

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

Monday, May 20, 2019

PRESENT: Bonnie Saxton, Chairperson
Ralph Breitenstein, MD, Vice Chairperson
Fred Postlewait, Director at Large
David Long, MD, Treasurer

ABSENT: Kath Schonau, Secretary

ALSO, PRESENT: Jim Shepherd, Legal Counsel
Lesley Ogden, MD, CEO, SPHS
Sam Jones, VP Patient Services
Jon Conner, Dir. of Plant Engineering

Kathryn Doksum, District Finance Manager
Jane Russell, COO
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 4:00 p.m., in the Education Conference Room at Samaritan Pacific Communities Hospital.

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

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

APPROVAL OF MINUTES: After review of the April 15, Regular Board Meeting and the April 29, Special Work Session minutes, Bonnie Saxton asked for a motion to approve the minutes as presented.

Ralph Breitenstein moved to approve the minutes. Fred Postlewait seconded the motion. Motion carried by unanimous voice vote.

FINANCIAL REPORTS: Kathryn Doksum presented the following April 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 May 14, 2019.

Chairperson Bonnie Saxton requested a motion to approve the financials. David Long moved to accept the financials. Ralph Breitenstein seconded. Motion carried by a unanimous voice vote.

PCHD FOUNDATION REPORT – FIRST QTR: Ursula Marinelli, Director of Coast Foundations, presented the Pacific Communities Health District Foundation 2019 first quarter report. Marinelli noted that the Executive Director's Report is now in a new format, which is broken out by four pillars: Quality and Service Excellence; Employee Engagement; Sustainability; and Community Partnership. In addition, the \$1million PCHDF Campaign, Project/Program/Equipment and Custom Management (Donor) reports were reviewed.

LEGAL REPORT FROM COUNSEL: Jim Shepherd reported that the attorney representing the owners of the building located at 705 SE Coast Hwy, in Newport, has hired an appraiser who recently toured the building with Jon Conner. A report should be available by the next PCHD June or July meeting.

HOSPITAL REPORT: Dr. Ogden acknowledged Dr. David Long for being nominated to the Champions of Care Program, which is an opportunity for patients or their family members to make a financial donation to one of the five Samaritan-affiliated hospital foundations while publicly honoring a Samaritan staff member for compassionate caregiving.

DNV (accrediting body) recently visited to inspect the new hospital. Everything went well but SPCH will provide more information about demonstrating and tracking of generator testing.

Hospital and Nurses week was celebrated May 6 to 10. A special ceremony was also held for the Daisey Award (nurse recognition program), and Sam Jones, VP of Patient Care, was introduced.

Quality and Service Excellence Statistics were reviewed for Inpatient, Emergency Room, Primary Care Clinics, Specialty Clinics, and Support Services as well as current Community Partnerships, Sustainability, and Employee Engagement.

Services update: An extra Ultrasound Machine has been added to meet screening needs; Mammogram services now available Saturday; Nuclear Medicine has added a second Saturday to catch-up with scheduling demands; and Sleep Lab services are adding a Friday night to meet referral needs; Rehab Department is changing their practice model and addressing the backlog of referrals by successfully reducing 500 referrals in the waiting queue down to 67. Patients are now called up to three times to ensure they receive care.

Jane Russell noted the Healthier You Expo doubled attendance this year and that Depoe Bay providers came down to meet community members and offer enrollment for new patients.

Recruitment continues for: Two CRNAs – six candidates applied and four have been identified to interview; Coastal Family Practice Residency Program Director – Two candidate to interview; One Family Medicine Provider – Two to interview; and Four candidates for hospitalist.

CONSTRUCTION PROJECTS: Jon Conner reported that not a lot has changed in the last two weeks. The roof decking, which was previously approved by the Board, has arrived. Concrete cutting for the plumbing is now complete.

BOARD ITEMS/ADMINISTRATIVE REPORTS:

Approve 2019-2020 Budget Calendar and appointment of Budget Director: Kathryn reviewed the budget calendar with the Board and indicated a Budget Officer needed to be appointed.


Bonnie Saxton requested a motion to approve the 2019-2020 budget calendar and to appoint Kathryn Doksum as Budget Officer. Ralph Breitenstein moved to approve. Fred Postlewait seconded. Motion carried by unanimous voice vote.

Draft Budget 2019-2020: Kathryn Doksum presented the Draft Budget for 2019-2020. *The Board acknowledged the report and will review and bring back any questions or concerns to the June 17, 2019 PCHD Board meeting.*


1988 Building: Ralph Breitenstein indicated there are two remaining fuel tanks near Abbey and 9th Street and contractors are awaiting a pending report as to whether the tanks may remain or be removed.

Since many walls have been removed from the first and second floor, there are concerns about excess vibration on the second floor. A walk-through will be performed this Wednesday to see how it might be solved – by bracing or other options. In addition, a report will soon be available about the condition of some of the old steel framing.

Meeting adjourned at 5:07 p.m.



Lisa Ely, Recorder
PACIFIC COMMUNITIES HEALTH
DISTRICT



Kath Schonau
PACIFIC COMMUNITIES HEALTH
DISTRICT