

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

Thursday, July 30, 2020 | Remote Meeting Via Zoom

CALL TO ORDER

CALL TO ORDER 5:00 pm

Commissioners Present: Wanda Briggs, Len Dreisbach, Marv Kinney, Gary Long, Steve Blodgett, Rick Reil, Mike McWhorter

Commissioners Excused: ALL PRESENT

Executive Support: Heidi Ellerd, Salem Thompson, Lee Kerr

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 p.m., after confirming that all parties were connected and could hear and participate in the meeting. No public was in attendance.

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 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 – no members of the public were in attendance and none were in the waiting room. The board liaison keeps watch during the meeting for public admittance. At 5:12 pm a member of the public joined the meeting. Gary Long was notified and the public was asked to provide comment. No comment was provided. The moderator, Salem Thompson reached out to the public to ensure they were connected and if comment was to be provided via chat. No formal comments were provided and the meeting continued.

I. NEW BUSINESS:

A. Executive Report – Lee Kerr

1. The District is still awaiting final approval for Lourdes to donate their TCC withdrawal money to us and for a donation agreement to be approved by all parties. There will be a private appreciation expressed to them once we receive those monies, Wanda will assist in

drafting the letter.

Ayers settlement is nearing completion in the bankruptcy court.

2. Update on feasibility studies. Ascension's study primarily covered SUD and in discovery over time, a need has been identified to include behavioral health. A second piece is a supplement has been drafted in house to cover behavioral health. The third component was the actual facility conversion provided by Arculus, their study will likely be finalized next week. A WA State Department of Commerce grant was applied for in June.

An additional grant from the St Joseph fund was applied for today with Michele Gerber's assistance, the KPHD is the main applicant. If awarded the funds will be used to identify suppliers for providing consultant services to determine the appropriate parties to offer services for the proposed recovery center.

3. The 805/807 Auburn property is under new management and likely other units will be sold. There is a need for the District to identify suitable office space to hold meetings. Lee met with LifePoint and has identified space on the 2nd floor of the Spaulding Building, attached to the Auburn hospital campus. The space is large enough to hold public meetings and suitable office space. It was determined that a lease will be drafted, but no cost will be borne by the District due to the provision in the Community Care Agreement (CCA) to offer the District space to meet. A lease is beneficial for all parties and gives formalization to the provision in the CCA.

The new association for the 805/807 property held its first meeting, Gary and Lee attended. Lee was added to the association board. There will likely be cost increases

4. No option agreement has been received for the potential purchase of the Auburn hospital building for the proposed recovery center.

B. Committee Reports/Recommendations

1. Finance & Audit – Steve Blodgett, Finance Chair / Nathan Burt
 - a. June financial statements – General review.
 - b. Year to date update – Working on some update documents requested by the Finance Committee.
 - c. Treasurer's Report: Status of Audits – Nearing the end of the Eide Bailly financial audit, held up a bit due to the review of Adult Day Services. Steve met with the designee from ADS (a part time employee) and sent the requested items to Eide Bailly. No word on the State audit, likely due to working from home during COVID-19 restrictions.

Gary asks about the responsibility of the District re: ADS. Steve replied since we are the sole member of the organization, the District does have oversight responsibility. ADS has a CPA firm to file taxes. Currently ADS is a greater share of the District's operations since the District no longer has hospital operations.

Gary asks what the Finance committee should do to oversee ADS to avoid an audit? Steve replies the Finance committee will review ADS's activity and provide a recommendation to the board for future procedures.
3. Planning Committee – Len Dreisbach and Lee Kerr
 - a. Status of feasibility studies and funding from counties – Feasibility studies were covered in the Executive Report. Len reports the Dept. of Commerce grant will have an update mid-August.
2. Adult Day Services – General Update Rick Reil or Steve Blodgett – The staff is calling clients on a regular basis and receiving reimbursement. Nearly half of the employees are on unemployment. It was decided by the ADS board to provide the working employees a bonus in June. The board will discuss a July bonus at their next meeting. The financials show revenue close to budget, and expenses are down. Gary stated the ADS board should look at the PPP program. Discussion ensued re: the PPP program and the deadlines for the program, and what person from the board and what employee from ADS could assist in an application.
3. Governance Committee Updates – Gary Long

- a. D&O Insurance Update – Gary sent Mike the update to the insurance policies for review. Lee replied that current information was provided re: current board members.

Gary mentions the 805/807 property and what to do with it if the District moves to the office space in the Spaulding building. Is the commission open to putting the property up for sale? Discussion and comments were received and all were open to the potential sale of the 805/807 property. If listed, proper appraisals are required. Gary asked if any were opposed to the sale. None. Steve stated the concern was incurring the costs of the appraisals without a firm sale.

4. Public Records Requests and Updates – Heidi Ellerd and Salem Thompson
 1. Recommendation to move hosting of district emails*

MOTION TO MOVE FORWARD WITH CHANGING THE DISTRICT’S EMAIL HOSTING AND PAYING UP TO \$5000.00 AND AUTHORIZING GARY OR LEE TO SIGN A CONTRACT TO DO SO. SECONDED.

DISCUSSION: IT IS ADVISED TO HAVE THE DISTRICT LOOK INTO A LOCAL COMPANY TO PROVIDE THE EMAIL MIGRATION AND HOSTING SERVICES. ALL AGREED. MOTION CARRIED.

II. COMMISSIONER COMMENTS

- A. Upcoming items – Update on Wanda’s family.

III. BOARD MEETINGS/EVENTS/EDUCATION:

- A. Next Regularly Scheduled Board Meeting – Thursday August 27, 2020 @ 5:00p.m.

ADJOURNMENT 6:42pm