

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

Tuesday, April 18, 2023

PRESENT: Aimee Thompson, Chairperson
Ralph Brienstein, MD, Member at Large
David Long, MD, Secretary
Lola Jones, Treasurer

ALSO, PRESENT: Kathryn Doksum, District Finance Manager Lesley Ogden, CEO
Karla Clem, Associate Director-Foundation Jane Russell, COO
Sam Jones, VP Patient Care Services Carrie Connelly, Legal Counsel
Jon Conner, Facilities Director Catherine Macnab, Facilitator/Recorder
Georgia Fisher, Facilitator/Recorder

ABSENT: Chris Carlson, Vice-Chair

CALLED TO ORDER: Chairperson Aimee Thompson, called the regular monthly meeting of the Board of Directors to order at about 4:05 p.m.

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 March 21, 2023, regular board meeting minutes it was noted that the minutes did not reflect the correct Resolution 23-03. The Board minutes read:

Section 1, that the sum of \$300,000 is hereby transferred from the Operating contingency fund to the Capital Expenditure fund hereby decreasing the Contingency fund from \$500,000 to \$300,000.

These will be corrected to read:

Section 1, that the sum of \$300,000 is hereby transferred from the Operating contingency fund to the Capital Expenditure fund hereby decreasing the Contingency fund from \$500,000 to \$200,000.

Chairperson Aimee Thompson requested a motion to approve the March 21, 2023, regular Board meeting minutes with the changes to Section 1 of the Board resolution 23-03 as listed above. Ralph Brienstein moved to approve the minutes with these changes. David Long seconded. Motion carried by unanimous voice vote.

WATER RESILIENCY PROJECT: Member at Large, Ralph Brienstein provided an update on the Water Resiliency Project. After reviewing it has been determined that an authorization will be needed from the Board to cover archaeological and foundation studies and other costs to prepare for the project to begin. This will enable moving forward with creating the contract with Water Systems Consulting.

Chairperson Aimee Thompson requested a motion to approve construction for the Water Resiliency Project in the amount of \$680,00.00 with a contingency of 10%. Ralph Brienstein moved to approve the construction of the Water Resiliency Project in the amount of \$680,00.00 with a contingency of 10%. David Long seconded. Motion carried by unanimous voice vote.

MONTHLY REPORTS/QUARTERLY REPORTS:

PCHD AUDIT: Kathryn Doksum, District Finance Manager announced the audit done by Grimstad and Associates is finalized and ready for approval as presented at the March meeting. A copy was sent out to the Board with the meeting packet.

Chairperson Aimee Thompson requested a motion to approve the PCHD Audit Report. Lola Jones moved to approve the PCHD Audit. Ralph Brietenstein seconded. Motion carried by unanimous voice vote.

BUDGET TIMELINE AND BUDGET OFFICER APPOINTMENT FOR 2023-2024:

Kathryn Doksum, District Finance Manager presented the budget timeline for 2023-2024 and noted that a Budget Officer for 2023-2024 needs to be appointed.

Chairperson Aimee Thompson requested a motion to approve the Budget Timeline for 2023-2024 and to appoint Kathryn Doksum, District Finance Manager as the Budget Officer for 2023-2024. Lola Jones moved to approve the Budget Timeline for 2023-2024 and to appoint Kathryn Doksum, District Finance Manager as the Budget Officer for 2023-2024. Ralph Brietenstein seconded. Motion carried by unanimous vote.

FINANCIAL REPORTS: Kathryn Doksum, District Finance Manager presented the March 2023 financial reports for review and approval as follows: Check Register, Balance Sheet, Trend Analysis for the PCHD General Fund and Trend Analysis for the Debt Service fund.

Chairperson Aimee Thompson requested a motion to approve the March 2023 financials as presented. Ralph Brietenstein moved to approve the March 2023 financials. Lola Jones seconded. Motion carried by unanimous vote.

REPORT FROM LEGAL COUNSEL: Aimee Thompson, Chairperson gave the legal counsel report on behalf of Jim Shepherd. The Neenan flooring litigation settlement discussions continue and preparations for arbitration have begun.

ADDENDUM TO LEASE AND OPERATING AGREEMENT PACIFIC COMMUNITIES HEALTH DISTRICT/SAMARITAN PACIFIC HEALTH SERVICES INC. (ADDING BIGGS STREET PROPERTY) & AUTHORIZATION OF SIGNATOR: Carrie Connelly reported that the lease addendum has been reviewed and will be forwarded to Samaritan legal counsel for signature after the Board has assigned a signator on their behalf.

Chairperson Aimee Thompson requested a motion to approve the addendum and authorize the Board Chair as the signator. David Long moved to approve the addendum and authorize the Board Chair as the signator. Ralph Brietenstein seconded. Motion carried by unanimous vote.

Chairperson Aimee Thompson requested a motion to approve the assignment of the district contracts for architectural and engineering services with Clark/Kjos Architects and Gerding Builders for CM/GC contracting services to Samaritan and authorize the Board Chair to sign those assignments. Ralph Brietenstein moved to approve to approve the assignment of the district contracts for architectural and engineering services with Clark/Kjos Architects and Gerding Builders for CM/GC contracting services to Samaritan and authorize the Board Chair to sign those assignments. David Long seconded. Motion carried by unanimous vote.

STARS FUNDRAISING REPORT: Karla Clem reported on STARS Fundraising highlights included:

- North Lincoln Hospital Finance Foundation approved \$275,000 funding for STARS
- Murdock Charity Trust declined our request for grant monies of \$250,000
- The Foundation attended a public hearing with the State of Oregon asking for \$2.5 Million and we expect a response in June or July

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HOSPITAL REPORT: Lesley Ogden, CEO gave the SPCH report, and the highlights included:


- Samaritan Pacific will have three new residents starting in June.
- Samaritan Pacific was named as a recipient of the 2023 Women's Choice Award for Best Hospitals and Emergency Care
- Celebrating Samaritan's week will be occurring on May 8th to May 12th.


Lesley Ogden, MD 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.

ROBOTIC SURGERY SUMMARY: Kathryn Doksum, District Finance manager presented a financial summary for investing in a Robotic Surgery and Jane Russel spoke to the benefits of purchasing the DaVinci Robot.

Chairperson Aimee Thompson requested a motion to approve giving \$900,000 to Samaritan to purchase DaVinci Robot. Ralph Brietenstein moved to approve giving \$900,000 to Samaritan to purchase the DaVinci. David Long seconded. Motion carried by unanimous vote.

Meeting adjourned: approximately 5:25 p.m.


Catherine Macnab, Recorder
PACIFIC COMMUNITIES HEALTH
DISTRICT


David Long, MD
PACIFIC COMMUNITIES HEALTH
DISTRICT