

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

**Tuesday, February 21, 2023**

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

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

**ABSENT:**

**CALLED TO ORDER:** Chairperson Aimee Thompson, called the regular monthly meeting of the Board of Directors to order at about 4:01 pm.

**CONFIRMATION OF AGENDA ITEMS:** Chairperson, Aimee Thompson, requested confirmation of the meeting agenda. There were no requested changes to the agenda.

**APPROVAL OF MINUTES:** After review of the January 12, 2023, work session minutes and the January 17, 2023, regular board meeting minutes there were no requested changes.

*Chairperson Aimee Thompson requested a motion to approve the January 12, 2023, PCHD Board work session minutes and the January 17, 2023, regular Board meeting minutes. Ralph Brietenstein moved to approve the minutes. Chris Carlson seconded. Motion carried by unanimous voice vote.*

**DIG DEEP FEES AND RETAINING SERVICES:** Aimee Thompson reported that after meetings with PIA, Engineering, and survey services she and Ralph would like to recommend moving forward with applying for the forgivable loan for the for the water tower project. Dig Deep has recommended that PCHD be in the first-round application process and would need to get the application submitted in July of 2023. Dig Deeps fees for this service will be \$5,000. These fees could be wrapped in the forgivable loan if it is granted. Jim Shepard requested that the contract for Dig Deep services be sent to him for review prior to signature.

*Chairperson Aimee Thompson requested a motion to approve the Dig Deep service fee of \$5,000. Ralph Brietenstein moved to approve the minutes. David Long seconded. Motion carried by unanimous voice vote.*

**STARS GROUNDBREAKING CEREMONY FUNDING:** Ralph Breitenstein reported that the PCHD will be hosting a STARS Groundbreaking Ceremony on June 16, 2023. The costs associated with the ceremony are anticipated to be \$2,000.00 There will be seating for seventy-five, food, and possibly shuttle services if needed. Neighborhood outreach will be provided prior to the ceremony to introduce the community to the STARS program. Senator Anderson and Representative Gomberg are being invited to attend the ceremony.

*Chairperson Aimee Thompson requested a motion to approve \$2,000 for the STARS Groundbreaking ceremony. Ralph Brietenstein moved to approve \$2,000 for the STARS Groundbreaking ceremony. David Long seconded. Motion carried*

*by unanimous voice vote.*

**BAYVIEW BUILDING:** Chris Carlson reported that after inspection of the Bayview building the sprinkler system is the biggest obstacle to converting the building to apartments for use by hospital staff and travelers. A potential remodel would also create issues with placement of the Samaritan Departments housed in the building. The remodel is not recommended due to these barriers and expenses related to the project.

**ROBOTIC SURGERY:** Ralph Breitenstein reported that he did some research and found that Good Shepherd hospital in Hermiston has had robotic surgery for several years. Samaritan Pacific has been looking to add robotic services and has looked at purchasing a robot. A proforma will be created after purchasing vs. renting has been researched and presented to the Board after Samaritan Health Services approves the project. Having robotic surgery would be a good recruiting tool and there are current Samaritan surgeons who already have experience in robotic surgery and surgeons who would be interested in adding robotic privileges with training. Kathryn Doksum will investigate the Hermiston hospital's financials related to robotic surgery services. After market data and impact on the system with site robotic services are evaluated, the subject will be returned at a future PCHD Board meeting.

#### **MONTHLY REPORTS/QUARTERLY REPORTS:**

**FINANCIAL REPORTS:** Kathryn Doksum, District Finance Manager, presented the projected cash availability study 4-year outlook 2023 report which included, total cash and cash equivalents for the general fund, Total commitments, and net cash available. The Board will need to talk about a budget for demolition of the 933 Abbey St. property and approve a potential budget increase to cover this cost at a future meeting.

The district's audit firm final draft is being reviewed and will be presented at the next meeting. The final audit is due at the end of the month. It will be turned in and then brought to the Board for approval.

The January 31, 2023, financial reports were presented 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.

*Chairperson Aimee Thompson requested a motion to approve the January 31, 2023 financials as presented. Bonnie Saxton moved to approve the financials. Ralph Breitenstein seconded. Motion carried by unanimous vote.*

**LEGAL REPORT FROM COUNSEL:** Jim Shepherd provided an update on the Neenan litigation. Both mediation sessions were unsuccessful. We are preparing for arbitration with the hope for settlement discussions in between.

