

**KENNEWICK PUBLIC HOSPITAL DISTRICT
BOARD OF COMMISSIONERS
BOARD MEETING
MINUTES**

Thursday, July 29, 2021, | Remote Meeting Via Zoom

CALL TO ORDER Gary Long called the meeting to order at 5:00 pm.

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

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:

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. 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. Reports

1. Executive Report – Lee Kerr

The progress of Benton County's feasibility study was discussed, going as expected. The District has helped by providing access to information and people used to conduct its own feasibility study.

The quarterly Community Care Agreement meeting with Trios was held this month. A good report on the hospitals operations and service was received. Also discussed was the potential sale of the Auburn campus to the District and or to Benton County.

The Spaulding suite occupancy was discussed, and there will be a meeting next week with John Solheim and Tom Cinko to go over proposed tenant improvements. The five year term for occupancy by the District was affirmed.

2. Legal Report - Heidi Ellerd, Legal Counsel
 - a. Discussion on open public meetings – Once a decision is made on Spaulding occupancy, a resolution would be prepared to move the meeting place officially to that location. At this time next month’s meeting will be via Zoom.
 - b. Public Records – No updates.
3. Administrative Report - Salem Thompson –
 - c. The records grant awards through WA State Archives will be announced Sept. 27, 2021. Until that time, no further work on the records project with RCCH/Lifepoint will be pursued.
 - d. Public records training will be provided to each commissioner in the next couple of months. This will provide newer commissioners a better grasp of public records and provide all commissioners with the most up to date training on records.

B. Committee Reports/Recommendations

1. Finance Committee – Steve Blodgett, Finance Chair / Nathan Burt
 - a. June financial statements – Overview by Nathan Burt.
 - b. Treasurer's Report: Update on 2020 Financial Audit
 - c. Propose EFT payments instead of checks – Discussion. A process used to initiate ACH payments was discussed by Nathan Burt. Heidi asked Salem to search for EFT and ACH policies that may already exist for the District. Moving to this method will standardize the process for processing regular payments and allow EFT payments where applicable.
 - d. Umbrella insurance discussion – Lee provided information on this coverage.
2. Planning Committee
 - a. Communications intern update (Wanda). Work with the intern is now completed and overall it was a successful experience. General words of thanks and admiration from the committee and other board members were expressed.
 - b. 805/807 Auburn update – Further discussion will take place in Executive Session.
 - c. Spaulding building update – This was discussed by Lee Kerr in the Superintendent’s Report.
 - d. Adult Day Services – General Update Rick Reil or Steve Blodgett
Nathan relayed that the PPP forgiveness process for ADS is underway.
Rick and Steve reported there was not a board meeting this month due to the director being called out of town. ADS is open on a limited basis and at this time all is well.
3. Governance Committee
 - a. Letter of appreciation for Trios Health for all commissioner's signatures via DocuSign – A draft copy was included in the board packet.
Storage Space Rental Agreement – Lee has drafted an agreement and the form has been approved by legal counsel and Trios Health Auxiliary. All have agreed to the language and a cost of \$25.00 per month to use 807 for limited storage.

IT WAS MOVED AND SECONDED TO APPROVE THE AGREEMENT AND HAVE GARY LONG SIGN ON BEHALF OF THE DISTRICT. NO DISCUSSION MOTION CARRIED.

- b. Resolution for Emergency Locksmith services*

MOTION TO APPROVE RESOLUTION 2021-04 A RESOLUTION RELATING TO

AN EMERGENCY DECLARATION FOR REPAIRS. SECONDED. NO DISCUSSION.
MOTION CARRIED.

III. Executive Session to discuss the minimum price to offer real estate for sale RCW 42.30.110(1)(c)

At 6:06 pm executive session was called for 15 minutes. The public in attendance was placed in the Zoom waiting room.

The meeting re-opened at 6:21 pm. There public was admitted back to the meeting.

Action taken:

MOTION TO SET LIST PRICE FOR DISTRICT PROPERTY LOCATED AT 805 AND 807 S. AUBURN STREET, KENNEWICK, WA AT \$192,283.00. SECONDED. NO DISCUSSION. MOTION CARRIED.

IV. COMMISSIONER COMMENTS –

General words of thanks and praise to the communication intern were expressed.

V. BOARD MEETINGS/EVENTS/EDUCATION:

Adjournment: 6:25 p.m.

Next Regularly Scheduled Board Meeting – Thursday, August. 26, 2021, @ 5:00 pm.