

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

**Tuesday, September 16, 2025**

**PRESENT:** Chris Carlson, Chairperson  
Ralph Breitenstein, MD, Director at Large  
Aimee Thompson, Vice Chairperson

**ALSO, PRESENT:** Carrie Connelly, Legal Counsel  
Karla Clem, Dir Foundation  
Tia Cavendar, Dig Deep  
Catherine Macnab, Facilitator/Recorder  
Kathryn Doksum, District Finance Manager  
Jon Conner, Dir. Facilities  
Lesley Ogden, MD, SPCH CEO

**CALLED TO ORDER:** Chris Carlson, Chairperson, called the regular monthly meeting of the Board of Directors to order at 4:00 p.m.

**CONFIRMATION OF AGENDA ITEMS:** Chris Carlson, Chairperson, requested confirmation of the meeting agenda. The following items were added to the agenda:

- IGA Amendment with the City of Newport - Approval
- Disposal of District Flooring Assets – Approval
- Dig Deep Loan - Approval
- Funds for C-STARS Grand Opening Celebration - Approval
- Signe Grimstad Confirmation of Services Agreement - Approval

**APPROVAL OF MINUTES:** After review of the July 15, 2025, regular Board meeting minutes there were no requested changes.

*Chris Carlson, Chairperson, requested a motion to approve the July 15, 2025, regular Board meeting minutes.  
Ralph Breitenstein, MD moved to approve the July 15, 2025 regular Board meeting minutes.  
Aimee Thompson seconded. Motion carried by unanimous voice vote.*

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

**DIG DEEP WATER RESILIENCY UPDATE:** Tia Cavendar from Dig Deep gave a PowerPoint presentation for the Water Resiliency program funding. FEMA Delays have resulted in period of performance (POP) delays. Other POPs extensions have been approved but we are pending approval. DigDeep has considered a contingency plan B to apply for a low interest loan as a cashflow solution for the project and has drafted a low interest loan application to Business Oregon (Special Public Works Fund). This loan could be used to cashflow the project during the time in which FEMA is resolving internal issues. There is no obligation to accept the loan, nor to use all the loan funds if unnecessary. If the loan is cashed out, it will not affect any monies potentially affiliated with FEMA or other grants and is not considered in the FEMA grants as it is a loan. Another benefit of having the loan is coverage of any higher expenses than anticipated without having to dip in the Board's reserves or general fund. Anything already invested in the project is reimbursable to cash flow. The hope is to engage Senator Anderson and Representative Gomberg in additional attempts to obtain funding through submission of proposed legislative bills. Dr. Ogden and Dig Deep have designed a funding strategy pivot:

- Expanded research scope beyond the Water Resilience Project. Include off-site pharmacy & MJ Murdock Charitable Trust and additional project (fuel resiliency)

- Engage local leaders in pursuits
  - ✓ State and Local Delegation
  - ✓ September site visit (cancelled at the last minute – will be working on rescheduling.)
- Dual Hospital approach

#### **DIG DEEP LOAN APPROVAL:**

*Chris Carlson, Chairperson, requested a motion to approve DigDeep submitting a low interest loan application to Business Oregon (Special Public Works Fund). Aimee Thompson moved to approve DigDeep submitting a low interest loan application to Business Oregon (Special Public Works Fund). Ralph Breitenstein seconded. Motion carried by unanimous voice vote.*

**BYLAWS RESOLUTION 26-03:** Carrie Connelly, Legal Counsel reported that she had been asked to review the Bylaws for the Pacific Communities Health District Board of Directors in April, 2025. Those were updated to reflect changes in the law and additional best practices. The revised draft was first sent to the executive committee, then to all Board members in August 2025. Only one additional change was requested (changing mandatory subcommittee language to permissive.) Final and tracked changes versions are in the packet for Board consideration and possible approval.

*Chris Carlson, Chairperson, requested a motion to adopt the PCHD Board Bylaws resolution 26-03 as presented. Ralph Breitenstein, MD moved to adopt the PCHD Board Bylaws resolution 26-03 as presented. Aimee Thompson seconded. Motion carried by unanimous voice vote.*

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

**FINANCIAL REPORTS:** Kathryn Doksum, District Finance Manager, presented the July & August 2025 financial reports. The Board reviewed the financials that were in the packet including the Check Register, Balance Sheet, Trend Analysis for the PCHD General Fund and Trend Analysis for the Debt Service fund.

*Chris Carlson, Chairperson, requested a motion to approve the July & August 2025, financials as presented. Ralph Breitenstein motioned to approve the July & August 2025 financials as presented. Aimee Thompson seconded. Motion carried by unanimous voice vote.*

**DISPOSAL OF DISTRICT FLOORING ASSETS:** Kathryn Doksum, District Finance Manager reported that when the new hospital was built and then when the new flooring was replaced there is a need to dispose of the old, damaged flooring so there is a need to remove it from the fixed assets.

*Chris Carlson, Chairperson, requested a motion to approve disposal of the flooring from the District financials as presented. Aimee Thompson moved to approve the disposal of the flooring from the District financials. Ralph Breitenstein, MD seconded. Motion carried by unanimous voice vote.*

**SIGNE GIMSTAD CONFIRMATION OF SERVICES LETTER:** Kathryn Doksum presented the Grimstad CPA letter of confirmation of services. The Board noted that this year's contract cost for Grimstad CPA's audit is \$17,200 and noted that Signe Grimstad may be retiring in the next few years. Kathryn Doksum will inquire with Ms. Grimstad as to her intent for next year so there is sufficient time to find another auditor if Ms. Grimstad does not intend to continue. If authorized Ms. Doksum to start the search for another auditor.

