

Kennewick Public Hospital District
Thursday, September 26, 2024 | Hybrid Meeting
Hampton Inn 486 Bradley Blvd. Richland, WA 99352
12:00 PM

MINUTES

Attendance: Mark Brault, Gary Long, Marv Kinney, Wanda Briggs, Rick Reil, Spencer Harris, Sheila Dunlop, Heidi Ellerd, Lee Kerr, Salem Thompson, Erica Davis.

Special guests: Mary Kay Clunies-Ross, Sunshine Communications; Joanna Castellanos, AWPHD

I. District Business:

A. Approval of Consent Agenda

1. Approval of Meeting Minutes of Regular meeting held August 29, 2024
IT WAS MOVED AND SECONDED TO APPROVE THE CONSENT AGENDA AND MINUTES FROM THE AUGUST 29, 2024 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 various activities and meetings pertaining to workman’s compensation claims, the recovery center citizens advisory council, and the Benton Franklin Health District.
2. Legal Report - Heidi Ellerd, Legal Counsel
 - a. Records Requests (updates) – Nothing new to report.
3. Administrative Report, Salem Thompson, Board Coordinator – Nothing new to report.

B. Committee Reports/Recommendations.

1. Finance Committee – Gary Long
 - a. Acceptance of the August 2024 financial statements – Overview by Erica Davis
IT WAS MOVED AND SECONDED TO APPROVE THE AUGUST 2024 FINANCIAL STATEMENTS AS PRESENTED. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.
 - b. Approval of the August 2024 payments and disbursements
IT WAS MOVED AND SECONDED TO APPROVE THE AUGUST 2024 PAYMENTS AND DISBURSEMENTS AS PRESENTED. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.
 - c. Treasurer’s Report – Gary Long
 - d. 2023 Audit – status update – Efforts are still being made to fulfill audit requests.
Remaining outstanding items are from ADS. It is still unknown when a draft of the audit will be available.
 - e. 2024-2025 Audit – Gary reported on an option to have the State Auditor’s Office perform the financial audit beginning next year. The State Auditor option will be discussed more fully by the Finance and Governance Committees with a recommendation to be brought to the full commission for consideration.

2. Governance Committee Updates – Mark Brault
 - a. L&I update – An increase in the amount of claims has been noted and a potential change will be needed to the surety bond. After discussing, an update will be needed to the surety bond resolution passed earlier in the year.
 - b. 2025 Budget committee – An ad-hoc committee will meet to draft a budget for 2025. Heidi’s office will advise on the levy calculation for the budget. In the meantime, Erica Davis will provide a draft for the committee to use.
 - c. ADS Ribbon Cutting event and tour – Rick Reil reported that there was no September ADS board meeting, the next regular meeting will be Oct. 17, 2024. The kitchen and handwashing area remodel is going well and ahead of schedule. A ribbon cutting event is planned for mid-November.
3. Planning Committee – Wanda Briggs
 - a. CBC and WSU scholarship awards upcoming events – The CBC scholarship breakfast is set for Friday, September 27, 2024, and the WSU brunch is in mid-October. Wanda encourages any commissioner available to consider attending the WSU event and coordinate with Salem for RSVP.
4. Adult Day Services – General Update: Rick Reil/Spener Harris – see above.

- C. **Communications Information/Discussion** – Special Guests: Mary Kay Clunies-Ross, Owner, Sunshine Communications; Joanna Castellanos, Program and Outreach Manager, AWPHD (Association of WA Public Hospital Districts)

Ms. Ross introduced Ms. Castellanos and reviewed the provided report and showed a PowerPoint presentation which will be circulated after the meeting via email to the commissioners and any member of the public in attendance.

No actions were taken.

III. COMMISSIONER COMMENTS

IV. Upcoming items - None

V. BOARD MEETINGS/EVENTS/EDUCATION – Thurs. Oct. 31 @ 5:00 pm at the regular meeting location.

Meeting adjourned at 3:20 pm