

Nehalem Bay Health District

Monthly Board Meeting

December 4, 2018 7:00 pm

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

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

Attendance

Board Members: Marc Johnson, Barbara Edwardson, Lynda Chick and Tom Mock ,  
Debbie Moberly

CEO: Jeff Slamal

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

Public: Tom Ayers, Tom Bender, Mark Roberts.

Minutes of the November Board Meeting and the Financial Report were approved. Motion was made by Barbara and seconded by Tom. Motion passed.

Public Comment:

Kimberly Topazio expanded on the written report as Administrator of the Nehalem Valley Care Center.

- A. Census for the month of October was up with an average of 27. There is a positive October balance on the Financial Statement.
- B. Two minor Work Comp Claims with no lost time.
- C. The new C N A class is scheduled for January 14, 2019. Out of the seven students in the most recent class, six stayed with the Care Center and are now employed.
- D. Regulatory Survey Report is attached. Overall it was a good report with a few things that needed attention. The follow up will be received soon. The entire report will be posted on the website and is available for review at the facility. Discussion of the various items that were noted followed with good explanation and understanding of the issues.
- E. A Christmas Ball is planned for December 22 at 2:30pm. Staff, residents and families are invited to enjoy the program..

- F. Debra Padgett is testing for the state exam and the Federal Exam in January. She has gained a good relationship with staff and residents.
- G. Continuing to work on Staffing issues. That appears to be the number one stumbling block to increasing the census.

Old Business: None

New Business: Conversation by phone with Margaret Banyan of PSU, our strategic planning consultant. It appears there are five “next step” items to be completed:

1. Draft of Contract will be sent to the District from Margaret.
2. Program time-line will be provided.
3. Half day retreats will be planned for late January.
4. Public meetings will be planned for January 11 and 12. The data collected at these meetings will be presented at the Half Day retreat later in the month.
5. Interview of stakeholders will happen between now and the 11<sup>th</sup> of January. The Board should augment the current list of stakeholders and send to Margaret by Jeff who will collect it from the Board.

Steps after community meetings: Put a survey together with a link on the website to be sent out in stages and to gather a distribution list.

COE Report: Jeff gave the financial status report that is attached. Secretary/Treasurer, Debbie Moberly, will review the financial report monthly and her action is to be included in the minutes as having been accomplished. Debbie is a signer on the accounts.

Jeff reported that we need a written policy to deal with outstanding items on the checking account, i.e., checks that are uncashed or unclaimed property. A roster of outstanding items must be maintained for 3 years and then turned over to the State.

Audit Status: The audit will be filed by 12/31/2018. Marc asked that the auditors and the Board have a discussion at the January or February Board meeting.

Tom Mock asked about the timeline of the strategic planning and how the public meetings will be run. Margaret will facilitate the meeting and the Board must encourage attendance and offer any assistance needed for success.

Tom Bender asked if Jeff had any information about the grant that the Rinehart Clinic has received for renovations. Jeff has not been informed of any plans but will follow up.

Next meeting is January 9, 2019 at 7:00 pm

The meeting was adjourned at 8:16pm.

Respectfully Submitted,

Jennie Meyers, Recording Clerk