*Chris Carlson, Chairperson, requested a motion to approve authorizing the PCHD Board Chair to sign the confirmation of services letter. Ralph Breitenstein motioned to approve authorizing the PCHD Board Chair to sign the confirmation of services letter. Aimee Thompson seconded. Motion carried by unanimous vote.*

**REPORT FROM LEGAL COUNSEL:** Carrie Connelly, Legal Counsel gave a report, and the highlights included:

- While the District is well represented by experts in the field (DigDeep), Carrie is also familiar with the new federal and state statutes and notices which affect the water resiliency project.

**IGA AMENDMENT WITH THE CITY OF NEWPORT:** Jon Conner reported that the city amended the IGA between the City of Newport due to additional identified costs.

*Chris Carlson, Chairperson, requested a motion to approve signing the IGA amendment between the City of Newport and the Health District as presented. Aimee Thompson moved to approve the Chair signing the IGA amendment between the City of Newport and the Health District as presented. Ralph Breitenstein, MD seconded. Motion carried by unanimous voice vote.*

**CONSTRUCTION/FACILITIES/WATER RESILIENCY REPORT:** Jon Conner, Facilities Director gave a report, and the highlights included:

- Housing – Civil West completed paving design for north of the project. A package completely separate from the design was requested but it was folded into the final design to compare the additional costs. There is a request to pull this out as a clear delineation.
- STARS – Certificate of Occupancy received and sent to regulatory and sent out to the government for approval. 90% of the furniture is in. Housekeeping is working on supplies. Final walk through on September 20<sup>th</sup>. October 27<sup>th</sup> is the Grand opening date but there are now tours and staff in the building
- Water Resiliency – an electrical engineer came to the hospital site and identified the transfer switch capacity that they will want to use.

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

- 340B Rebate Model Pilot program is not going well with any of the effected hospitals as they are being asked to front fund the program. The House lawmakers sent a letter to the Department of Health and Human Services Security Secretary Robert F. Kennedy Jr. expressing concerns about this program. The AHA sent a letter to HRSA requesting that the model be abandoned or impose stronger safeguards to avoid push back and ensure the full range of costs and administrative burdens associated with a rebate model be covered by the drug companies.
- Lesley will be joining the Pacific Communities Health District Foundation's Giving Circle which offers a unique opportunity for participants to receive information about health care and philanthropy as well as give to a fund that is collectively used to award grants, primarily benefitting women and children. Featured speaker, Linda Carden will share how SHS advances the professional practice of nurses and other healthcare personnel on September 24<sup>th</sup> from 5-6:30pm.
- SHS continues to make innovative changes to our leadership Teams to become sustainable across the system. Those changes include the elimination of the SHS Chief Administrative Office and Chief Physician Executive roles. The VPs of Patient Care Services have recommended implementing a CAH VP of Patient Care Services and Director of Acute Care Services at each of the CAH sites. This recommendation will need to be approved by Position Control and will be posted internally only.
- Forbes recently published its 2025 list of America's Best Employers by State and SHS made the list! The list was developed by surveying current employees who were asked how likely they were to recommend their employer on a scale of zero to 10 as well as evaluating their workplace based on criteria including wage parity, work culture, paths to professional advancement and whether the employer acts on serious issues.

Lesley Ogden, CEO also reviewed the Samaritan Pacific Health Services Quality & Service Excellence statistics for the following: Inpatient, Emergency Room, Primary Care Clinics, Specialty Clinics, Support Services, Community Partnership, Sustainability, and Employee Engagement.

**PCHD FOUNDATION UPDATE AND STARS PASSENGER VAN:** Karla Clem, Dir. PCHD Foundation reported that:

- Revamping Patient Support Programs for long term sustainability to make them more of an emergent need to

reduce barriers to care and make them more medically necessary directed.

- Funding: Music for hospital and hospice, Reach Out and Read programs, Trauma Prevention and four Gribler Loving Trust Nursing Scholarships.
- Sustainability: 5<sup>th</sup> year of the 5-year campaign Systemwide Stronger Together Campaign will be at 81%. Giving Circle, Gala (December 13<sup>th</sup>).
- Grant applications for the C-STARS van, CHE AV Equipment and C-STARS Art.
- Employee Assistance fund = 2024 fiscal year 11, 2025 fiscal year 8 awarded.
- \$33,500 in Gala Sponsorships

STARS Passenger van grants responses are pending and if they are granted the van would be owned by the Health District who may want to consider transferring the van ownership to STARS. The PCHD Foundation may consider funding the van if the grants are denied.

**FUNDS REQUEST FOR CSTARS GRAND OPENING:** When the groundbreaking was done for C-STARS the Health District funded up to \$200 and for the Grand opening. Aimee is willing to let the Beaver Bus be used and may have a volunteer that can drive the bus from the Theater parking lot to the C-STARS Building for the Grand Opening.

*Chris Carlson, Chairperson, requested a motion to approve the up to \$1,000 of funding for supplies for the C-STARS Grand opening ceremony. Aimee Thompson moved that the funding of up to \$1,000 be approved for supplies for the C-STARS Grand Opening ceremony. Ralph Breitenstein, MD seconded. Motion carried.*

Meeting adjourned at 5:43 p.m.

---

Catherine Macnab, Recorder  
PACIFIC COMMUNITIES HEALTH DISTRICT

---

David Long, MD, Secretary  
PACIFIC COMMUNITIES HEALTH DISTRICT