

**WHITE RIVER HEALTH DISTRICT  
1605 GEORGE JACKSON RD., MAUPIN, OR  
BOARD OF DIRECTORS REGULAR MEETING  
SEPTEMBER 16, 2020  
MEETING MINUTES**

(MEETING WAS HELD VIA ZOOM VIDEO PLATFORM)

**BOARD MEMBERS PRESENT:** Sue Knapp, Dennis Beechler, Jim Holycross

**STEERING COMMITTEE:**

**PFAC:** Kim Mead

**GUESTS:** Rod Woodside, Cori Morin, Marge Gustaffason, Jon Helquist

**DRHC:** Nina Marvin, Dr. Pendleton, Kathryn Mahler Doan

**I. CALL TO ORDER:**

The meeting was called to order at 9:00 AM by chair, Dennis Beechler.

**II. INTRODUCTIONS OF PARTICIPANTS:** Participants on the call were identified. Dennis reminded participants of the ground rules; the time for public comment is at the end of the meeting.

**III. CONSENT AGENDA**

- Board meeting minutes for regular meeting on 8.19.2020.
  - Motion was made by Dennis Beechler to approve the minutes and seconded by Sue Knapp. All ayes. Motion carried.

**IV. OLD BUSINESS:**

- Board signatures Dennis and Sue will sign June, July and August minutes at the clinic.

**V. CLINIC BUSINESS UPDATE:**

- Manager's Report: Clinic manager read the manager's report. Patient visits on Friday have increased. Phone interviews being conducted on prospective candidates and one candidate has passed the first round. The clinic did not qualify for the State's Provider Relief Fund as it is a special district. Total balance of accounts is \$25, 930.
- Financials: August P&L shows minus \$18,000; this will improve in September and when tax money is received in November. Budget has taken a hit with recruitment and unemployment costs.
  - Motion made by Sue Knapp to approve the financials (P&L Statement for August); seconded by Jim Holycross. All ayes. Motion carried.

**VI. NEW BUSINESS:**

- Resignation of Board Officers: Jon Helquist and Kathie Richey had submitted letters of resignation from the Board. Acceptance of these resignations is needed.
  - Motion made by Jim Holycross to accept the resignations; seconded by Dennis Beechler. All ayes. Motion carried.
- Public Records Policy: Not completed yet. Kathryn is waiting for information to finalize the policy.
- Leave Policy (Resolution 2020-2): Reviewed revised policy. Corrections needed were identified. Primary changes and updates were to stipulate 32 hrs as full time, Paid Time Off levels and calculations, procedure for time off requests, stipulation that the clinic does not qualify for Family Medical Leave Act or Oregon Family Leave Act due to size, and sick leave is not offered due to size. Leave Policy will be amended and approved at the October Board meeting.

- Rebranding: Dr. Pendleton recommended simplification of the Vision and Mission statements to better define who we are and what we stand for. This will influence the logo design. Nina and Dr. Pendleton will revise the current Mission/Vision/Values/Priorities statements.

VII. ANNUALREVIEWS: None

VIII. CONTRACTREVIEWS: None

IX. OTHER BUSINESS/CONCERNS/COMMENTS: A candidate for the FNP position will be at the clinic on Thursday at 10:00. Jim asked the length of Dr. Patizio's contract which will likely be another 4 weeks.

X. PUBLICCOMMENT:

- Kim Mead requested the email address of Dr. Pendleton who replied emails should be sent to Nina for forwarding as he does not want to use his personal email. Nina indicated she is working on 'work' emails. Comment made to consider a link on the website to Nina's email for questions.

XI. ADJOURNMENT: Meeting was adjourned at 9:46.

ATTESTATION:

  
Dennis Beechler, Board Chairman

Attest:

  
Sue Knapp, Board Secretary