.

**CONFIRMATION OF AGENDA ITEMS:** Vice Chairperson Breitenstein requested confirmation of the meeting agenda. The group agreed to add Annual Audit Engagement Letter to the agenda.

**APPROVAL OF MINUTES:** Vice Chair Breitenstein called for approval of the minutes of the July 2014 Regular meeting. *Director Schonau made a motion to approve the minutes with a minor correction. Director Saxton seconded the motion which carried by a voice vote.*

**FINANCIAL REPORT**– Kathryn Doksum presented the July Financial Reports for board review and approval. Presented were Check and Deposit Detail reports, Net Asset/Liabilities reports, Profit and Loss statement and the Government Fund Report. Of note was a loss for the month due to the expenses of tearing down the rental properties. *There was consensus to receive the financial reports as presented.* Ms. Doksum also presented the Audit Engagement Letter for board review and approval. After review,

Director Saxton made a motion to approve the Audit Engagement letter as presented. Director Schonau seconded the motion which carried by a voice vote.

**SPHS Update** – Mr. Bigelow reported that Owners of the Patient Financial Services (PFS) building have declined an opportunity for an early sale on the property but have agreed to allow its use as medical office space. Mr. Bigelow also discussed the possibility of using the space as an Urgent Care Clinic. The Waldport Clinic project is proceeding with Mr. Gerding expecting to break ground soon. Samaritan Pacific Health Services is reporting a 258k bottom line for the month of July. The City of Newport Tourism Committee recently recommended the Center for Health Education for a 50k grant the City of Newport is expected to vote on the recommendation in August. As of August 15<sup>th</sup> the remaining Samaritan Health Services clinics were converted the Epic Electronic Medical Record system. Mr. Bigelow recently met with Director Breitenstein and Ursula Marinelli to explore a potential ballot measure in May of 2015 for a near replacement hospital bond. Mr. Bigelow is currently in the process of forming a leadership group, strategic group and others to assist in this process. After discussion, Mr. Minor agreed to contact Bond Counsel on behalf of the District Board. Mr. Conner informed the board that beginning in September; a monthly progress report will be presented to the board on behalf of the Center for Health Education project. The Pacific room is in the final planning stages and work is expected to begin in the next several months.

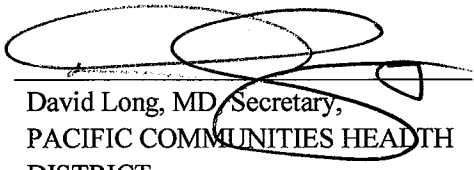
**STUDENT HOUSING** - Mr. Bigelow addressed the Board regarding the need for medical student housing in Newport. It was discussed amongst the members that it would be within the Mission of the Pacific Communities Health District to assist financially in this endeavor. After discussing the various possibilities, Director Saxton presented the idea of building a dormitory on the District owned property adjacent to the Avamere/Newport Rehab facility. There was a consensus to explore this idea further with Jon Conner offering his assistance as needed.

**9<sup>TH</sup> STREET PAVING** - Mr. Bigelow reported that the estimated cost to the District for the 9<sup>th</sup> Street paving project would be 21k which would include grading and ADA access. Work on this project is expected to be completed within six to nine months.

**LEGAL COUNSEL**- Mr. Minor had nothing to report.

**ADJOURN:** As there was no further business to come before the Board, Vice Chairperson Breitenstein declared the meeting adjourned at 5:10pm.

  
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 Jamie Kraft, Recorder  
 PACIFIC COMMUNITIES HEALTH  
 DISTRICT

  
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 David Long, MD, Secretary,  
 PACIFIC COMMUNITIES HEALTH  
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