

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

Monday, November 16, 2020

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

ALSO, PRESENT: Jim Shepherd, Legal Counsel
Jane Russell, COO (Phone)
Lisa Ely, Recorder
Sam Jones, VP of Patient Services (phone)

Lesley Ogden, MD, CEO (phone)
Kathryn Doksum, District Finance Mgr.
Jon Conner, Facilities Director (phone)

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: After review of the October 19, 2020, Regular Board Meeting minutes, Ralph Breitenstein, MD, requested approval.

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

FINANCIAL REPORTS: Kathryn Doksum, District Finance Manager, presented the October financial reports for review and approval as follows: District Funded actual activity as of October 31, 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. Kath Schonau seconded. Motion carried by unanimous voice vote.

LEGAL REPORT FROM COUNSEL: Jim Shepherd indicated there was nothing to report but might have comments during Jon Conner's report.

HOSPITAL REPORT: Lesley Ogden, MD, CEO, shared with the Board that Oregon Oncology Specialist Group out of Salem, has now signed a formal agreement to service the system in the tri-county area. They will provide the oncology and advanced practice providers that work with them to service in our cancers centers and oncology clinics and will provide medical directorship.

SPCH met with SEIU again last Friday, unfortunately they left the table. Ogden did email all union employees and let them know directly what we were offering so that it shows they are getting what they are asking for – job categories and examples.

For the seventh time in eight years, Samaritan Health Services has been named Oregon's Healthiest Employer, as approximately 78 percent of employees are participating in some type of wellness activity. The Employee Caring Campaign closed in October and raised \$61,560 from the Newport employees to support the Foundation and United way programs.

In addition, Ogden reviewed the Quality & Service Excellence Report and reported on the following: Inpatient; HARM Report; Emergency Room; Primary Care Clinic; Specialty Clinics; Support Services; Community Partnership, which included an OPB radio program; Sustainability – still working on October financials due to CARES Act; and Employee Engagement – have some opening in labor and delivery and nurses for Emergency Department.

Ogden also shared information about the SPCH lab, which will be moving ahead with a new platform for COVID testing with a machine called Thermo Fischer, which was provided by state. Newport's lab was large enough to house the machine and will enable SPCH to be the home for all out-patient testing for the system. One of the positive aspects is that this manufacturer has not had a supply chain shortage.

SYSTEM UPDATE:

Doug Boysen absent.

CONSTRUCTION PROJECTS: Jon Conner reported there was an issue with the EV charging station cabinet that the gear gets mounted into, it's the correct cabinet however the mounting studs that are welded inside the cabinet were incorrect and the manufacture sent a conversion kit to fit the new gear and hopefully it will be installed this week. The flooring investigation was last week with WAG Engineering firm that specializes in forensic analysis from floors to building failures. Neenan and the flooring contractors concrete sealing company and went through several spots on all three floors and performed several types of testing. Information was gathered and sent back with the engineering team. They will review and we anticipate findings sometime around mid-month of January.

Regarding the cooling tower, an acoustical engineer came out last Monday and performed a sound study. Preliminary reports indicated in the overnight hours between 10 p.m. to 6 a.m. the decibel reading was around 56 and the city municipal code of 50. We have reached out to the Delta manufacturer of the cooling tower to see about sound intimating accessors, or another option might be to build somethings along 11th Street where the construction trailers were located. Initial results have been forwarded to Jim Shepherd for review. Jon also indicated he has touched based with the resident and informed them that an acoustical engineer has been hired to find out where we are and what remediation may need to be done if needed.

Jim Shepherd noted the District will wait for options from the manufacturer, then proceed with next steps.

AUDIT PRESENTATION: Signe Grimstad, CP, indicated she reviewed the June of 2020, Audit Report and that it was straight forward and has a clean opinion. Grimstad then proceeded to guide the Board through the audit presentation hand out, which covered the following:

- **Financial review**, which included an Independent Auditors Report, Management's Discussion and Analysis, Basic Financial Statements of combined Government-wide and Fund Financial Statements, Statement of Net Position and Governmental Funds Balance Sheet, Statement of Activities and Governmental Funds Statement on Revenues, Expenditures and Changes in Fund Balance, and a review of Notes to Financial Statements.
- **Required supplemental review** of Major Fund, which included: Statement of Revenues, Expenditures and Changes in Fund Balance, Budget and Actual, and General Fund.
- **Other supplemental review** of Major Fund included: Schedule of Revenues, Expenditures and Changes in Fund Balance, Budget and Actual, Debt Fund and Capital Projects Fund. In addition, a Summary of Real and Assessed Market Values, and Consolidated Tax Rates within the District.
- **Compliance review**, which included Independent Auditor's Report Required by Oregon State Regulations.

Grimstad noted that with a very large project this past year, this ended up as a very smooth audit.

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

BOARD ITEMS/ADMINISTRATIVE REPORTS:

None currently.

Meeting adjourned: 5:06 p.m.



Lisa Ely, Recorder
PACIFIC COMMUNITIES HEALTH
DISTRICT



David Long, MD
PACIFIC COMMUNITIES HEALTH
DISTRICT