

Kennewick Public Hospital District
Thursday, June 26, 2025 | Hybrid Meeting
5:00 PM
MINUTES

Attendance: Mark Brault, Shannon Phipps, Spencer Harris, Gary Long, Rick Reil, Marv Kinney, Lee Kerr, Salem Thompson; Heidi Ellerd
Excused: Wanda Briggs, Erica Davis

I. District Business:

A. Approval of Consent Agenda –

IT WAS MOVED AND SECONDED TO APPROVE THE ITEMS ON THE CONSENT AGENDA INCLUDING MEETING MINUTES FROM THE MAY 29, 2025 REGULAR MEETING. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.

B. Public Comment – NONE

II. NEW BUSINESS:

A. Reports

1. Lee Kerr – Superintendent, General Update

Lee reported on meetings with the bankruptcy trustee, and it was confirmed the bankruptcy has been concluded by minutes in the docket report rather than entry of an order.

There is a community service day opportunity at the recovery center.

Tours of the recovery center are being held monthly, a future date will be chosen soon if anyone wants to attend.

2. Legal Report - Heidi Ellerd, Legal Counsel

a. Updates – Records Requests –

Two large records requests are still being processed. There is a large amount of redaction required which is labor intensive. Heidi proposed using a software application such as Adobe to perform the function of redaction saving time and cost for the District.

Mark Brault asked for a motion to authorize Heidi's office to obtain the software required for the task.

IT WAS MOVED AND SECONDED TO AUTHORIZE HEIDI ELLERD'S OFFICE TO OBTAIN ADOBE OR EQUIVALENT SOFTWARE FOR USE IN PUBLIC RECORDS REQUEST FULFILLMENT ACTIVITIES AND TO BILL THE DISTRICT FOR THE COST. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.

3. Administrative Report, Salem Thompson, Board Coordinator

Nothing new to report.

B. Committee Reports/Recommendations

1. Finance Committee – Gary Long/Erica Davis

a. Overview of May 2025 Financials – Gary Long provided an overview in Erica's absence.

b. Acceptance of May 2025 Financial statements

IT WAS MOVED AND SECONDED TO ACCEPT THE MAY 2025 FINANCIAL STATEMENTS AS PRESENTED. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.

c. Ratify May 2025 payments and disbursements

IT WAS MOVED AND SECONDED TO RATIFY THE MAY 2025 PAYMENTS AND DISBURSEMENTS AS PRESENTED. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.

- d. Treasurer's Report – Gary Long – Discussion below
- e. L&I Claims update-
Gary and Lee had a conversation with Helmsman on the status of the outstanding claims.
The District is now utilizing excess coverage and the process for reimbursement will be changing.
The Treasurer's Bond was discussed.
- 2. Governance Committee Updates – Mark Brault
 - a. General update and upcoming items (if any)
Nothing new to report.
- 3. Planning Committee – Wanda Briggs - excused
 - a. General update- None provided.
- 4. Adult Day Services – Rick Reil/Spencer Harris/Wanda Briggs
 - a. General update – The recent board meeting had no quorum due to travel and scheduling conflicts. Still working through accounting firm changes. Preliminary financials are expected to be available at the next KPHD Finance Committee meeting in July.

III. COMMISSIONER COMMENTS

IV. Upcoming items – NONE

V. BOARD MEETINGS/EVENTS/EDUCATION

Next Regularly Scheduled Board Meeting – Thursday, July 31, 2025 @ 5:00 p.m.

Close of Meeting 5:27 pm