

**KENNEWICK PUBLIC HOSPITAL DISTRICT
BOARD OF COMMISSIONERS
BOARD MEETING
MINUTES –
REVISED
4.29.2021**

Thursday, March. 25, 2021 | Remote Meeting Via Zoom

CALL TO ORDER 5:01 pm

Attendance: Gary Long, Steve Blodgett, Marv Kinney, Mark Brault, Rick Reil, Wanda Briggs, Len Dreisbach (joined meeting at 5:42pm), Lee Kerr, Heidi Ellerd, Nathan Burt, and Salem Thompson.

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 the 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 – NONE.

II. NEW BUSINESS:

A. Executive Report – Lee Kerr

Lee provided an overview of activities related to meetings he attended to support the proposed recovery center effort and discussions with Life Point to fulfill the Community Care Agreement's requirements.

There is a need for some tenant improvements to the office space leased by the District at the Spaulding Building prior to holding our meetings there. A letter has been prepared to propose the improvements and develop a timeline for occupancy. The goal would be to occupy the area by the last Thursday in May.

A representative from Trios has been identified to work on the District's records held at CI. An initial meeting was held via Zoom, and there have been some emails exchanged. The goal is to develop a scope and timeline to review the boxes/documents to ensure adherence to the District's records retention requirements.

B. Committee Reports/Recommendations

1. Finance Committee – Steve Blodgett, Finance Chair / Nathan Burt
 - a. February financial statements – Nathan provided a review of the statements. In particular, the District's bill for the Benton County elections was discussed. Heidi is following up to clarify whether or not the bill was appropriate since the District did not have a commissioner up for election in 2020.
 - b. Treasurer's Report: Update on 2019 Audit, Upcoming 2020 Audit schedule.
The finance committee had a representative from Eide Bailly attend their meeting this month. It was a good and helpful discussion, and the 2019 audit is now final. The 2020 audit will start in the next month or so. The state audit will wrap up very soon since this is complete.
 - c. 2020 auditor selection – The finance committee recommends continuing with Eide Bailly for the 2020 audit. Once a proposal with the cost is received from Eide Bailly, a formal motion will be entertained.
2. Planning Committee – Wanda Briggs and Lee Kerr
 - a. Discussion on future options for the District
The committee met this month and discussed how it could be more productive for the District. The current properties, 805/807 sale, Adult Day Services, and the proposed recovery center are the three areas of action. Rick Reil will be looking into the needs and goals of Adult Day Services. Marv Kinney will be taking on more responsibility connected to the 805/807 building and any Spaulding suite occupancy needs. Wanda will be taking on the public communications piece working closely with Gary and Lee.
Rick reported he had initiated the discussion with Adult Day Services.
There is a potential for the District to have a communications intern for the summer. Wanda and Salem met with the program coordinator from WSU, and the planning committee will develop a plan to utilize such an opportunity best. Funds from the Richmond Trust could qualify to be used for this program. More information will be provided at the next meeting.
3. Adult Day Services – General Update Rick Reil or Steve Blodgett
The financial position is strong. The facility is still closed, but a reopening plan will be discussed in the near future.
4. Governance Committee – Gary Long
 - a. Richmond Trust Resolution 2021-3– Read by Gary Long.

IT WAS MOVED AND SECONDED TO APPROVE THE RESOLUTION 2021-3 A RESOLUTION RELATING TO EXPENDITURES OF INCOME FROM THE PAUL G. AND MABEL RICHMOND ENDOWMENT FUND. NO DISCUSSION. MOTION CARRIED.
 - b. Election registration
Commissioners running for election this year are Mark Brault and ~~Wanda Briggs~~. Steve Blodgett. Please make sure you register by the deadline in May.
 - c. Final reminder for PDC filing – Each commissioner must file on time.
 - d. Discussion on Phase 3 opening
Phase 3 provides 50% capacity and requires physical distancing requirements. Some entities in the area are meeting in person at the specified capacity. A Zoom or other remote option is required to be available. Heidi will prepare a resolution and policy for the District to consider at the next meeting for the option of meeting in person.
5. Public Records Requests and Updates – Heidi Ellerd and Salem Thompson
The District's business license was renewed. Still working on fulfilling existing records requests.

EXECUTIVE SESSION: Pursuant to RCW 42.30.110(1)(i) potential litigation

At 5:59 pm executive session was called for 15 minutes. The public in attendance was placed in the Zoom waiting room.

The meeting re-opened at 6:14pm - The public was admitted back to the meeting. No action was taken.

III. COMMISSIONER COMMENTS

A. Upcoming items – No additional comments.

IV. BOARD MEETINGS/EVENTS/EDUCATION:

Next Regularly Scheduled Board Meeting – Thursday, April. 29, 2021, @ 5:00 p.m.

ADJOURNMENT 6:20pm