

Kennewick Public Hospital District
Thursday, October 30, 2025 | Hybrid Meeting
5:00 PM
MINUTES

Attendance: Mark Brault, Rick Reil, Spencer Harris, Shannon Phipps, Lee Kerr, Erica Davis, Heidi Ellerd, Salem Thompson

Absent: Wanda Briggs (excused), Gary Long (excused)

At 5:00 pm Commissioner Brault opened the Public Hearing.

A member of the public was in attendance, Mr. Jim Millbauer, 713 S. Young Pl. Kennewick, WA, who signed up to make comment during the public hearing.

The Public Hearing was closed at 5:11pm

Commissioner Brault Opened the regular meeting at 5:11pm

I. District Business:

A. Approval of Consent Agenda

IT WAS MOVED AND SECONDED TO APPROVE THE CONSENT AGENDA INCLUDING MEETING MINUTES FROM SEPTEMBER 25, 2025. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.

B. Declare any known or perceived Conflicts Of Interest with agenda items – None declared.

C. Public Comment – None.

II. NEW BUSINESS:

A. Resolution 2025-4 Adopting District Budget for 2026 and Approving Limit Factor

Commissioner Reil read the resolution description.

IT WAS MOVED AND SECONDED TO APPROVE RESOLUTION 2025-4 AS READ. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.

B. Resolution 2025-5 Certifying the Increase in Regular Tax Levy

Commissioner Reil read the resolution description.

IT WAS MOVED AND SECONDED TO APPROVE RESOLUTION 2025-5 AS READ. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.

IT WAS MOVED AND SECONDED TO APPROVE MARK BRAULT TO SIGN THE LEVY CERTIFICATION FORM. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.

C. Reports

Mark Brault stated he received a letter of resignation from Commissioner Gary Long effective November 1st, 2025. We all respect and revere Gary Long for his years of service to the commission and the community, and he will be missed.

1. Lee Kerr – Superintendent, General Update –

Lee stated there were no new updates to discuss and thanked members for their work on the budget.

Lee reminded those in attendance that a new treasurer and secretary will need to be appointed.

2. Legal Report - Heidi Ellerd, Legal Counsel
 - a. Updates – Records Requests – nothing new to report.
3. Administrative Report, Salem Thompson, Board Coordinator -Nothing new to report.

D. Committee Reports/Recommendations

1. Finance Committee – Mark Brault/Erica Davis
 - a. Overview of September 2025 Financials – Erica Davis
 - b. Acceptance of September 2025 Financial statements
IT WAS MOVED AND SECONDED TO APPROVE THE SEPTEMBER 2025 FINANCIAL STATEMENTS AS PRESENTED. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.
 - c. Approval of September 2025 payments and disbursements
IT WAS MOVED AND SECONDED TO APPROVE THE SEPTEMBER 2025 PAYMENTS AND DISBURSEMENTS AS PRESENTED. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.
 - d. Treasurer’s Report – Mark Brault for Gary Long – Commissioner Brault thanked all for the work on the budget.
2. Governance Committee Updates – Mark Brault
 - a. Community Health Improvement Plan – update – Future efforts to compile an improvement plan based on the Community Health Needs assessment is underway, and Mark will keep the board informed on opportunities that present themselves in the future.
 - b. Voters’ Pamphlet – This year Lee requested info from Benton County on how to lower overall costs for elections, and one of the desired outcomes was to have the District’s share of voters’ pamphlet costs go down.
Commissioner Harris and Phipps provided information for the recent pamphlet, but both Commissioner Reil and Briggs were under the assumption that the District was not participating in the pamphlet this year. This caused some members of the community to reach out for clarification. It is the District’s goal to be transparent, and the discussions with Benton County will be ongoing to that end.
3. Planning Committee – Wanda Briggs- Absent, excused
 - a. General update – No meeting this month.
4. Adult Day Services – Rick Reil
 - a. General update – Financials are still being reviewed internally, so were not discussed.
 - b. Community Development Block Grant for parking lot improvement was successfully awarded, though funds will not be received until sometime in 2026 if available.

III. COMMISSIONER COMMENTS

IV. Upcoming items – NONE

V. BOARD MEETINGS/EVENTS/EDUCATION

Next Regularly Scheduled Board Meeting – Thursday, November 20, 2025 @ 5:00 p.m.

Close of Meeting 5:38pm