

**PACIFIC COMMUNITIES HEALTH DISTRICT
REGULAR MEETING MINUTES OF THE BOARD OF DIRECTORS
Monday, April 18th, 2016**

PRESENT: Ralph Breitenstein, MD, Chairperson
Fred Postlewait, Director at Large
David Long, MD, Vice Chair

ABSENT: Bonnie Saxton, Treasurer
Kath Schonau, RN, BSW, CCM, Secretary

ALSO PRESENT: David Bigelow, Pharm. D, CEO, SPHS
Kathryn Doksum, Coast Finance Director, SPHS
Jamie Kraft, Recorder
Ursula Marinelli, PCHD Foundation Director
Jon Conner, Facilities Director
Chris Minor, Legal Counsel

CALLED TO ORDER: Chairperson Breitenstein called the Regular Monthly meeting of the Board of Directors to order at 4:05 p.m., in the Education Conference room at Samaritan Pacific Communities Hospital.

ASSISTIVE HEARING DEVICES:

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

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

CONFIRMATION OF AGENDA ITEMS: Chair Breitenstein requested confirmation of the meeting agenda. It was agreed to add an Executive Session to the agenda.

Approval of Minutes After review of the minutes, *Director Long made a motion to approve the March 21st minutes with the following amendments. Replace the word Special meeting with Regular meeting and remove the phrase "excluded from indemnification of personal liability" and replace it with "have no indemnification, obligation or personal liability" The motion was seconded by Director Postlewait and carried by a unanimous voice vote.*

Financial Reports/March 2016 – Kathryn Doksum presented the March 2016 financial reports for review and approval. Presented were the Check and Deposit Detail reports, Net Asset/Liabilities reports, and the Profit and Loss Statement. *There was a motion made by Director Postlewait and seconded by*

Director Long to approve the financial reports as presented. Motion carried by a unanimous voice vote.

Legal Report – No Report this month.

Hospital Report – David Bigelow reported that a group of eight people toured 5 hospitals in Eastern Oregon and Eastern Washington April 5-7. The first stop was the recently built St. Charles Critical Access Hospital in Prineville Oregon which was a Neenan project. The tour was considered a success with lessons learned, and the group gathering valuable information, for use in the new hospital build in Newport. On April 15th a Vision & Guiding principles meeting was held with nine guiding principles being used as a foundation. These include being patient centered, flexible, safe, local, welcoming, intuitive & responsible, a healing environment, team based, technologically appropriate, efficient and transparent. Design team meetings will begin week of 4/25 and a preliminary design will be brought to the PCHD when complete. SHS has provided Jodi Wagner to assist with project management and Joe Kunkel has been hired to oversee the project as well as owners rep. Still no final ruling from BOLI, work will continue until a hearing is held and a final decision reached regarding prevailing wage. A phone call with Moody's rating agency will take place on Monday, April 25th to determine an interest rate and letter rating for the GO bonds to be issued in May. Mr. Bigelow also reported that SHS Social Accountability allocation recommendations have been made and will be presented at the May 16th meeting for board review and approval.

Construction Update – Jon Conner reported that an engineering firm has been identified to complete a seismic retrofit of the 1988 portion of the hospital. A grant may be available to cover the cost of the construction for this project. Mr. Conner also reported that funds are available through Energy Trust of Oregon that may also help assist with the new construction. The Center for Health Education has some leaks in the large glass box enclosures on the East and West side of the building that will be repaired soon by the contractor at no cost to Samaritan.

PCHD Asset Disposal – Kathryn Doksum presented a list of surplus equipment for Board consideration and all items have been fully depreciated. *There was a motion made by Director Long to approve the disposal of the surplus equipment as customary. The motion was seconded by Director Postlewait and carried by a unanimous voice vote.*

PCHD Foundation Q1 2016 Report – Ursula Marinelli reviewed items contained within her report. Included were pledges, events, bequests, assistance grants, and equipment purchases. Ms. Marinelli also reported that the process for the foundation would be changing to allow for more direct fundraising not related to community events. East County residents will also be contacted regarding supporting the hospital foundation directly. There was a motion made by Director Long to approve the Q1 2016 Foundation Report. The Motion was seconded by Director Postlewait and carried by a unanimous voice vote.

Club Med – The board reviewed the Club Med February report and noted with appreciation all of the work that goes into this program.

Budget Time Table 2016-2017 - Ms. Doksum presented the Budget Time Table for board review and approval. After review, *Director Long made a motion to approve the Budget Time Table as presented. The motion was then seconded by Director Postlewait and carried by a unanimous voice vote.*

Budget Officer – Director Long made a motion to appoint Kathryn Doksum as Budget Officer for the Pacific Communities Health District. The motion was seconded by Director Postlewait and carried by a unanimous voice vote.

Resolution 16-04 Resolution for Budget Transfer – Ms. Doksum reminded the board that they have spent above the budgeted funds for legal fees so far in the current fiscal year. As a result, a Resolution is necessary to amend the budget. After discussion, Director Long made a motion to adopt Resolution 16-04. The motion was seconded by Director Postlewait and carried.

YEAS 3
NAYS 0
ABSENT 2
ABSTAINED 0

ADJOURN: As there was no further business to come before the Board, Chairperson Breitenstein declared the meeting adjourned at 4:55 p.m.



Jamie Kraft, Recorder
PACIFIC COMMUNITIES HEALTH
DISTRICT



Kath Schonau, BSN, RN
PACIFIC COMMUNITIES HEALTH
DISTRICT