

**Kennewick Public Hospital District**  
**Thursday, November 18, 2021 | Remote Meeting Via Zoom**  
**5:00 pm.**  
**MINUTES**

**Attendance: Gary Long, Steve Blodgett, Mark Brault, Marv Kinney, Wanda Briggs, Rick Reil, Lee Kerr, Heidi Ellerd, and Salem Thompson.**

**Excused: Nathan Burt**

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 pm after confirming that all parties were connected and could hear and participate in the meeting.

**I. DISTRICT BUSINESS:**

**II. Regular Board Meeting 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
- Acceptance of the financial report

However, an item may be removed from the Consent Agenda and considered separately if the Board members desire further discussion.

IT WAS MOVED AND SECONDED TO APPROVE THE CONSENT AGENDA BUT TO REMOVE THE MINUTES TO BE DISCUSSED SEPARATELY. NO DISCUSSION MOTION CARRIED.

A correction to the minutes was discussed and the revised minutes presented to the Board.

IT WAS MOVED AND SECONDED TO APPROVE THE MINUTES WITH CORRECTIONS. NO FURTHER DISCUSSION MOTION CARRIED.

**III. NEW BUSINESS:**

**A. Introduction of two candidates for an open position on Commission**

Gary Long greeted the two candidates that attended the meeting, Dr. Sheila Dunlop and Mr. Spencer Harris. The candidates introduced themselves and were asked some questions by the Commission.

**At 5:34 pm executive session was called for 15 minutes to consider the qualifications of a candidate for appointment to elective office pursuant to RCW 42.30.110 ((1)(h)).**

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

**At 5:49 pm, members of the public were admitted into the regular virtual meeting and the meeting re-opened.**

Wanda nominated Dr. Sheila Dunlop for the open Commission position. Marv seconded.

Mark Brault nominated Mr. Spencer Harris for the open Commission position, Gary Long seconded.

After a majority vote of the Commission,

IT WAS MOVED AND SECONDED TO APPOINT DR. SHEILA DUNLOP TO FILL THE UNEXPIRED TERM OF DR. LEONARD DREISBACH. NO DISCUSSION. MOTION CARRIED.

Gary congratulated Dr. Dunlop and thanked Mr. Harris for offering himself for consideration as a commissioner and invited him to consider participating on a committee in the future. An orientation will be provided for Dr. Dunlop. After administering the oath of office, her first meeting will be the next regularly held commission meeting.

#### **B. Reports**

1. Executive Report – Lee Kerr
  - a. General Update – Discussion of recent activities with Benton County.
  - b. The creditors' trust activities are nearly wrapped up.
  - c. There are upcoming training opportunities through AWPHD and MRSC. Commissioners should take advantage of these offerings, and more will be discussed in forthcoming committee meetings.
1. Legal Report - Heidi Ellerd, Legal Counsel
  - a. Public Records Requests
2. Administrative Report, Salem Thompson, Board Coordinator
  - a. Records project update

#### **C. Committee Reports/Recommendations**

##### 1. Finance Committee – Steve Blodgett, Finance Chair / Nathan Burt

- a. October financial statements – Steve Blodgett
- b. Treasurer's Report – Steve Blodgett
- c. EFT Policy\* The policy was not ready for review or adoption this month.

##### Adult Day Services – General Update Steve Blodgett / Rick Reil

ADS is financially sound. Their budget is nearly complete and should be available for December or January approval by this Board. There is an opportunity to purchase the building they occupy, this will be discussed further at subsequent meetings.

##### 2. Planning Committee Updates – Wanda /Briggs

No new items. Marv Kinney reported on 805/807 Auburn, no offers have been received. Lee, Rick, and Marv did some drywall and painting repairs to the Spaulding suite and did a great job. The suite was cleaned this week, and phones/internet access, signage, and decor will follow in December and January.

3. Governance Committee – Gary Long

- a. December Commission Meeting – There will be a commission meeting in December.
- b. Committee Assignments for 2022 – Wanda, Dr. Sheila, and Marv on Planning Committee; Rick, Marv, and Mark on Finance Committee; and Governance Committee will remain Gary, Steve, and Marv.

**IV. COMMISSIONER COMMENTS**

**V. BOARD MEETINGS/EVENTS/EDUCATION:**

Next Regularly Scheduled Board Meeting – Thursday, December 16, 2021, @ 5:00pm.

**ADJOURNMENT 6:55 pm**