

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

Thursday, August 27, 2020 | Remote Meeting Via Zoom

<https://us02web.zoom.us/j/83876435831?pwd=LzdYMUwrNkJNTG90UUJLMlVYS2UzQT09>

Meeting ID: 838 7643 5831

Passcode: 356300

CALL TO ORDER 5 pm

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

Absent: Mike McWhorter

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.

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:

THE MINUTES WERE REMOVED FROM THE CONSENT AGENDA.

IT WAS MOVED AND SECONDED TO APPROVE THE REMAINDER OF THE CONSENT AGENDA AS SUBMITTED.

NO DISCUSSION. MOTION CARRIED.

SMALL CORRECTION TO THE MINUTES. ADS AUDIT POTENTIAL, AVOID AUDIT ISSUES, NOT AVOID AN AUDIT.

MOTION TO APPROVE THE MINUTES AS CORRECTED. ALL IN FAVOR. MOTION CARRIED.

B. Public Comment - NONE

II. NEW BUSINESS:

A. Executive Report – Lee Kerr

Lourdes possible donation from the TCCC withdrawal has not been received.

Ayers property update. There are a few items for due diligence due from others. The District has done all it can do to move the process along. The closing of the trust is optimistically expected for the first couple of weeks of Sept. 2020.

Feasibility Studies update – A draft of the Arculus feasibility study on the conversion of the Auburn property has been received. Lee is working with Cindie Preszler and Rick Reil to produce a supplemental document that will create an attractive and understandable document. There are editorial changes to the feasibility studies, they are not in final form.

Grant application status: WA DOC grant, no updates expected until mid Sept. A second grant from St. Joseph's foundation was applied for to fund a healthcare resources integration consultant.

Spaulding building occupancy for office space: The facilities director is working on cleaning up the space for the District. Currently, the space is not high on the priority list due to staff strain. A lease needs to be prepared covering the responsibilities between Trios/LifePoint and the District. There will be no cost to the District pursuant to the CCA, but generalized terms will be needed. Lee has asked for the LifePoint legal team to assist, and Lee is prepared to present a boilerplate lease for consideration.

Auburn campus proposed acquisition: No word from LifePoint's legal department on a sample option agreement to consider.

There are WA State funds potentially available for the proposed recovery center, however a necessary first step would be an option agreement.

B. Committee Reports/Recommendations

1. Finance & Audit – Steve Blodgett, Finance Chair / Nathan Burt
 - a. July financial statements – General overview by Nathan Burt.
 - b. Year to date update – None.
 - c. Treasurer's Report: Status of Audits – Eide Bailey is still working on the financial audit, hold up was some additional documents required from ADS which Steve has helped to fulfill. All requested documents have been provided.
No word on the State audit, likely due to the work from home conditions.
 - d. Finance committee – Adding a community member per the Charter – The committee has elected to appoint Chad Bartram to the committee as a community member, former manager of PUD. Mr. Bartram has served as a CFO and has good experience. A letter has been prepared to officially invite Mr. Bartram. According to the charter, the President appoints, and the Finance committee considers and affirms. At the finance committee meeting this month, Mr. Bartram's invitation was discussed and approved. Mentioning it here in the meeting for the commissioner's awareness.
3. Planning Committee – Len Dreisbach and Lee Kerr
 - a. Status of feasibility studies and funding from counties – The charge of the committees is to review the studies with a keen eye before bringing back to the full commission for approval of final drafts.
The next meeting of the BF Recovery Coalition is set for September 2nd.
2. Adult Day Services – General Update Rick Reil or Steve Blodgett – ADS financially is doing well. ADS applied for and received a PPP loan. The other tenant in the building has vacated, so potential for expansion if desired in the future. Half of the staff is working and making phone calls to clients and receiving compensation for this service.
3. Governance Committee Updates – Gary Long
 - a. Motion to authorize Lee to execute a listing agreement for the 805/807 Auburn properties*
A meeting of the owner's association for 805/807 Auburn property revealed they are interested in acquiring the property, although no renewal of their offer to purchase.

MOTION TO AUTHORIZE LEE TO EXECUTE A LISTING AGREEMENT FOR THE AUBURN PROPERTIES AS LONG AS COMMISSION DOES NOT EXCEED STATUTORY REQUIREMENTS. SECONDED. DISCUSSION: SURROUNDING THE STEPS REQUIRED TO SATISFY STATUTORY REQUIREMENTS TO SELL THE AUBURN PROPERTIES.

APPROVED. MOTION CARRIED.

b. Reminder of upcoming budget and ad valorem meetings for 2020. The finance committee will begin work in Sept. on the 2021 Budget.

4. Public Records Requests and Updates – Heidi Ellerd and Salem Thompson

a. Update on email migration plan – A company in Richland was identified to perform the email migration and archiving service. All email users will be migrated by the first week of September.

III. COMMISSIONER COMMENTS

A. Upcoming items – None.

IV. BOARD MEETINGS/EVENTS/EDUCATION:

A. Next Regularly Scheduled Board Meeting – Thursday September 24, 2020 @ 5:00p.m.

ADJOURNMENT – 6:04 pm