

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

Monday, May 17, 2021

PRESENT: Ralph Breitenstein, MD, Chairperson
Aimee Thompson, Vice Chairperson
David Long, MD, Secretary
Bonnie Saxton, Director at Large
Chris Carlson, Treasurer

ALSO, PRESENT: Jim Shepherd, Legal Counsel Lesley Ogden, MD, CEO
Kathryn Doksum, District Finance Mgr. Ursula Marinelli, Foundation Director
Lisa Ely, Recorder Jon Conner, Facilities Director

CALLED TO ORDER: Chairperson Ralph Breitenstein, MD, called the regular monthly meeting of the Board of Directors to order at 4:01 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: The April 19, 2021, Regular Board Meeting minutes were reviewed. No changes were required.

Chairperson Ralph Breitenstein, MD, moved to approve the minutes. Chris Carlson seconded. Motion carried by unanimous voice vote.

OCCC Funding Request for Nursing Program – Linda Mollino, MSN, RN, and Crystal Bowman, Ph.D., MSN-Ed., CHSE, CNE, presented a PowerPoint to the Board which included: OCCC Nursing Student Statistics, Class of 2023; Nursing Student Fall 2021 Admission, Focus on increasing the number of healthcare professionals in Lincoln County; Partnerships and Collaboration; Allied Health Programs; and future additional partnership. In addition, a formal letter of request addressed to the Board of Directors to consider a request for an annual contribution of \$40,000 to help maintain the nursing program for technology and instructors.

MONTHLY REPORTS/QUARTERLY REPORTS

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. Bonnie Saxton moved to accept the financials. David Long, MD, seconded. Motion carried by unanimous voice vote.

LEGAL REPORT FROM COUNSEL: Jim Shepherd indicated there was nothing to report at this time other than the addendum to the Lease and Operating Agreement that reflects the additional contributions and will be discussed later in the agenda.

HOSPITAL REPORT: Dr. Ogden announced that SPCH recently held monthly celebrations for: Daisy Awards, which was awarded to Claudia Richards who was nominated by the family and was present for her award; Samaritan Celebration Week from May 10 – 14, which included a wellness event, beverage bar, catered meal, Sweet Treats cupcakes, and vests and/or coolers for staff. In addition emergency kits were provided to staff made possible by a grant from the Marie Lathom for Healthcare Hero's. Also great news that SPCH received accreditation for the graduate family rural residency training program.

The following statistics and highlights for SPCH were shared: Inpatient; HARM Report; Emergency Room; Primary Care Clinic; Specialty Clinics; Support Services; Community Partnership; Sustainability; and Employee Engagement, which includes recruiting information.

SYSTEM UPDATE: Not available

CONSTRUCTION PROJECTS: Jon Conner indicated Samaritan is moving ahead with the Walk-In Clinic and working through submittals. Underground plumbing has been installed and contractors are pressure testing for that. The second round of comments from OHA are being worked through. Work continues on structural issue with the air handling unit that sits on the roof – looking for a spot for placement. Conner also indicate he has been working with the vendor from GE for the X-ray machine to finalize the purchase and he met with managers for furniture needs and with the IT team for network and materials.

Water Project: Have not heard anything back from Chis Janigo, who will report back as soon as he meets with Spencer Nebel from the City of Newport.

FOUNDATION REPORT: Ursula Marinelli provided the PCHD Foundation Director Report.

Quality and Service Excellence: Information was shared regarding assistance grants from July 1, 2020 to May 17, 2021 of \$34,660 to help patients individually.

Employee Engagement: Foundation Employee Committee distributed \$47,671; Clinician Grateful Patient Program Advisory Council met on March 18, 2021 – group of clinicians to meet with the foundation directors quarterly to give us an insight to better connect with patients who express their gratitude to them (previously champions of care). Shining Stars are now on the webpage for patients and there is now a donation option; Karla Clem was promoted to a Senior Development Specialist position and Natalie Schafer will be the NLH Foundation Executive Director and will start her role June 1.

Sustainability: The PCHD Foundation approved purchases list of \$458,379 was reviewed.

