

Nehalem Bay Health District

Monthly Board Meeting

February 6, 2018 7:00 pm

Main Conference Room, 278 Rowe St, Wheeler, Oregon 97147

Meeting was called to order at 7:00 pm by acting Board Chairman, Marc Johnson.

Attendance Board Members: Lynda Chick, by way of Face Time, as she was in India, Marc Johnson, Barbara Edwardson, Tom Mock was not present as he was out of town and unreachable.

General Manager: Jeff Slamal

Aiden Health Services, Inc.: Mark Remley , Kimberly Topazio.

Public: Mark Roberts, Tom Bender, Robert Borgford, Cammy Von Seggern, chair of the board at the Rinehart Clinic, and John Doyle, Engineer.

The minutes of the previous Board Meeting were approved with correction to Page 2, paragraph two under Old Business/Action Plan Review, last sentence: "Marc suggested that an attorney needs to review the employee contract for General Manager." The motion passed after a motion from Barbara, seconded by Lynda.

Jeff reported that the Calendar Year was closed with help from the accountant and they have agreed to proceed with the 16/17 Audit. The extension was filed with the state and must be done by June 30, 2018. The hourly rate for the accountant and assistant was deemed to be reasonable and a motion was made by Barbara and seconded by Lynda to ask the accountant to complete the audit. Jeff's estimate of time required was approximately 16 hours. The motion passed.

Public Comment:

Tom Bender commented that solar panels are being explored for all emergency buildings in the area and suggested the Health District building would be a candidate. Board is amenable to the concept.

Mark Roberts for the Food Bank reported that he has done a client survey that is quite extensive and he would like to have it reviewed and discussed. Marc Johnson asked that he be put on the agenda for the March meeting so the board would have time to review the written document.

Cammy Von Seggern: She is concerned with setting a time line for varies physical plant issues at the clinic. Marc mentioned that the board is aware of the need but no substantive

decision has been made. The board is working toward decisions for the whole complex. Cammy also had comment about the HVAC at the Clinic and asked to be heard at the time it comes up on the agenda.

Another issue of concern for Cammy was the current lease agreement and asked that it be updated. Jeff and Marge, CEO of the Clinic, and our attorney will work on getting a draft agreement to present to the board.

John Doyle, Engineer: His report is included. Discussion regarding his findings in and around the building ensued. Finally he said his intuition dictates that it would be more expensive to repair than to replace due to the condition of the foundation. There was a question as to needing to demolish the Care Center or if it affect it at all if demolition is decided. Jeff stated there is a barrier wall between the two buildings so the Care Center would not be affected.

Robert Borgford asked John Doyle if there was rebar in the foundation. John stated there was no way to be 100% sure but by inspection he saw clear space where concrete or rebar would have been in the cement block foundation. It appears that the blocks were simply mortared together. Robert asked about lifting the building in order to replace the foundation. John would not recommend that action. He feels the building would not support a lift. Jeff will put together a thumbnail sketch of the entire cost to rehabilitate the 15,000 square foot building with help from contractors and engineers.

Marc Johnson is concerned that we have two tracks, one to rehab and one to demolish but we have no clear goal as to the ultimate use of the building. The board needs to determine the final picture coinciding with the disposition of the building. Mark Roberts reminded the board that there is a current and active use for the building with the Food Bank.

Mark Remley expanded on his written report as Operational/Managerial Control Officer of the Nehalem Valle Care Center.

- A. Census is static for the month of January.
- B. There have been no regulatory issues.
- C. One Work Comp Claim with no time lost.
- D. Potential lawsuit (within the industry, not related to NVCC).
- E. July 1, 2018 potential Medicaid rate increase.
- F. *Further report was given by Kimberly Topazio*
- G. Census depends on staffing. Cautiously looking forward to rising above 28.
- H. The Care Center has hired a CNA Instructor. Classes to be advertised in March.
- I. Lynnelee Braertlein is studying to get her Administrator's License and hopes to take over as the site administrator after her maternity leave in May.

Tom Bender asked about a wing at the Care Center that is not being used and if it has been designated as staff housing. Per Mark, the space is now being used for Central Supply and durable equipment storage. No consideration for staff housing was made.

## Old Business:

Website Update: Jeff has three proposals. Marc asked Jeff to summarize and recommend a website builder and also a logo designer at the next meeting. Lynda commented that the logo is important as it will help to create an identity for the District.

Food Bank representative, Mark Roberts, will present his survey at the next meeting.

No action of the CEO agreement.

## New Business:

Jeff presented some preliminary bids for work on the building. No action was taken. They will be reviewed and taken under advisement at the next meeting. More detail is needed. The oil tank does not exist (it was removed years ago), however there is possible seepage adjacent to the boiler room.

Question regarding MC Consulting: Were they hired as project managers for the project or just consulting? Jeff believes they were hired as managers and will take full responsibility for the project. A representative of MC Consulting will be at the March meeting.

The geological survey report will be available at the next meeting.

The HVAC unit #1 in the Clinic will be replaced at a cost of between \$16,000 and \$22,000. It is the one that services the Pharmacy. The ductwork needs to be replaced. The project is to replace ductwork, the new unit and a ductless unit for the Pharmacy. Jeff will make a report concerning the 3 bids and financing in the budget at the next meeting.

Jeff noted that over the next few years other units will have to be replaced. Marc asked for a timeline of the potential work that needs to be accomplished regarding the HVAC system. He also noted that a long term maintenance plan needs to be put in place for the Clinic. Similarly, the Care Center needs a continually update plan for maintenance. Mark will work on that.

Cammy asked what to do in the meantime. Currently they use electric heaters and are incurring considerably higher electric bills due to not being able to use the HVAC system in some parts of the building. Unit #1 is high priority.

Jeff presented month end and year to date financials, attached.

The Budget committee is being formed. Currently 3 members are in place. It is required that the general public number of members and the number of board members match. Currently

there are 4 board members, therefore, at least one more person from the general public needs to be seated before the meetings can commence. The three already selected are Tom Ayers, Ann Morgan and Mark Beach. Jeff reported that a preliminary budget will be presented at the April Meeting.

The next Board Meeting will be March 6, 2018.

The meeting was adjourned at 8:41 pm.

Respectfully Submitted,

Jennie Meyers, Recording Clerk