Jim received emails from David Allen, counsel for the city who surmised that an IGA will not be discussed before fall pending a loan agreement approval. If the loan is approved there may not be a need for an IGA. The contract for the Biggs Street lease with Samaritan requires a 30-day notice of the date we will start construction of the STARS project.

At the January meeting of the Board of Directors an addendum to the lease and operating agreement was discussed. Samaritan's counsel approved the agreement with a minor change.

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

Highlights included:

- A draft of the contract created for the district to be the recipient of the funds from the opioid grant was reviewed. The contract will be over a 5-year period and will need to be reviewed by the district's legal counsel before presentation to the board and the city of Newport.

- A \$25k grant was received from the Ford Foundation
- The Spirit Mountain Community Fund responded positively to our letter of inquiry and invited the district to apply for \$100k. If the funds are awarded, they will be received in June.
- The governor's budget includes money for substance use disorder facilities. Our government liaison is encouraged by the amount of money that looks like will be in the state budget this year for substance abuse disorders facilities.

**HOSPITAL REPORT:** Jane Russell, COO reported on behalf of Lesley Ogden, CEO.

Jane highlighted the various topics from the SPCH report which included:

- Lesley Ogden, CEO is currently at the AHA rural Leadership conference to highlight the great work our organization has done with recruiting and retention.
- We are currently working on our cascading goals that link us with the system priorities. SPCH has picked the following quality goals; falls with injury, C-Dif infections, and increasing incident reporting.
- ACGME met in January and credentialed our family medicine resident training program. Residents will be coming on in June 2023, they will work in the hospital and will see patient panels in the family medicine clinics. Dr. Lucien Megna is the program director and has been instrumental in implementation of the program.
- We now have a dental hygienist who can perform some basic dental procedures in the ED and assist patients in the hospital with connections for services in the community. Karen Hall, RDHP, will be presenting a poster and discussing our innovation at the 2023 Congress on Healthcare Leadership's Poster session at the National Rural Hospital Association Conference.
- SPCH and SNLH have been notified that last November they were one of two finalists in the nation. Award acceptance will be at the AHA Rural Health Leadership Conference.
- SPCH ended the year very strongly with a net operating margin of 11.1% compared to the budgeted margin of 9.8%. This is a credit to the work done by our managers and assistance from the OHA with staffing.

Jane 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.

**SHS SYSTEM UPDATE:** Doug Boysen provided a report on recent activities system wide.

- Around the system we are seeing COVID, RSV and Flu counts going down along with hospital volumes. This provides a little relief for our staff who have been busy for so long.
- We continue to see SHS's turnover rate decreasing. In 2022 SHS netted a positive 174 employees and is trending in the right direction.
- While Newport had a strong 2023 financial year there were some sites that did well and some that did not. The system overall margins were positive. We are one of few health systems to make a positive margin in 2022. SHS is continuously looking for ways to enhance revenue and curb expenses and that has helped us during the pandemic.
- We anticipate 2023 will be a challenging year due to state legislature that is coming up that will make it more difficult for all healthcare systems in the state. Healthcare mandated staffing ratios for patient care related staff and other departments will affect our patient census's.
- SHS is partnering with OSU to build a clinic and pharmacy on campus, as well as potential opportunities to provide experience for pharmacy students at SHS sites.

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

- Estimates for the Demolition of the 933 Abbey St., Newport, Or. property was reviewed.
  - ✓ Hazardous survey costs are anticipated to be under \$1k.
  - ✓ Demo permit \$100

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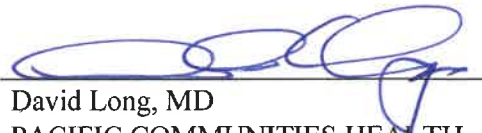
- ✓ Electrical Disconnect – no charge
- ✓ Plumbing permit \$67.20
- ✓ Material Disposal will be hard to anticipate but is \$122.55 per ton plus haul fee of \$161.70 per box.
- ✓ Central Coast Excavation

*Chairperson Aimee Thompson requested a motion to approve moving forward with the demolition of the 933 SW Abbey St. property not to exceed \$25k. Chris Carlson moved to approve the demolition. Ralph Breitenstein seconded. Motion carried by unanimous vote.*

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



Catherine Macnab, Recorder  
PACIFIC COMMUNITIES HEALTH  
DISTRICT



David Long, MD  
PACIFIC COMMUNITIES HEALTH  
DISTRICT