

**WHITE RIVER HEALTH DISTRICT
1605 GEORGE JACKSON RD., MAUPIN, OR
BOARD OF DIRECTORS REGULAR MEETING
MAY 20, 2020
MEETING MINUTES**

(meeting was held via Zoom video platform)

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

STEERING COMMITTEE: Jon Helquist

PFAC: Kim Mead

WESTBY & ASSOCIATES: Mike Wilson, Ingrid Dankmeyer

GUESTS: None

DRHC: Nina Marvin, Kathryn Mahler-Doan

I. CALL TO ORDER:

The meeting was called to order at 9:06 AM by chair, Dennis Beechler.

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

III. CONSENT AGENDA

Board meeting minutes for regular meeting (4/15) + special mtgs on (3/24, 4/3, 4/22, and 5/7)

- **Manager's Report**
- **DRHC Financials** (basic account status: \$17,935 Rivermark, \$20k government pool; \$16k is anticipated from Pacific Source grant).
- **DRCF Financials** (basic account status): \$425,700 savings, \$27,038 checking, \$403,306 CD; expenses have been \$15/mo for Box.com account and Westby & Associates costs.
 - Motion made by Kathie Richey and seconded by Sue Knapp to approve the consent agenda which included DRCF financials. All ayes. Motion carried.

IV. OLD BUSINESS:

- **Board signatures** on meeting minutes. Dennis will sign and deliver to Sue
- **Clinic Grounds Issues:** Old issue - has not been resolved. Weed abatement and invasive weed control is direly needed. Sue recommended Sunrise Lawn Care; other various names were proposed but had no liability coverage. Brian (Canyon Rim) has agreed to spray for diffuse Knapweed. *Sue will talk to Sunrise crew and get an estimate.*
 - Motion to approve use of Sunrise Lawn Care for weed abatement was made by Dennis Beechler and seconded by Kathie Richey. All ayes. Motion carried.

V. CONTRACT REVIEWS: Dr. Patrizio is now on contract. He works for Mid-Columbia Center for Living but is contracting with us under his LLC 'Bottled Hope'. Training on EMR for doc and staff will begin on the 29th.

VI. CLINIC BUSINESS UPDATE:

- **Website and Facebook Status:** Facebook is up and going; set up as a business FB. An administrator is needed. Website is managed by Streamline and adheres to SDAO requirements. Website needs to look professional. Include credentials of staff and board. *Board to review website to make suggestions on changes.*

VII. FOUNDATION:

- **Foundation Financials:** Discussed during consent agenda.
- **OCF Issue:** Ingrid relayed a troubling conversation with OCF person who was concerned about rumors regarding the clinic and Dr. LaPlante's departure. Rumors were being spread by a former employee. Ingrid was able to ally the concerns.
- **State Reimbursement:** Mike conveyed information regarding the State's Emergency Board approval of \$400 million to be distributed to counties and cities for reimbursement of COVID

related costs. *Deadline is Friday; Nina will apply.* In July, a 2nd phase of distribution will be for 'lost revenue'. Special District are directly eligible and don't need to go through local governments.

- USDA Loan -Needed Actions: Dennis had a conversation with Norm Winters stating we are still working on the paperwork. Sue reviewed the task list from the 2/19 Board meeting that outlined the needed documents that included a Proforma budget, preliminary construction costs, management team resumes, succession plan, job categories. *Nina will contact the auditors to ascertain their actions on the Proforma report, as a follow up to her earlier email in April. Sue will resend the Task List. All this needs to be done ASAP.*
- Letter to Pledgers for Pledges Due: The Board decided to let things settle before doing outreach to secure owed pledges. To be revisited next month.

VIII. NEW BUSINESS:

- Board Vacancy and Recruitment: *Dennis will initiate the announcement* to include duties, responsibilities, meeting requirements. Announcement to be posted in usual places and on website. SDAO has guidelines for the recruitment process. *Sue will review the application.* Do we need criteria for selection?
- Consider Dental Litigation Participation: Litigation against our prior dentists is being pursued by a City of Union dental office. Should we participate? Some equipment was likely taken but difficult to document. We can be a 'character witness' during trial. Jim and Kathie recommended this not be pursued.
- Approve Grant Request to NW Farm Credit Services: *Dennis will made edits to the application and send to Ingrid.*
- FAQs: Frequently Asked Questions will be used as the June article for WamPinRock and be posted to the website.
- Payroll Issues: Is there a FLSA violation with Nina volunteering in her position? This was for the first part of May when no provider was at the clinic and the fiscal status was dire. It was agreed that payroll for Nina be retroactive to date of Dr. Patrizio's contract signing (5/12).
 - Motion to make Nina's payroll retroactive to 5/12 was made by Sue and seconded by Jim. All ayes. Motion carried.

IX. BUDGET MEETING: Meeting convened at 10:25. Kathryn Mahler-Doan led discussion on the FY 20-21 proposed budget. Realistic numbers used for revenue, not inflated. Discussions on need for providers, med director/district manager, foundation oversight. Sue moved to approve the proposed budget; Jim seconded. All ayes, motion carried. Budget meeting ended at 10:58.

X. OTHER BUSINESS/COMMENTS/CONCERNS: Proposal to recruit a provider through a letter mass mailing to be developed by Nina, Kathryn with input from Ingrid + Board. Do ASAP. Desire to hire an FNP by August of September. Discussion on "clinic is open" signage, and temporary summer FNP.

XI. ADJOURNMENT: Time not noted. Next meeting is 6/17; proposed budget to be adopted.

ATTESTATION:

Dennis Beechler, Board Chairman

Attest:

Sue Knapp, Board Secretary