

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

Monday, March 18, 2019

PRESENT: Bonnie Saxton, Chairperson
Ralph Breitenstein, MD, Vice Chairperson
David Long, MD, Treasurer
Kath Schonau, Secretary

ABSENT: Fred Postlewait, Director at Large

ALSO, PRESENT: Chris Minor, Legal Counsel
Jane Russell, COO
Jon Conner, Dir. of Plant Engineering

Kathryn Doksum, CPA
Ursula Marinelli, PCHD Foundation Dir.
Lisa Ely, Recorder

CALLED TO ORDER: Chairperson Bonnie Saxton called the regular monthly meeting of the Board of Directors to order at 4:03 p.m., in the Collins Conference Room at the Center for Education.

CITIZEN COMMENTS: No members of the public were there for comments.

CONFIRMATION OF AGENDA ITEMS: Chairperson Bonnie Saxton requested confirmation of the meeting agenda.

APPROVAL OF MINUTES: After review of the February 19, 2019 Regular Board Meeting minutes and continuation of minutes, as well as the Executive Session Minutes shared by Chris Minor, Chairperson Bonnie Saxton asked for a motion to approve the minutes as presented.

Ralph Breitenstein moved to approve all the minutes from February 19, meeting. David Long seconded the motion. Motion carried by unanimous voice vote.

FINANCIAL REPORTS – February 2019: Kathryn Doksum presented the following financial reports for review and approval: Bond Requisition and Interest Summary, Check Register; Balance Sheet; Capital Fund; Trend Analysis Report; and the District Fund Report, which included paid invoices as of March 5, 2019. Doksum also noted a new item line called “Capital Outlay” at the bottom of the trend analysis reports, which shows year-to-date capital expenditures against the funded budget.

Chairperson Bonnie Saxton requested a motion to approve the February 2019 financials. Ralph Breitenstein moved to accept the financials. Kath Schonau seconded. Motion carried by a unanimous voice vote.

The District Surplus List was presented and reviewed by the Board.

Chairperson Bonnie Saxton requested a motion to approve the Surplus List as presented. Kath Schonau moved to accept the list. Ralph Breitenstein seconded. Motion carried by a unanimous voice vote.

LEGAL REPORT FROM COUNSEL: Chris Minor reported that the MRI agreement has been filed with the Oregon Secretary of State for the financing statement.

Minor indicated a motion would be required from the Board to approve a proposed engagement letter from Mr. Phillips should the Board want to utilize his services in future. Terms would be \$175 per hour plus travel and out-of-pocket costs. The Board appointed Bonnie Saxton as chairman to sign the letter.

Kath Schonau moved to have Chairperson Bonnie Saxton sign the letter of intent. David Long seconded. Motion carried by a unanimous voice vote.

HOSPITAL REPORT: Jane Russell, COO, informed the Board that Samaritan Pacific Health Services has obtained sixteen units to lease at Wilder Development, which will be utilized for housing for clinicians, staff and students. Employment update included the following: Andrew Evans, DPM, started March 1; Theresa Karlik has transitioned to Hospice Manager; Jill MacKey-Feist is the new Employee Health Nurse; Jason Brown, PA, will be relocating to the Toledo Clinic and will provide stress tests at the hospital on Wednesdays. For recruiting: there are two hospitalist openings, however one potential candidate will be here on March 26, for an interview; Jerry Flaming, DO, announced his retirement this fall at Depoe Bay Clinic, and we are actively recruiting for his position; Samaritan Health Center - Newport will be fully staffed when Erin Guiliano, DO, arrives this fall. As for community outreach, several clinicians will be attending the Health Fair Expo on Saturday, April 27, at the Center for Education. The goal is to link providers with the community and inform the public our clinics are available for new patients.

CONSTRUCTION PROJECTS: Jon Conner reported construction continues for the front hospital parking lot with potential completion date in July. Last week the generator fuel tank was removed from the ground, tested, and the Engineering department is waiting for results from a vendor in Bend, which will indicate proper disposal. The 1988 building has five small spots that are in the process of inspection for environmental hazards and nothing has come back as an alert so far.

BOARD ITEMS:

- Resolution for Budget Transfer, No. 19-02: Kathryn Doksum reviewed the resolution approving additional sums of money to defray expenses in the excess of the amounts budgeted for PCHD.

Chairperson Bonnie Saxton requested a motion to vote on Budget Transfer No. 19-02.

YEAS 4
NAYS 0
ABSENT 1
ABSTAINED

EXECUTIVE SESSION: The Board moved and entered an executive session at 4:45 p.m. to discuss real estate.

Regular meeting reconvened at 4:54 p.m. and adjourned at 4:55 p.m.



Lisa Ely, Recorder
PACIFIC COMMUNITIES HEALTH
DISTRICT



Kath Schonau
PACIFIC COMMUNITIES HEALTH
DISTRICT