Community Partnerships updates: The Women's Giving Circle annual meeting will be shifted from spring to fall; and the Foundation is investigating "Reach Out and Read" program for SPSH clinics.

Also reviewed was the PCHD Foundation Custom Management report from July 1, 2020 to April 30, 2021. Marinelli also announced that the Foundation plans to have an in-person GALA this year, which is slated for December 11, 2021.

BOARD ITEMS/ADMINISTRATIVE REPORTS:

- **DRAFT BUDGET 2021-2022** – Kathryn Doksum presented the Fiscal Draft Budget for 2021-2022. Which included the Annual Budget Message, Exhibits and Forms LB-1; LB-11; LB 20; LB-30 and LB-35.

The Board reviewed the reports and will bring back any questions or concerns to the June 21, 2021 PCHD Meeting.

- **RESOLUTIONS 21-04 (Pursuant or ORS Section 294.463):** A Resolution appropriating additional Sums of Money collected Via Capital Bond Sale to Defray Debt Service Fund for Pacific Communities Health District. Whereas there is an excess of funds collected via Capital Bond sale that exceeded the Capital Project therefore there is a need to transfer money from one fund to another. And whereas, the Capital project is complete and excess funds still exist in the Capital Account and there are sufficient funds to accommodate such transfer. Now, therefore, be it resolved by the Board of Directors of Pacific Communities Health District: Section 1. That the sum of \$41,852.80 hereby transferred from the Capital Account to the Debt Service Fund for said bonds.

RESOLUTION 21-05 (Pursuant or ORS Section 294.463): A resolution appropriating additional sums of money to defray expenses more than the amounts budgeted for Pacific Communities Health District. Whereas,

there is a need to transfer budgeted and appropriated moneys from one fund to another. And whereas, the Contingency category has sufficient funds to accommodate such transfer. Now therefore, be it resolved by the Board of Directors of the Pacific Communities Health District; Section 1. That the sum of \$50,000 is hereby transferred from the Operating Contingency Fund to the Materials and Services Fund hereby decreasing the Contingency Fund from \$450,000 to \$400,000. That the 2020-2021 appropriation of \$50,000 is hereby transferred from Operating Contingency Fund to the Materials and Services fund hereby increasing the Materials and Services Fund from \$1,182,424 to \$1,232,424 to assist with expenditures for the Water Systems Consultant and to cover unanticipated consulting expenses.

The above Resolutions 21-04 and 21-05 were approved and declared adopted May 17, 2021.

<i>Yeas</i>	<i>5</i>
<i>Nays</i>	<i>0</i>
<i>Absent</i>	<i>0</i>
<i>Abstained</i>	<i>0</i>

Chairman Ralph Breitenstein, MD, announced that the Board of Directors for the Pacific Communities Health District will now move into executive session pursuant to ORS 192.660(2)(f), which allows the Board to meet in executive session for the consideration of information or records that are exempt by law from public inspection – PCHD and SHS Lease and Operating agreement.

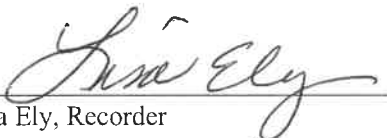
Representative of the news media and designated staff will be allowed to attend the executive session. All other members of the audience are asked to leave the room and virtual meeting platform. Representatives of the news media are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of session as previously announced, however no media is present. No decision may be made in executive session. At the end of the executive session, we will return to open session and welcome the audience back into the meeting.

Executive Session entered into at: 5:19 p.m.

Executive Session exited at 5:24 p.m.

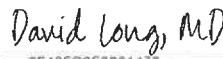
The Board of directors agreed to move forward to amend the Lease and Operating Agreement, which will adjust the tax allocation and extend the term by 15 years. Changes will be brought forth at a future meeting for the Boards review.

Meeting adjourned: 5:26 p.m.



Lisa Ely, Recorder
PACIFIC COMMUNITIES HEALTH
DISTRICT

DocuSigned by:



David Long, MD
PACIFIC COMMUNITIES HEALTH
DISTRICT