

Kennewick Public Hospital District

Thursday, March 30, 2023 | Hybrid Meeting

5:00 pm

March Board meeting

MINUTES

ATTENDANCE: Mark Brault, Marv Kinney, Steve Blodgett, Gary Long, Rick Reil, Wanda Briggs, Sheila Dunlop, Lee Kerr, Erica Davis, Salem Thompson, Heidi Ellerd

CALL TO ORDER

The District provided a link for parties to participate through Zoom. There were some participants who joined via Zoom.

Commissioner Brault called the meeting to order at 5:00 pm

I. District Business:

II. Regular Board Meeting Business

A. Approval of Consent Agenda

IT WAS MOVED AND SECONDED TO APPROVE THE MINUTES AS SUBMITTED. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.

B. Public Comment –

Mr. Scott Carpenter gave public comment but submitted no written comments to include for the record.

III. NEW BUSINESS:

A. Reports

1. Lee Kerr – Superintendent, General Update

Lee brought back a report on the proposed recovery center from the citizen's advisory committee from Benton County. He states proposals are being considered from entities interested in managing the facility.

Lee attended the AWPHE virtual meeting with the group of PHDs not operating hospitals. More information will be gathered and passed along as appropriate.

The association will continue to support districts without hospitals in various ways.

The homelessness coalition had a meeting that Lee attended.

Lee has been working on an update to the records policy, especially the electronic records section of the policy.

Other community meetings included a discussion with the community health coalition.

2. Legal Report - Heidi Ellerd, Legal Counsel

- a. Updates – Heidi requests that the policy on public comments at commission meetings be sent to the person who gave verbal comments at this meeting. This policy is displayed on the the website and is available at the sign-in table at all meetings.

3. Administrative Report, Salem Thompson, Board Coordinator

- a. DeBit office space update – Keys have been requested, but not yet received. No word on if signage on the outside of the building is an option.

- b. Records work update with recommendations.

Salem and Debbie Clark gave a verbal report on the benefits of using Columbia Soft's software solution to aid the District in keeping compliant with its records and retention.

IT WAS MOVED AND SECONDED TO HIRE COLUMBIA SOFT AS A SOFTWARE SOLUTION AND AUTHORIZE LEE KERR TO SIGN THE QUOTE NOT TO EXCEED \$10K AFTER REVIEW AND MINOR MODIFICATIONS BY LEGAL COUNSEL. ALL IN FAVOR. MOTION CARRIED.

B. Committee Reports/Recommendations

1. Finance Committee – Steve Blodgett, Finance Chair / Erica Davis for Nathan Burt
 - a. Acceptance of February 2023 financial statements – Overview by Erica Davis
IT WAS MOVED AND SECONDED TO ACCEPT THE FEBRUARY FINANCIAL STATEMENTS AS PRESENTED. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.
 - b. Approval of payments and disbursements for February 2023
IT WAS MOVED AND SECONDED TO ACCEPT THE PAYMENTS AND DISBURSEMENTS FOR FEBRUARY 2023 AS PRESENTED. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.
 - c. Treasurer's Report – Steve Blodgett –
The finance committee is working on an investment policy. The policy will outline how and when to transfer funds to the local government investment pool (LGIP). A draft will be presented to the entire board at a future meeting.
 - d. 2021-2022 SAO Audit – update –
Meetings are ongoing, and progress is being made.
 - e. 2022 Financial Audit – update
Work continues on this audit. Adult Day Services has a list of items to provide, and they are working on these promptly. Eadie Bailly will begin reviewing the items provided sometime in April.
2. Governance Committee Updates – Mark Brault
 - a. This commission has a plaque to recognize the service of Commissioner Gary Long for his term as President from 2019-2022. All in attendance gave Gary a round of applause. Gary expressed his thanks to everyone.
 - b. Benton Franklin Community Health Alliance leader Kirk Williamson requested a meeting with Mark and Lee this month. The alliance has a changing role in the community due to the for-profit hospitals not having an onus to participate in community health needs assessments.
 - c. Please file your F-1s on time. Any who needs help can reach out to Marv or Mark.
 - d. Resolution 2023-3 Moving the April 2023 meeting to Wednesday, April 26, 2023
It was moved and seconded to approve Resolution 2023-3. All in favor. No discussion.
Approved as submitted.
3. Planning Committee – Wanda Briggs
 - a. General update - Planning Committee had a productive meeting in March and reviewed a proposal from Grace Clinic. *Due to a conflict of interest, Mark Brault left the meeting room.*
 - b. Grace Clinic proposal – Members of the Planning Committee toured Grace Clinic's facility in response to the request for expanding its dental services. The Clinic runs mainly on volunteers. This Clinic provides a unique service in the community and uniquely fills a gap in medical and dental services.
The Planning Committee recommends approving the ask from Grace Clinic for \$27,560 for a digital X-ray machine, a chair, and various instruments.

IT WAS MOVED AND SECONDED TO PURCHASE THE XRAY MACHINE FOR \$27,560. ALL IN FAVOR. DISCUSSION:

There was a discussion about purchasing the x ray machine and then leasing the machine to Grace Clinic. There will be further discussion at a later date about the best option for the xray machine.

A CALL FOR THE VOTE RESULTED IN ALL IN FAVOR. MOTION CARRIED.

Mark Brault was invited back into the meeting room.

The news of the favorable vote was communicated.

- c. Discussion on how Planning could work with Benton County on the possible recovery center efforts. A one-on-one meeting with the Benton County commissioner in charge of the action may be set in the future.
- d. Discussion on whether to create some endowment to fund efforts in the community, similar to the Richmond Trust.

4. Adult Day Services – General Update: Rick Reil/Steve Blodgett

- a. General update: There was a profit in February 2023, which usually does not happen until later in the calendar year.
- b. Rick Reil thanked Salem as executive director for the work being put in. Wanda states that ADS can provide a written request to the Planning Committee for consideration if desired.

IV. Executive Session – RCW 42.30.110 (1) (i) & (ii) – Litigation or Potential Litigation*

An executive session was called at 6:21 pm for 15 minutes.

Members of the public in attendance were placed in the waiting room.

At 6:32, the meeting opened again for action, but no business was conducted until 6:36 pm.

No action was taken.

V. COMMISSIONER COMMENTS -

VI. BOARD MEETINGS/EVENTS/EDUCATION

Upcoming items

Next Regularly Scheduled Board Meeting – Wednesday, April 26, 2023, @ 5:00 pm.

Close of Meeting- 6:37 pm.