

Kennewick Public Hospital District
Thursday, August 31, 2023 | Hybrid Meeting
5:00 p.m.
August Board meeting
MINUTES

Attendance: Mark Brault, Steve Blodgett, Rick Reil, Marv Kinney, Wanda Briggs, Heidi Ellerd, Salem Thompson, Erica Davis (for Nathan Burt).

ABSENT: Lee Kerr, excused. Sheila Dunlop, excused.

I. District Business:

II. Regular Board Meeting Business

A. Approval of Consent Agenda

IT WAS MOVED AND SECONDED TO APPROVE THE CONSENT AGENDA. ALL IN FAVOR. MOTION CARRIED.

B. Public Comment – NONE

III. NEW BUSINESS:

A. Reports

1. Lee Kerr – Superintendent, General Update - Excused
2. Legal Report - Heidi Ellerd, Legal Counsel
 - a. Updates - still working on existing public records requests.
3. Administrative Report, Salem Thompson, Board Coordinator
 - a. Records work update – work continues with Columbia Soft – Document Locator on a good pace and schedule. More records have been digitally transferred to the archives.

B. Committee Reports/Recommendations

1. Finance Committee – Steve Blodgett, Finance Chair / Nathan Burt / Erica Davis
 - a. Acceptance of July 2023 financial statements – Overview by Erica Davis
IT WAS MOVED AND SECONDED TO APPROVE THE JULY 2023 FINANCIAL STATEMENTS AS SUBMITTED. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.
 - b. Approval of payments and disbursements for July 2023
IT WAS MOVED AND SECONDED TO APPROVE THE JULY 2023 PAYMENTS AND DISBURSEMENTS AS SUBMITTED. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.
 - c. Treasurer’s Report – Steve Blodgett
 - d. 2021-2022 SAO Accountability Audit – update
 - e. 2022 Financial Audit –The finance committee will prepare a response to Eide Bailly as part of the closing process of the audit.
 - f. Investment Policy – progress update – Edits to the policy are being incorporated and will likely be ready to be presented at the next regular meeting.
2. Governance Committee Updates – Mark Brault
 - a. General update – Follows below.
 - b. Updates re: Benton-Franklin Community Health Alliance – the executive board has voted to close. A notice has been sent out to all the constituents. Some of the functions will be taken over by other entities. The anticipated close date is September 15, 2023.
 - c. Authorization for Superintendent to sign Washington State Archives Digitization Grant contract.
IT WAS MOVED AND SECONDED TO AUTHORIZE LEE KERR TO SIGN THE WASHINGTON STATE ARCHIVES LOCAL RECORDS PROGRAM GRANT CONTRACT IN THE AMOUNT OF \$27,742.00 AFTER REVIEW BY LEGAL COUNSEL. THERE WAS DISCUSSION WHETHER THE DISTRICT WILL RECEIVE FUNDS OR

WHETHER THE STATE WOULD PAY FOR THE WORK DIRECTLY. . ALL IN FAVOR.
MOTION CARRIED.

3. Planning Committee – General Update - Wanda Briggs.
4. The committee did not meet in August due to travel and waiting for direction from the Finance Committee and the entire board on a dollar amount for allocation. The Finance Committee decided to instead recommend that the Planning Committee review its charter first, and then present it to the board. Planning is ready to entertain information from Adult Day Services on items needed. Salem Thompson will make a presentation to the Planning Committee in August. Adult Day Services – General Update:
Rick Reil/Steve Blodgett
 - a. Finance Committee feels it may need to be more involved with the finances at ADS.
Discussion on recent expenses ADS incurred with its building and whether early repayment of the ADS loan or a portion is desired. Rick states he will convey the information on the discussion regarding early payoff of the loan to the ADS board.

IV. COMMISSIONER COMMENTS

V. Upcoming items –

VI. BOARD MEETINGS/EVENTS/EDUCATION

Next Regularly Scheduled Board Meeting - Thursday, Sept. 28, 2023, @ 5:00 p.m.

Close of Meeting 5:40pm