

**WHITE RIVER HEALTH DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING
MINUTES
March 25, 2020**

CONFERENCE CALL

BOARD MEMBERS PRESENT: Sue Knapp, Kathie Richey, Dennis Beechler, Jim Holycross

BOARD MEMBERS ABSENT: Cherie Grahn

GUESTS: None

DRHC: Nina Marvin

I. CALL TO ORDER:

The meeting was called to order at 1:00 by chair, Dennis Beechler. Kathie Richey joined the conference call at 1:09.

II. INTRODUCTIONS OF PARTICIPANTS: Participants on the call were identified.

III. FOUNDATION DISCUSSIONS AND APPROVALS:

- Approve new contract with Westby and Associates, Inc. Dennis had signed the contract about a week ago. This Board approval is the necessary formality.
 - Jim moved to approve the new contract with Westby and Associates, and Sue seconded the motion. All ayes. Motion carried.
- Approve new contract with Pinnacle Architecture: Discussion ensued on the document Kathie had sent to the Board expressing her concerns about moving forward with this contract and feedback she had received from PFAC members and others. The role of PFAC was explained (specific to the existing Clinic) and the Campaign Steering Committee (new clinic/Foundation). Any PFAC member can be on the Foundation Steering Committee if they want to be involved with the new clinic. A professional contract is needed to lend credibility to the architectural products; contract must be signed for its entirety although it can be amended if needed. Our partnership with MCMC will entail their review of the clinic re-design. Kathie called for the contract to be delayed for 90 days and for the public's concerns to be addressed. We will conduct outreach to the public in the near future once the re-design is done, in addition to sending letters to donors. A further delay is not tolerable as project is significantly behind schedule as it is and time is of the essence. This new clinic is a commitment the Board made to the community several years ago.
 - Jim moved to approve the contract with Pinnacle Architecture; Sue seconded the motion. Ayes (Beecher, Knapp, Holycross), Nays (Richey). Motion carried.
- Approve Report to Oregon Community Foundation: Sue had prepared a draft report and budget and resent out a revised budget based on more accurate numbers.
 - Kathie moved to approve the report; Dennis seconded the motion. All ayes. Motion carried. Report will be sent to OCF immediately.

IV. NEW BUSINESS

- Clinic Response to COVID-19: Skyping is now being used for patient visits in addition to in-person visits. Skyping will help improve the revenue stream. The new bill (CARES) has money for rural clinics which will be applied for. To keep payroll costs down, Kim and Laurie went on unemployment. Corie and Cheryl remain at the clinic. Funds from the Option Tax Levy will be received in May, and again in November. Nina is working 4 days per week. Outreach to the community is being conducted through the website, voicemail, calling of patients, and food-box delivery. Four new patients have been seen.

V. OTHER BUSINESS/CONCERNS/COMMENTS: Dennis will call Westby, Pinnacle, and Norm Winters. The USDA loan tasks we need to be working on include changes in the design, resumes of Nina, Cheryl and Kathryn, an updated appraisal (R&H will need to rebid all subcontracts), and the proforma.

VI. PUBLIC COMMENT: None

VII. MEETING ADJOURNED at 1:58 PM. Next Board meeting is April 15, 2020. Conference Call, 0800 hrs.

ATTESTATION:

Attest:


Sue Knapp, Board Secretary


Dennis Beechler, Board Chairman