

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

**Monday, December 21, 2020**

**PRESENT:** Ralph Breitenstein, MD, Chairperson  
Kath Schonau, Vice Chairperson  
David Long, MD, Secretary  
Bonnie Saxton, Director at Large  
Chris Carlson, Treasurer

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

Lesley Ogden, MD, CEO  
Kathryn Doksum, District Finance Mgr.  
Jon Conner, Facilities Director  
Sam Jones, VP of Patient Services

**CALLED TO ORDER:** Chairperson Ralph Breitenstein, MD, called the regular monthly meeting of the Board of Directors to order at 4:02 p.m.

**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 November 19, 2020, Regular Board Meeting minutes, Ralph Breitenstein, MD, requested approval.

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

**GRANT FUNDING OPPORTUNITIES:** Tia Cavender, CEO & Founder of Dig Deep Research, LLC, presented information to the Board about a Grant Pursuit Strategy (GPS) Deliverable for the Water Resiliency Project. Dig Deep's recommended approach is to identify, evaluate and prioritize relevant grant opportunities to the District, the hospital and/or other related project partners could pursue to help pay for the planning, permitting and construction phases of work. The GPS deliverable outlined the project specific recommendation and guidance for next steps to launch the grant-seeking process. The process is projected at \$25,000 for project period spanning from 01/01/2021 to 03/31/2021. The Board decided to table this item and hold a special work session on Monday, December 28, at 4 p.m. to further discuss and review supporting materials.

**MONTHLY REPORTS/QUARTERLY REPORTS**

**FINANCIAL REPORTS:** Kathryn Doksum, District Finance Manager, presented the November financial reports for review and approval as follows: District Funded actual activity as of November 30, 2020; 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. David Long, MD, moved to accept the financials. Bonnie Saxton seconded. Motion carried by unanimous voice vote.*

**LEGAL REPORT FROM COUNSEL:** Jim Shepherd announced that Tyler Jacobsen, SHS VP-General Counsel, has reviewed the Second Addendum to the Lease and Operating Agreement regarding the Apple peddler renovation project. Jacobsen did not anticipate any issues.

*Chairperson Ralph Breitenstein, MD, requested a motion. David Long, MD, moved to approve the Second Addendum to the Lease and Operating Agreement. Bonnie Saxton seconded. Motion carried by unanimous voice vote.*

**HOSPITAL REPORT:** Lesley Ogden, MD, reported that SPHS has started Covid vaccinations today and the plan is to progress by risk categories – by job and department location and that the hospital is gradually receiving allotments. In addition, training and signage continues for the new OSHA Covid compliance requirement.

The SPHS negotiating team met with SEIU this week and were able to come to an agreement with anticipation of a ratification this week so a new contract can get underway.

The hospital mammography facility was recently surveyed and came through with flying colors. The surveyors commended the facility, equipment performance, and the programs for commitment to follow up with problematic breast cancer patients.

Statistics revealed SPHS had a great operational report for the month of November. In addition the following statistics were reviewed: HARM Report; Emergency Room; Primary Care Clinic; Specialty Clinics; Support Services; Community Partnership.

**SYSTEM UPDATE:** Doug Boysen announced that SHS is starting to vaccinate employees. There are a lot of complexities with logistics and to ensure the vaccine is getting to the right people. The CDC and OHA has mandated vaccines go to frontline workers and it is unknown at this time as to when the vaccine will be offered to the general public.

Finances continue to have a solid year with ups and downs with the pandemic but should reach projection. The assistance of CARES Act funds and the fact that patients have placed trust in our providers (in June and July) to boost visits and procedures has helped, however charity care may be higher this year due to unemployment. Another area of concern to watch will be the state budget, which goes into effect July 1, 2021. The first draft does not look favorable for hospitals due to cuts in reimbursement and to cuts in the CCO which manages the Medicaid population. Since this is the first draft, there might be potential to make some positive changes made at the next assessment.

**CONSTRUCTION PROJECTS:** Jon Conner updated the Board regarding the water resiliency project. The Steering Committee Alternatives Review and Summary was provided and included several options: On-site, off-site, and an independent supply option. After reviewing implementation, costs, permits, and viability, the on-site storage with a pump appears to make the most sense whereas the main water supply would come from the city to a tank adjacent to the hospital.

The next step will be as follows: Draft a preliminary design of the system, coordinate with the city for an interconnection site, a siting analysis for tank development, and an opinion of probable construction costs, preliminary design workshop with the Steering Committee, and coordinate with funding consultant for grant opportunities.

**FOUNDATION BOARD REPORT:** Ursula Marinelli provided an overview of the PCHD Foundation reports and highlighted the following: The Employee Caring Campaign has ended and superseded the planned goal and raised \$10,000 more than last year. The state of Oregon has accepted the reinstated articles of incorporation and the Foundation has applied to the IRS for reclassification. The Twelve Days of Giving campaign raised \$58,000 for the Walk-In Clinic surpassing the goal of \$50,000.

For community partnerships, the protein prescription collaboration with Olalla Center in Toledo has been a success and three different businesses participated in a “roundup” for Women’s Cancer; C & K Market in Yachats and Waldport, Grocery Outlet, and The Human Bean. Thompson Sanitary Service also contributed through the Can Cancer envelope program.

**BOARD ITEMS/ADMINISTRATIVE REPORTS:**

- **Resolution for Budget Transfer, No 21-03:** Kathryn Doksum reviewed the resolution to amend the budget as follows: \$50,000 to be transferred from the Operating Contingency budget to the Capital fund budget, hereby decreasing the budget from \$500,000 to \$450,000 and that the 2020-2021 appropriation of \$50,000 is hereby transferred from Operating Contingency budget to the Capital fund budget hereby increasing the Capital fund budget from \$552,958 to \$602,958 to cover capital fund expenses.

*Ralph Breitenstein, MD, requested a motion to approve the amendment on Budget Transfer No. 21-03.*

*5 - Yeas  
0 - Nays  
0 - Absent  
0 - Abstained*

- **Cooling Tower – Noise Complaint:** Jon Conner provided an update regarding the cooling tower noise. An acoustical engineer was engaged to study the noise and take readings. Measurements for decibels were taken while operating at 100, 80, 70 and 50 percent. Results indicated the only time the reading was above the municipal code is when the fans are running at 100 percent. The cooling tower system can be adjusted to 90 percent between the hours of 10 p.m. and 7 a.m., which means it works harder in the day when temperatures are warmer and works less in cooler hours overnight. Running the current system to operate at 80 percent should be fine. Conner will reach out to the automation vendor to put limits in the variable frequency drives, which drive the cooler fans. Trends will be pulled in April and May to ensure there are not any problems or adjustments needed.
- **PUD Solar Project:** Jon Conner noted that Wade Carey from PUD approached him with an idea to share with the PCHD Board regarding a solar project. A similar project in Florence was implemented where a business agreed to place solar panels on their building by using grant funds. The panels are then sold to individuals in the town, which helped to reduce their electricity costs. Logistics, concerns and benefits were reviewed, however the Board decided to decline on the project.

**Meeting adjourned: 5:31 p.m.**



Lisa Ely, Recorder  
PACIFIC COMMUNITIES HEALTH  
DISTRICT

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David Long, MD  
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