

**Kennewick Public Hospital District**  
**Thursday, May 29, 2025 | Hybrid Meeting**  
**5:00 PM**  
**MINUTES**

**Attendance:** Mark Brault, Rick Reil, Marv Kinney, Gary Long, Spencer Harris, Shannon Phipps, Wanda Briggs, Lee Kerr, Erica Davis, Heidi Ellerd, Salem Thompson  
**Guest:** Sheila Dunlop, former commissioner

**I. District Business:**

**A. Approval of Consent Agenda**

IT WAS MOVED AND SECONDED TO APPROVE THE CONSENT AGENDA INCLUDING MEETING MINUTES FROM THE REGULAR MEETING OF APRIL 24, 2025. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.

**B. Public Comment – NONE**

**II. NEW BUSINESS:**

**A. Reports**

1. Presentation of appreciation plaque to Dr. Sheila Dunlop – Mark presented Dr. Dunlop with a plaque commemorating her term of service with the District.
2. Lee Kerr – Superintendent, General Update.  
Lee reported that the creditors trust filed their tax return in April 2025.  
Lee reported on a phone call regarding the community care agreement.  
Wanda inquired about scheduling a tour of the recovery center and Lee indicated he would work on that.
3. Legal Report - Heidi Ellerd, Legal Counsel
  - a. Updates – Records Requests  
Nothing new to report.
4. Administrative Report, Salem Thompson, Board Coordinator  
Nothing new to report.

**B. Committee Reports/Recommendations**

1. Finance Committee – Gary Long/Erica Davis
  - a. Overview of April 2025 Financials – Erica Davis
  - b. Acceptance of April 2025 Financial statements  
IT WAS MOVED AND SECONDED TO APPROVE THE APRIL 2025 FINANCIAL STATEMENTS AS PRESENTED. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.
  - c. Approval of April 2025 payments and disbursements  
IT WAS MOVED AND SECONDED TO APPROVE THE APRIL 2025 PAYMENTS AND DISBURSEMENTS AS PRESENTED. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.
  - d. Treasurer’s Report – Gary Long  
Gary discussed the L & I Surety Bond.
  - e. Key Bank Accounts (L&I) –

Gary discussed the funding of any unclaimed property that could result from the Key Bank account closure and the work with Trios in coordination should there be any claims.

2. Governance Committee Updates – Mark Brault

- a. MRSC Rosters –Heidi’s office has historically taken care of publishing for both small works roster and vendor lists on behalf of the District. However, state requirements have changed and become much more stringent, and her office has advised the District to use MRSC rosters for any small works and use the service to maintain a vendor list. Heidi states her office will publish one last time for the District to maintain the time requirement to publish and will prepare a resolution and policy for the next regular meeting for commissioner consideration.

- b. Future Focus on ADS (motion as result of workshop discussion 4.16.25)

Mark made a motion:

THE BOARD’S RECENT WORKSHOP RETREAT EXPLORING ITS RELATIONSHIP WITH ADS CONFIRMED THAT ADS REMAINS ONE OF THE PRIMARY FOCUSES OF THE DISTRICT.

THE CORPORATE STRUCTURE OF ADS WILL REMAIN AS A 501(C) NON-PROFIT CORPORATION WITH THE DISTRICT AS ITS SINGLE MEMBER FOR THE FORESEEABLE FUTURE. SECONDED.

Discussion: It was mentioned at the ADS workshop whether the District should essentially take over ADS’s services potentially making employees of ADS eligible for PERS.

Discussion on the significant cost to the District to offer PERS and the legal logistics of doing so.

ALL IN FAVOR. MOTION CARRIED.

3. Planning Committee – Wanda Briggs

- a. General update

Wanda reported on the ADS Board meeting.

4. Adult Day Services – Rick Reil/Spencer Harris

- a. General update –

IT WAS MOVED AND SECONDED TO APPOINT WANDA BRIGGS TO THE ADS BOARD. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.

Bylaw updates were drafted by Lee and Rick and will be sent to Wanda and Spencer for their input before presenting proposed changes to the ADS board.

**III. COMMISSIONER COMMENTS**

- IV. Upcoming items** – Next meeting Rick will be available to take professional photos of commissioners for the website, please plan on attending in person if possible.

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

Next Regularly Scheduled Board Meeting – Thursday, June 26, 2025 @ 5:00p.m.

**Close of Meeting 5:35 pm**