

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

**Tuesday, September 20, 2022**

**PRESENT:** Aimee Thompson, Chairperson  
Ralph Breitenstein, MD, Member at Large  
Bonnie Saxton, Treasurer  
David Long, MD, Secretary

**ALSO, PRESENT:** Jim Shepherd, Legal Counsel  
Kathryn Doksum, District Finance Manager  
Catherine Macnab, Facilitator/Recorder  
Sam Jones, VP. Pt. Care Svcs.  
Ursula Marinelli, Director Foundation  
Jon Conner, Facilities Director

**CALLED TO ORDER:** Chairperson Aimee Thompson, called the regular monthly meeting of the Board of Directors to order at 4:10 p.m.

**CITIZEN COMMENTS:** There were no citizens present at the meeting.

**CONFIRMATION OF AGENDA ITEMS:** Chairperson Aimee Thompson, requested confirmation of the meeting agenda. No changes or additions needed.

**APPROVAL OF MINUTES:** After review of the August 16, 2022, regular board meeting minutes, there was a change requested by Ralph Breitenstein to Jon Connor's Construction Report. "The final drawings and specifications were received from Stantec for the STARS project" to read "The final drawings and specifications were received from Stantec for the hospital's electrical upgrade project."

*Chairperson Aimee Thompson requested a motion to approve the August 16, 2022, meeting minutes. Ralph Breitenstein moved to approve the minutes. David Long seconded. Motion carried by unanimous voice vote.*

**WATER PROJECT UPDATE:** Ralph Breitenstein provided a quick update that PCHD contracted with Dig Deep to apply for an Oregon Business forgivable loan for \$1.25 mil. Dig Deep anticipates that \$.5 mil of the loan will be forgiven.

**MONTHLY REPORTS/QUARTERLY REPORTS:**

**FINANCIAL REPORTS:** Kathryn Doksum, District Finance Manager, presented the August 2022, financial reports for review and approval as follows: Check Register, Balance Sheet Draft, Trend Analysis for the PCHD General Fund, and Trend Analysis for the Debt Service Fund. A letter regarding the engagement of Grimstad and Associates for audit services for the district's prior fiscal year was reviewed. The letter was received and will be signed by a Board member noting this engagement for services.

*Chairperson Aimee Thompson requested a motion to approve the financials. David Long moved to approve. Ralph Breitenstein seconded. Motion carried by unanimous voice vote.*

**LEGAL REPORT FROM COUNSEL:** Jim Shepherd reported updates on the Neenan case. Discovery is continuing. Depositions are scheduled for October and November, and possibly in December. Dr. Breitenstein has been designated by the defendant as witness from the district, deposition should occur sometime in early October. Mediation is scheduled for November 30<sup>th</sup> with a back-up date of December 14<sup>th</sup>. Arbitration will be in 2023.

**FOUNDATION AND STARS FUNDING REPORT:** Ursula Marinelli reported on the updated pledges for the STARS project.

North Lincoln Health District has approved \$1 million towards the project, to be given over three years, additional gifts will be considered based on future tax income.

The Newport City Council – Just approved support just under \$73k over five years. These funds come from their opioid settlement funds. The Council was encouraging and felt if they could find additional funds to assist with the infrastructure costs, they would be willing to provide more support.

A private couple pledged \$30k. With all these contributions to date there has been \$3,751,016 pledged.

**HOSPITAL REPORT:** Sam Jones, VP Pt. Care Services reported on behalf of Lesley Ogden, CEO

Sam highlighted the various topics from the Samaritan Pacific Communities Hospital (SPCH) report which included the emergency preparedness armed intruder drills conducted over the summer, SPCH's 4-star CMS overall quality ranking celebration, the Coastal STARS project update and, changes to the hospital's visitor policies.

We are still struggling with transport delays, but we have put out RFIs as a system hoping to contract with another company who can do our patient transports. We have approval to move forward with one of the companies who responded.

In addition, Sam Jones, VP Pt. Care Services also reviewed the Samaritan Pacific Health Services (SPHS) Quality & Service Excellence statistics for the following: Inpatient, Emergency Room, Primary Care Clinics, Specialty Clinics, Support Services, Community Partnership, Sustainability, Employee Engagement, and the Kudos report.

**CONSTRUCTION/ FACILITIES UPDATE:** Jon Conner provided STARS Updates

1. A non-mandatory pre-proposal meeting was held with the Clark Kjos architect and Gerding Builders and Lewis Builders for a site tour.


RFPs are due October 3rd with the opening date set for October 4<sup>th</sup>.

2. Topographical survey – Jon received a bid from Coal Surveying for \$7,000. This bid only covers the survey for the site, it does not include extending Biggs Street. Jon is asking for approval to accept the \$7,000 bid noting that if extension to Biggs is needed the cost will increase to between \$9,000-10,000.

*Chairperson Aimee Thompson requested a motion to approve the topographical survey work proposal by Cole Surveying. Ralph Breitenstein made a motion to approve. David Long seconded. Motion carried by unanimous voice vote.*

The Board discussed the option of obtaining anything beyond the original estimated budget. Ursula Marinelli and Jon Conner will discuss further and come back to the Board.

**Meeting adjourned:** 4:55 p.m.

  
Catherine Macnab, Recorder  
PACIFIC COMMUNITIES HEALTH  
DISTRICT

  
David Long, MD  
PACIFIC COMMUNITIES HEALTH  
DISTRICT