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|  **Mission Statement**Enriching lives through better health**Values**Compassion – Showing empathy and respectIntegrity – Demonstrating moral and ethical principlesQuality – Achieving the best possible outcomeSafety – Committing to Safe PracticesTeamwork – Caring for the success of the team ***This institution is an equal opportunity provider*** | **True North Statement**To be the healthcare partner of choice for our community.  |

**HARNEY COUNTY HEALTH DISTRICT**

**BOARD OF DIRECTORS MEETING MINUTES**

**Wednesday August 24th, 2022**

**JOIN VIA ZOOM: E-Mail invitation, with instructions & links**

**At 4 pm, prior to Regular Board meeting a Special Executive Session was held, per ORS192.660(2)(I), 192.660(8) Performance Evaluation of CEO.**

**HCHD Board Members Present:** Sharon Davis, Ann Vloedman, Dr. Dan Brown, Dave Ferre, Brad Erbe

**HCHD Board Members Absent:** Shana Withee

**HCHD Staff Present:** Dan Grigg, Catherine White, Sammie Masterson, Elaine Wulff, Erik Olson, Bobby Long, David Ravenberg, Kathy Huffman

**HCHD Staff Present via Zoom:** Shirley Gillespie

**Visitors Present:** Ingrid Brydolf, with Davis Wright Tremaine LLP

**Sharon Davis called the meeting to order at 5:30 pm.**

**ACTION ITEM:** **Approval of Board Meeting Minutes of July 27th, 2022:**

Change the following: Page 3 of the Board minutes, under Strategic Tactics and Timelines, change *“FY2023-FY2024”* to “FY2023 to FY2025”. Page 4 of the Board minutes, on Action Item for HR Policies, change the word *“approval”* to “approve”.

***Ann Vloedman moved to approve the meeting minutes of July 27th, 2022, as corrected. Dave Ferre seconded, motion passed five to zero.***

**Public Comment:**

None

**The Board adjourned to Executive Session per ORS 192.660(2)(h) & ORS 192.345(1) Legal Counsel, at 5:36 pm.**

**The Board reconvened from Executive Session at 6:05 pm.**

**Presentation:**

David Ravenberg, EMS Manager gave the Board an update on the EMS department and plans for the future.

* History of staffing, what we currently have and what we need.
* Number of calls and types that EMS has had in the past to present. The data included costs and approximate revenue and revenue lost.
* 1-year Plan:
	+ Ambulance; looking for grants to replace the oldest one which is wearing out.
	+ Personal; have 3 FT paramedics and 3 EMT’s.
	+ Updating policies and procedures.
	+ Be more active with our interfacility transports.
* 5-year Plan:
	+ Ambulance; get a second one replaced.
	+ Chase Vehicle; get it replaced.
	+ Personal; have an office manager who is also EMT certified. Have 5 paramedics and 6 EMT’s. With one set dedicated to interfacility transports.
	+ Sleeping quarters; we have a training room that would be great to convert to sleeping quarters.
* Question:
	+ Dispatch issues: Dispatch giving incorrect information to responders. David has been testing with dispatch, different apps to find one that would send correct information to the responders phone.

**Board Development Articles:**

* “Oregon ICU beds dwindle, hospitals near capacity amid staffing shortages” – Christina Giardinelli, KATU Staff, July 20th, 2022.
* “Hospitals statewide struggling to meet demand,” SCMC, Blogs & News, July 29, 2022
* “Severely short on nurses, Central Oregon hospital system quietly declares crisis” – Joni Auden Land-(OPB) & Amelia Templeton-(OPB), July 28, 2022.

Discussion:

Can we talk with TVCC to see if they could offer classes to train C.N.A.’s? Elaine Wulff responded by saying that we created patient care technicians (PCT) positions. We currently have 3 hired and are training them. Eventually they can apply for loan assistance to get their C.N.A. certification.

Are we boarding patients in the ED? Not very often, a lot of hospitals are. The reason this happens, is waiting for a bed to open, sometimes it is behavioral health.

