

NEHALEM BAY HEALTH DISTRICT

BOARD MEETING

September 3, 2019, 7:00 pm

Location: NEHALEM BAY UNITED METHODIST CHURCH PARLOR

The meeting was called to order by Chairman, Marc Johnson at 7:00 pm.

Attendance: Board Members: Marc Johnson, Tom Mock, Lynda Chick, Debbie Moberly, Barbara Edwardson was excused.

CEO: Jeff Slamal,

Care Center: Kim Topazio.

Public: Gail Nelson, Gerald Wineinger.

1. The Consent Agenda: Approval of the Minutes of the August Board Meeting was tabled until the next meeting as copies were not available. There was a review of the Financial Statement which compares budget to YTD actual and is made available to all members prior to the meeting. A motion to accept the Financial Report as given was made by Lynda, seconded by Tom and passed.
2. Public Comment: None
3. Care Center Report: The fact sheet is attached. Census for the end of July averaged 25.67. There was one Work Comp Claims for the period.
Kim reported that the hiring of the Dietary Manager that was reported at the last meeting fell through. The gentleman that was to have been hired came to visit and looked for a place to live with his family, was not able to find satisfactory housing and so declined the offer to work at the Care Center.
Kim also reported that the Director or Nursing and Resident Care Manager positions are open as well as the Dietary Manager position. The nursing staff is being stretched but work continues toward hiring foreign nurses. Staffing, in general, remains difficult.
The July Financials ended on a positive note. The audit will be completed by October. April, May and June Financials will be reviewed at that time.
Kim noted that the financials show a \$125,000 write off which reflects several years of neglect in writing off uncollectible balances. She continues to put forth efforts to collect more recent non-paid accounts either from Medicare or Insurance Companies.
There were no regulatory issues this period.
The relationship with the Rinehart Clinic has improved and the Care Center and Clinic are working together for everyone's benefit.
The facility is now fully electronic which bring the Care Center into the 21st century along with most other care facilities in the state.
Kim reported that the residents are happy and very well fed.

4. CEO Report is attached. HVAC project at the Clinic has been completed. Jeff requested permission to contact a dentist in order to evaluate the dental office equipment that was abandoned by the departing tenant some months ago. Debbie knows a local dentist and will contact him to meet Jeff for that purpose.
5. There was a motion by Tom and seconded by Debbie to accept the 2 audits for 2017-2019 that were presented at the video conference at the last Board Meeting. The motion passed.
6. The work plan continues with no significant action since the last meeting.
The Land Lease with the Food Bank is still being worked on by Barbara and Tom Ayers.
Lynda brought information about the Diversity, Equality and Inclusion (DEI) proposal and how it will be worked on throughout the coming year. Gail Nelson from the Clinic will work with Linda and facilitators in order to draft a proposed document. The work will be one on a quarterly meeting basis.
Marc and Gail continue to work together and collaborate to determine future needs. The Clinic Board has authorized Gail to move forward to employ a consultant in order to formulate a Strategic Plan for the Clinic.
Marc has met and continues to meet with the Northwest Housing Alternative group to discuss possibilities for affordable housing in the County.
Jeff reported that the LLC that is the legal owner of the Care Center is a legal entity owned by the Board of the Health District. The documents have been reviewed by the attorney and some work needs to be done to clean up language. Jeff was asked by the Board to make sure the attorney brings documentation and proper filing to clarify legal status and acknowledgement from the Federal Government. Once that paperwork is in hand Jeff will speak to the auditors in order to clarify any questions they may have regarding the LLC status.

The Employment Agreement for the position of CEO was reviewed. There was a motion by Debbie and seconded by Lynda to approve the agreement as of 9/1/2019. Motion passed.

A motion was made by Debbie and seconded by Lynda to officially designate the SECOND Tuesday of each month as the regular date of the Board Meetings. This change was to facilitate the preparation and financial statements and other month-end documents. The motion passed.

7. The next meeting will be October 8, 2019.

The meeting was adjourned at 8:15 pm and moved to Executive Session.

Respectfully Submitted,

Jennie Meyers, Recording Clerk