

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

Tuesday, January 21, 2020

PRESENT: Ralph Breitenstein, MD, Chairperson
Kath Schonau, Vice Chairperson
David Long, MD, Secretary
Fred Postlewait, Treasurer

ABSENT: Bonnie Saxton, Director at Large

ALSO, PRESENT: Jim Shepherd, Legal Counsel
Ursula Marinelli, PCHD Foundation Dir.
Sam Jones, VP of Patient Care Serv.
Jon Conner, Facilities Director

Jane Russell, COO
Kathryn Doksum, District Finance Manager
Doug Boysen, CEO, SHS, Chair
Lisa Ely, Recorder

CALLED TO ORDER: Chairperson Ralph Breitenstein, MD, called the regular monthly meeting of the Board of Directors to order at 4:05 p.m., in the hospital Education Conference Room.

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

CONFIRMATION OF AGENDA ITEMS: Chairperson Ralph Breitenstein, MD, requested confirmation of the meeting agenda. No changes needed.

APPROVAL OF MINUTES: After review of the December 16, 2019 Regular Board Meeting minutes, Ralph Breitenstein, MD, asked for a motion to approve the minutes as presented.

Chairperson Ralph Breitenstein, MD, requested a motion to approve the minutes. Kath Schonau moved to approve the minutes. David Long, MD, seconded the motion. Motion carried by unanimous voice vote.

FINANCIAL REPORTS: Kathryn Doksum presented the December financial reports for review and approval as follows: Check Register, Bond Requisition and Interest Summary; Balance Sheet; Trend Analysis for all departments; Capital Fund; and PCHD Debt Service Fund.

Chairperson Ralph Breitenstein, MD, requested a motion to approve the financials. Kath Schonau moved to accept the financials. David Long seconded. Motion carried by unanimous voice vote.

LEGAL REPORT FROM COUNSEL: Jim Shepherd stated that Chris Minor has had conversations with Dennis Bartoldus to accept the note of trustee for the purchase of the *property located at 705 SW Coast Hwy, Newport, OR*. One issue is the payment provision, which would be that the District provide automatic debt payments to the bank in lieu of mailing monthly checks.

Chairperson Ralph Breitenstein, MD, requested a motion to approve Kathryn Doksum, District Finance Manager, authority to set up automatic payments to C3J, L.P. David Long, MD, moved to approve, Kath Schonau seconded. Motion carried by unanimous voice vote.

HOSPITAL REPORT: Jane Russell, COO, reported that moves for the Lab and Pharmacy departments are being planned with contingencies in place.

SPHS is finalizing their 2020 goals, which will also align with the system goals. Managers will continue with site meetings and once the goals are completed, Dr. Ogden will share with the Board.

Coastal Resiliency Committee continues to meet and is focused on three areas: physical environment, logistics, and clinical operations with the goal plan for four-weeks sustainability. The focus moving forward will be on four different levels: Inaccessible, restricted, partially restricted, and unrestricted.

In addition, Russell reviewed and shared with the Board the Quality and Service Excellence Report, which included information and statistics about the following: Inpatient; Emergency Room; Primary Care Clinics; Specialty Clinics; Support Services; Community Partnership; and Employee Engagement. Information regarding the Sustainability Report is not available currently.


CONSTRUCTION PROJECTS: Jon indicated things are ramping up and inspections continue – Lincoln County will come out for Kitchen, to ensure handwashing sinks and dishwasher is in place as the Oregon Health Authority has requested the County Health Department complete the preliminary health inspection this Friday for what should be in context at this time of the build. Local fire marshals will be coming out for inspection as well – last Friday a courtesy walk-through took place with the local fire marshal, who was accompanied by the state fire marshal as well. Everything is on-track to TCO on February 6, when the kitchen and all other departments transition to the new building. Once move is complete, discussions will be held regarding demolition of the 1951 building with a walk-through for abatement.

BOARD ITEMS/ADMINISTRATIVE REPORTS:


RFP for Water Supply: Jon Conner requested approval from the Board to create an RFP that he could send out to engineering firms for pricing and design of a water infrastructure for the hospital, which would allow for continued water for the facility for up to four weeks.

Chairperson Ralph Breitenstein, MD, requested a motion to authorize Jon Conner to send out RFPs to contractors for a water supply infrastructure. David Long, MD, moved to approve, Kath Schonau seconded. Motion carried by unanimous voice vote.

Meeting adjourned at 5:08 p.m.



Lisa Ely, Recorder
PACIFIC COMMUNITIES HEALTH
DISTRICT



David Long, MD
PACIFIC COMMUNITIES HEALTH
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