**Review/Discussion:**

**Administrative Report:**

* Dan Grigg thanked the Board members who volunteered to help with the Community Appreciation BBQ.
* Lab Update: we are still working to get CLIA the rest of the items they are needing. We expect another visit sometime soon.
* Winter Transfers: A hanger is needed for the fixed wing planes so that they can de-ice.
* HVAC: We did not receive the grant we applied for. Steve Howe is looking into other grants that might be out there.
* ED Providers: How do we create sustainable doctor coverage. We are looking at outsource models that other facilities are using.
* Orthopedics: Dan provided a handout. We are still looking at hiring a replacement Mid-Level, PA. We also would like to hire a part time orthopedic surgeon. The cost and revenue was not included in the current budget, for a surgeon, but we would like to ask for Board approval to pursue the recruitment of one.

**ACTION ITEM: Orthopedic Surgeon:**

Discussion regarding hiring a half time orthopedic surgeon versus having The Center surgeons do surgeries here. The Center has not fulfilled their commitment, they see our community patients, but then do the surgeries at their facility.

 ***Ann Vloedman moved to pursue a part time orthopedic surgeon. Brad Erbe seconded, motion passed four to one, with Dr. Dan Brown opposing.***

**Medical Staff Report:**

 Dr. Vanyo was not available tonight but it was noted that there will be no action on the initial appointments and re-appointments as Medical Staff did not have a quorum to approve. These will be tabled to the October meeting.

**Governance Committee Report:**

The Board would like the vacant board position advertised.

**ACTION ITEM: HR Policy, HR.100, “Human Resources Management – General”:**

* Page 2, under Assignment of responsibilities, do not remove item A.
* Page 2, under Assignment of responsibilities, B, item 2, should read, “Prepare new and recommend revisions and amendments to **existing** Human Resource Policies”.
* Page 3, Under Affect of Labor Contracts, delete last sentence of paragraph one. ~~“These Personnel Policies will be in full force and effect covering all District employees”.~~

 ***Ann Vloedman moved to approve HR Policy, HR.100, “Human Resources Management-General”, as amended. Dave Ferre seconded, motion passed six to zero.***

**Fall Retreat:**

The fall retreat will be held on Oct. 31st at Kelly Jo Lovelady’s facility on Red Barn Lane. Paul McGinnis will be the facilitator. The fall retreat is for educational advantages for the Board, so if there is any topics that you would like Paul to prepare for, please let Dan Grigg know.

Sharon stated the Board would like a review of the culture of the hospital, if Paul would be willing to discuss. They would like to have this happen sooner than Oct. 31st and meet in person.

**Rural Health Conference:**

This will be held in Sunriver, October 12 - 14, 2022.

**Finance Committee Report:**

* Catherine is having trouble renewing or finding, Cyber Security insurance. What she is finding are premiums ten times what we paid this year and higher retentions. Some of the quotes she is receiving are coming with strings attached such as extra Cyber Security measures on our system, which would cost even more money to implement. She wanted the Board to be aware of this increase.

**Safety & Quality Committee Report:**

Nurse Staffing Survey:

* A plan of correction was submitted on August 15th, 2022.
* A waiver was submitted to have all techs be counted as nursing staff members.
* A waiver is being considered to include our OB, Med Surg, ICU and ER areas as one department that shares one Chief of Staff, instead of having this counted as separate areas. ER may be harder to include.

**Old Business:**

**ACTION ITEM: CEO Evaluation and compensation:**

 ***Dr. Dan Brown moved to approve a one year commitment for the CEO, with a $300,000 salary. Ann Vloedman seconded, motion passed four to one, with Brad Erbe opposing.***

**New Business:**

None

**Review Priorities of Meeting**:

None

**The Board adjourned at 8:00 pm.**

Respectfully Submitted,

Dan Brown, Board Secretary

**Next Meeting: Wednesday October 5th, 2022 @ 5:30 pm**