**Kennewick Public Hospital District**

**Trios Care Center 521 N. Young St. Kennewick, WA 99336**

**Thursday, January 30, 2025 | Hybrid Meeting 5:00 PM**

**MINUTES**

**Attendance:** Mark Brault, Gary Long, Marv Kinney, Spencer Harris, Wanda Briggs, Rick Reil, Lee Kerr, Erica Davis, Heidi Ellerd

1. **District Business:**
   1. **Approval of Consent Agenda**

It was moved and seconded to approve the CONSENT AGENDA INCLUDING the November 2024 minutes. All in favor. No discussion. Motion carried.

* 1. **Public Comment –NONE.**

1. **NEW BUSINESS:**
   1. **Reports**
      1. Lee Kerr – Superintendent, General Update –

Benton Franklin Behavioral Health District meeting went well, remodel of the Auburn building is progressing. Lee discussed items related to the proposed facility including information on proposed navigator services and proposed contracts with service providers.

Lee reported on pending litigation.

Lee and Mark will meet with the Trios CEO in the next week or so and expect a discussion on a Trios representative to potentially work with the Planning Committee on any joint communications efforts.

* + 1. Legal Report - Heidi Ellerd, Legal Counsel
       1. Updates – Records Requests – Nothing new to report.
    2. Administrative Report, Salem Thompson, Board Coordinator
       1. Updates – Records work – Nothing new to report.
  1. **Committee Reports/Recommendations**
     1. Finance Committee – Gary Long/Erica Davis
        1. Acceptance of November and December 2024 financial statements– Overview by Erica Davis

It was moved and seconded to approve the November and December 2024 financial statements as presented. All in favor. No discussion. Motion carried.

* + - 1. Approval of November and December 2024 payments and disbursements.

It was moved and seconded to approve the November and December 2024 Payments and disbursements as presented. All in favor. No discussion. Motion carried.

* + - 1. Treasurer’s Report – Gary Long –

Discussion on upcoming election costs. There will be a special election in February plus four commissioners up for election in the fall.

Discussion on the Key Bank account changes coming soon.

* + - 1. Audit updates – SAO audit exit conference went well; the work is complete. Reminder that the District has chosen to have SAO perform the required financial audits going forward.
    1. Governance Committee Updates – Mark Brault
       1. Greater Health Now – At their invitation, there was a discussion on exploring possible participation in a future project.
       2. Benton Franklin Health District – The District was offered a place on the committee working with the community health needs assessment to form a community health improvement plan. Mark will participate representing the District.
       3. Reminder to complete your PDC F1 in a timely manner.
       4. Approval of office lease at Trios Care Center at Vista Field.

There is a need to terminate the old lease at the DeBit building before entering into the new lease.

It was moved and seconded to authorize Lee KERR to sign both the termination of the OLD lease at the DeBit building and enter into the new lease for the Trios Care Center at Vista Field WITH A NOTARY SIGNATURE ADDED FOR LANDLORD. All in Favor. No Discussion. Motion carried.

* + - 1. Resolution 2025-1 changing dates of two regular meetings.

Rick Reil read the resolution title.

It was moved and seconded to adopt Resolution 2025-1. All in favor. No discussion. Motion carried.

* + - 1. Resolution 2025-2 Richmond Trust Endowment Fund

Rick Reil read the resolution title.

It was moved and seconded to adopt Resolution 2025-2. All in favor. No discussion. Motion carried.

* + - 1. ADS board discussion – A working session is being planned to allow three commissioners at a time to discuss ADS. There were discussions on the rotation of commissioners to allow participation and insight. No schedule of rotation was determined. Dates for the working session will be determined soon.
    1. Planning Committee – Wanda Briggs/Marv Kinney
       1. Update – no meeting in January 2025. There will likely be a meeting February 18th.
    2. Adult Day Services – General Update: Rick Reil/Spencer Harris
       1. Update- Rick reported on the December 2024 ADS Board meeting. Lee Kerr was invited to attend via Zoom to provide the ADS board an opportunity to ask questions about the relationship between the two entities.

At the meeting, it was discussed to have an additional KPHD commissioner (three commissioners) to serve on the ADS board. Per the bylaws, the District approves appointments to the ADS Board. Marv Kinney is willing to serve as well as Wanda Briggs.

* + - 1. 2025 Budget approval – Overview by Rick Reil and Salem Thompson, ADS Executive Director.

It was moved and seconded to approve the 2025 ads budget as presented. All in favor. No discussion. Motion carried.

1. **Executive Session RCW 42.30.110 (1) (h) To evaluate the qualifications of a candidate appointment to elective office**

**At 5:43 pm the executive session was called for 15 minutes until 5:58pm**

**At 5:58 pm the open meeting reconvened.**

It was moved and seconded to nominate both grace Davidson and Shannon Phipps, d.o. as candidates for the unexpired term of Sheila Dunlop, D.O. (position 1) oF The Kennewick public hospital district. All in favor. No discussion. Motion carried.

Lee Kerr reviewed the RCWs and process for the filling a commissioner vacancy.

Lee Kerr was designated to complete the required public postings for the Notice of Vacancy and nominations and Salem Thompson was designated to update the District website with the notice of vacancy and the nominations.

1. **COMMISSIONER COMMENTS**
2. **Upcoming items – NONE**
3. **BOARD MEETINGS/EVENTS/EDUCATION**

Next Regularly Scheduled Board Meeting – Thursday, February 27, @ 5:00p.m.

**Close of Meeting 6:04pm**