

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

Tuesday, May 16, 2023

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

ALSO, PRESENT: Kathryn Doksum, District Finance Manager
Ursula Marinelli, Regional Foundation Director
Karla Clem, Associate Director-Foundation
Sam Jones, VP Patient Care Services
Lesley Ogden, CEO
Jane Russell, COO
Jim Shepherd, Legal Counsel
Catherine Macnab, Facilitator
Georgia Fisher, Facilitator/Recorder in Training

CALLED TO ORDER: Chairperson Aimee Thompson, called the regular monthly meeting of the Board of Directors to order at about 4:02 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 April 18, 2023, regular board meeting minutes there were no requested changes.

Chairperson Aimee Thompson requested a motion to approve the April 18, 2023, regular Board meeting minutes. Ralph Breitenstein moved to approve. Lola Jones seconded. Motion carried by unanimous voice vote.

WATER RESILIENCY PROJECT: Member at Large, Ralph Breitenstein provided an update on the Water Resiliency Project. He noted that he received a letter from Fernando Gonzalez with Dig Deep regarding the Business Oregon Grant that the Health District is applying for to cover a quarter of the funding for the project if the Board chooses to accept it. A portion of the funds may be forgivable. It is unsure if the Health District or the city should be applying for the grant. The Health District will apply and if it is required that the city should be the one to apply, it will revert to them.

The Office of Emergency Management with the State of Oregon and FEMA are asking for more information regarding the project.

SAM.GOV ENTITY ADMINISTRATOR DESIGNATION: To apply for the Business Oregon Grant, the Board will need to have a SAM.Gov Entity Administrator Designee. It was decided to have Kathryn Doksum, Finance Manager be the Entity Administrator.

Chairperson Aimee Thompson requested a motion to approve designating Kathryn Doksum, Finance Manager as the Entity Administrator using the letter provided by SAM.Gov in pursuit of the unique entity ID number. Lola Jones moved to approve. Chris Carlson seconded. Motion carried by unanimous voice vote.

MONTHLY/QUARTERLY REPORTS:

DRAFT BUDGET 2023-2024: Kathryn Doksum, District Finance Manager presented the 2023-2024 Draft Budget.

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The Annual Budget Message, Exhibits and Forms LB-1; LB-11; LB 20; LB-30 and LB-50 were included in the presentation.

FINANCIAL REPORTS: Kathryn Doksum, District Finance Manager presented the April 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 April 2023 financials as presented. Ralph Breitenstein moved to approve. David Long seconded. Motion carried by unanimous vote.

REPORT FROM LEGAL COUNSEL: Jim Shepherd, Legal Counsel spoke about the Neenan flooring litigation noting that settlement discussions continue and preparations for arbitration have begun.

STARS FUNDRAISING REPORT: Ursula Marinelli reported on STARS Fundraising highlights included:

- Spirit Mountain Community Fund has committed \$100,000 funding
- Foundation Employee Committee has committed \$10,000 funding
- North Lincoln Hospital Foundation is having a Gala to raise funding with a goal of \$90,000 – \$100,000
- We are waiting for a response from the State of Oregon regarding the \$2.5 Million we requested and expect a response in June or July
- The Conditional Use Permit Meeting with the City of Newport Planning Commission is on June 12, 2023
- Groundbreaking will be on June 16, 2023

CONSTRUCTION/FACILITIES REPORT: Aimee Thompson, Chairperson gave the Construction/Facility report for Jon Connor, Facilities Director:

- STARS – We are working with Clark/Kjos Architects and Gerding Construction to get any early site demo, civil site work and fire protection package sent out for bids to allow us to get started sooner and avoid potential weather delays in the fall. Jim Shepard, Legal Counsel is assisting in addressing this in the contract.
- Water Resilience Project – We are working with Scott Duran and the City of Newport regarding community outreach and will have a plan in place in the next few weeks to share with the Board. We are also working with Scott Duran to execute a contract for the project and Jim Shepard, Legal Counsel is developing a funding agreement for PCHD and SHS.
- Abbey Street – The demo for the house to come down and level the site started on Monday with anticipation for completion next week.

HOSPITAL REPORT: Jane Russell, COO gave the SPCH report, and the highlights included:

- Celebrating Samaritan's week was May 8th to May 12th. With the help from some of the PCHD Board members it was a great success and appreciate all staff and practitioners.
- On Thursday, May 11th the COVID -19 Public Emergency ended, and Oregon Health Authority changed some requirements regarding vaccination for Health Care workers as well as their isolation policies for people that test positive for COVID-19. SHS has not changed policies as they are waiting for CDC and Federal guideline changes. One of the things that was helpful during the emergency was that there was a suspension of the 96-hour requirement for critical access hospital stays. That requirement will be ending as well so SHS will be monitoring and documenting our lengths of stays.

Jane Russell, COO 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.

Meeting adjourned: approximately 5:15 p.m.



Georgia Fisher, Recorder
PACIFIC COMMUNITIES HEALTH DISTRICT



David Long, MD
PACIFIC COMMUNITIES HEALTH DISTRICT