

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

**Monday, May 18, 2020**

**PRESENT:** Ralph Breitenstein, MD, Chairperson  
Kath Schonau, Vice Chairperson (Phone)  
David Long, MD, Secretary (Phone)  
Bonnie Saxton, Director at Large (Phone)

**ABSENT:** Fred Postlewait, Treasurer

**ALSO, PRESENT:** Jim Shepherd, Legal Counsel  
Jane Russell, COO (Phone)  
Ursula Marinelli, PCHD Foundation Dir.  
Lisa Ely, Recorder

Lesley Ogden, MD, CEO (Phone)  
Kathryn Doksum, District Finance Mgr. (Phone)  
Jon Conner, Facilities Director (Phone)  
Doug Boysen, CEO, President (Phone)

**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 Administrative Conference Room at Samaritan Pacific Communities Hospital.

**CITIZEN COMMENTS:** No members of the public were present for comments. Public phone-in option was provided.

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

**APPROVAL OF MINUTES:** After review of the April 20, 2020 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. Bonnie Saxton seconded the motion. Motion carried by unanimous voice vote.*

**FINANCIAL REPORTS:** Kathryn Doksum, District Finance Manager, presented the April financial reports for review and approval as follows: Check Register, Bond Requisition and Interest Summary; Balance Sheet; Trend Analysis for the PCHD General Fund; Capital Fund; and Debt Service Fund.

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

**LEGAL REPORT FROM COUNSEL:** Information to be discussed in Water Resiliency topic under Board Reports.

**HOSPITAL REPORT:** Lesley Ogden, MD, CEO, provided the following update: The hospital remains ready for COVID patients – continue to increase testing capacity, have adequate PPE, perfected our surge plan, and have cross trained the staff. Through this pandemic, we have become closer to our community partners, which has led us to cooperative efforts by providing testing for fish trawlers and fish plants. Samaritan continues to work on the new hospital project with concrete crushing and preparing to make the outside look great. Contractors started today on the inside second floor previously used for pharmacy and infusion, which will now be

turned back into a clinic. Due to COVID we can't blaze ahead with a grand opening as planned so we have asked Marketing to come up with an idea to deliver the message to the public when the hospital has been completed. We wish to show the public how grateful we are for their support.

In addition, Dr. Ogden reviewed and shared with the Board the Quality and Service Excellence Report, which included information and statistics about the following: Inpatient; HARM Report; Emergency Room; Primary Care Clinics; Specialty Clinics; Support Services; Community Partnership; Sustainability; and Employee Engagement.

**SYSTEM UPDATE:** Doug Boysen, CEO, President, reported that it has been COVID-19 for the last two and half months across the system. On May 1, the Governor allowed hospitals to begin operation at 50 percent with the possibility to increase to 100 percent on June 1.

SHS is currently keeping the workforce intact. No cut in positions or layoffs, however there were 100 voluntary furloughs. One positive is the increase in tele-medicine, which we hope we can continue to do. We have shut down capital spending and have canceled many events and most likely foundation events will also be canceled. We are having good luck in recruiting across the system for positions via Teams and Zoom meetings. We have had good collaboration with county and city officials from all three counties we serve, and they have had good collaboration with each other – it's been a real pleasure. I am proud of our county officials while we all navigate through this period of pandemic.


**CONSTRUCTION PROJECTS:** Jon Conner, Facilities Director, reported the contractors are starting to crush up the concrete to lay down for base, and that today two underground storage tanks were pulled out and all the paperwork has been filed for DEQ. The contractors have started on the remodel on the second floor with about an 8 to 10-week time frame for completion.


#### **BOARD ITEMS/ADMINISTRATIVE REPORTS:**

- OCCC Nursing Program request – Linda Mollino presented to the Board a letter of request to fund the Nursing Program at Oregon Coast Community College for the year 2020 - 2021. In addition, Mollino provided an update regarding this past year's program and how the college might be moving forward during COVID. The Board will review the request and will respond at the June 15, meeting.
- Draft Budget Review – Kathryn Doksum presented the 2020-2021 Draft Budget to the Board, which will be ratified at the June 15, 2020 PCHD Board meeting. Questions or concerns should be addressed to Kathryn Doksum prior to the next meeting.
- Oversight Committee – Ralph Breitenstein, MD, Chair, indicated the City of Newport has created an oversight committee for a COVID-19 Small Business Assistance Grant Program. The Newport City Council has established parameters for the submittal, review, and approval of grant applications to ensure available funds are dispersed in an equitable manner. The city would like to have a representative from the taxing entities on this committee and will schedule a meeting around the end of this month.  
Ralph Breitenstein, MD, Chairperson, asked for a volunteer from the Board who would be willing to represent and attend the upcoming meeting. Kath Schonau volunteered to be on the oversight committee.
- Water Resiliency – Jon Conner, indicated that the hospital and the District have been trying to come up with a plan to provide water for up to four weeks for sustainability (independent from the City), since our area is in a Cascadia Subduction Zone. An RFP was sent out to four engineering companies, two of which have replied – Water Supply Incorporated and Civil West. Those proposals were reviewed and forwarded to Tim Gross, Engineer, at the City of Newport. A potential plan would include an engineering firm that could take us through a feasibility study of options, identify a solution, and then move forward from that point. There is also a firm that the City uses for grant research opportunities that could assist with this project.  
Should the District wish to move forward, Conner suggested \$59,000 to \$100,000 might be needed for the project, which would also include legal fees.

Chairperson Ralph Breitenstein, MD, asked the Board if the District should move forward with research for the water supply project and all Board Members agreed. Jim Shepherd and Jon Conner will connect with Carrie Connelly regarding Public Contracting.

**Meeting adjourned at 5:27 p.m.**

  
Lisa Ely, Recorder  
PACIFIC COMMUNITIES HEALTH  
DISTRICT

  
David Long, MD  
PACIFIC COMMUNITIES HEALTH  
DISTRICT