

**KENNEWICK PUBLIC HOSPITAL DISTRICT  
BOARD OF COMMISSIONERS  
BOARD MEETING  
MINUTES**

**Thursday, November 19, 2020 | Remote Meeting Via Zoom**

**CALL TO ORDER 5:00 pm**

**Commissioners Present: Wanda Briggs, Len Dreisbach, Marv Kinney, Gary Long, Steve Blodgett, Rick Reil.**

**Commissioners Excused: None (Note: Mike McWhorter’s resignation was accepted at the October meeting.)**

**Executive Support: Heidi Ellerd, Salem Thompson, Lee Kerr,**

Due to the state of emergency and the Governor’s proclamation relating to in-person public meetings, the meeting was held with all parties participating remotely via Zoom. Commissioner Long called the meeting to order at 5:00 p.m., after confirming that all parties were connected and could hear and participate in the meeting.

**I. DISTRICT BUSINESS:**

**A. Approval of Consent Agenda\***

The materials listed under the Consent Agenda are considered routine by the Board of Commissioners and are adopted by one motion. There will be no separate discussion of the following items

- Approval of the previous month’s Board minutes
- Approval of warrant register/revenue fund
- Acceptance of financial report

However, an item may be removed from the Consent Agenda and considered separately if the Board members desire further discussion. As of this date, the Board of Commissioners unanimously approves by a majority vote, the payment of those items included in the Consent Agenda and further described as follows:

IT WAS MOVED AND SECONDED TO APPROVE THE CONSENT AGENDA AS SUBMITTED. NO DISCUSSION. MOTION CARRIED.

**B. Public Comment** – There was no public comment. There were three members of the public in attendance.

**II. NEW BUSINESS:**

**A. Executive Report – Lee Kerr**

**A presentation of the feasibility studies was made to Franklin County Commissioners.** Next Tuesday morning there will be a similar presentation of the study to the Benton County Commissioners.

The new space at the Spaulding building will be inspected tentatively for next week. There is no rush due to current restrictions on in person meetings due to COVID-19.

Listing the 805/807 Auburn property update: There are some things being addressed including potential purchase price.

Option agreement to purchase the Auburn Hospital location: The agreement has been received but is being reviewed for the details surrounding mental health services. Lee and Heidi will be working with LifePoint to discuss the details.

Fundraising activities related to the proposed recovery center efforts are ongoing. There is an opportunity to get this project on the governor's capital budget. Local funding opportunities also exist. A formation of a nonprofit entity for this purpose is an idea for consideration. This would be very similar to the Trios Foundation that previously existed. A local attorney has been approached to assist in the formation of a foundation for this purpose at no cost. The filing fees, etc. would be paid for by the District. Health Facilities Planning representative will continue to look for grant opportunities. Lee discussed with the Benton Franklin Community Health Alliance and it went well this week. Next Monday evening a presentation will be made to the Pasco City Council. Also the Kennewick City Council and the Kadlec Foundation will receive a presentation at their requests in the near future. Various individuals across the Tri-Cities have also expressed interest in supporting the recovery center effort.

## **B. Committee Reports/Recommendations**

1. Finance & Audit – Steve Blodgett, Finance Chair -
  - a. October financial reports – The documents were covered by Steve Blodgett, Treasurer in Nathan Burt's absence this evening.
  - b. Treasurer's Report: Status of Audits – The financial audit is still underway. There is a draft and within the next week or two there should be a final copy available. The State accountability audit is underway. The District has submitted all requested documents. They have started doing the telephone risk assessment interviews. The final step will be the review of the financial audit which again should be completed within the next couple of weeks.
  - c. Finance committee – Nothing to report.
2. Planning Committee – Len Dreisbach and Lee Kerr. A professional fundraising firm has expressed an interest in assisting the district. It is the same one used by the local Boys and Girls Club used to raise their recent funds. This possibility is what spurred the idea of a foundation to receive funds to then be directed to the recovery center effort.
3. Adult Day Services – General Update Rick Reil. The business is still working to contact clients by phone and be reimbursed for that support. The building they occupy has an open space, but at this time there is no plans for expansion. While clients are not physically at the site, there is an effort underway to update the lighting to be more efficient and reduce the power bill overall.

The budget is still being finalized. Rick and Steve met with the Director, Barb Edwards to discuss how to budget due to the unusual circumstances. Their goal was to have a budget available this evening. They need some additional time to complete. Rick and Steve assisted in helping ADS come up with a formula for projections. A budget will be available before the December board meeting.

Rick also reported the audit ADS had from the ALTC organization went well and was very positive all around.

### **3.5 Resolution for small works roster 2020-7**

Amending 2018's resolution to reflect new limits

Rick Reil read the resolution.

Motion to approve resolution 2020-7. Seconded. Discussion:. Motion Carried.

4. Governance Committee Updates – Gary Long
    - a. Commission vacancy discussion – There are options to fill the position. One person from the community has expressed interest and provided a resume. Whomever is appointed will have to run in 2021 for a full six-year term.
- Discussion to have the planning committee review candidates. It is suggested to have Wanda chair this effort of the committee due to her long experience and community

connections. Gary suggests the committee present the best candidates to the commission. The timeframe for appointing a commissioner is 90 days.

b. 2021 Officers – No commissioner has approached Gary to make a change. Each commissioner was asked in turn and all were in favor to keep the officers the same.

c. 2021 Committees – Governance will stand as is in light of keeping officers the same. Planning and Finance Committee would likely be on hold until the appointment of a new commissioner.

5. Public Records Requests and Updates – Heidi Ellerd and Salem Thompson. Heidi's office is working to fulfill current requests. Gary has asked Heidi's office to look into the possibility of using DocuSign to sign District business during COVID-19 and going forward.

a. Update on email migration plan and SharePoint – This effort has been completed. The District letterhead has been updated and available for use.

### **III. COMMISSIONER COMMENTS**

Appreciation is expressed to Lee Kerr for his efforts on behalf of the District. He is doing a stellar job in attending all the meetings, making presentations, and overall representing the vision and mission of the district very effectively.

Happy Thanksgiving to all.

Wanda regarding the officers, glad to have everyone staying in place, and asks if Gary is indeed willing to serve as President again. Gary affirms that he is happy to serve.

**A. Upcoming items –**

### **IV. BOARD MEETINGS/EVENTS/EDUCATION:**

**Next Regularly Scheduled Board Meeting – Thursday, December 17, 2020 @ 5:00p.m.**

**ADJOURNMENT – 6:25pm**