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| **Mission Statement**  Enriching lives through better health  **Values**  Compassion – Showing empathy and respect  Integrity – Demonstrating moral and ethical principles  Quality – Achieving the best possible outcome  Safety – Committing to Safe Practices  Teamwork – 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 December 7th, 2022**

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

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

**HCHD Staff Present:** Dan Grigg, Sammie Masterson, Catherine White, Bobby Long, Erik Olson, Elaine Wulff, Dr. Heidi Vanyo, Kathy Huffman

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

**Visitors Present:** Bill Hart, Harney County Judge Elect, Mark Christy, Robin Christy

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

**ACTION ITEM:** **Approval of Board Meeting Minutes of November 2, 2022:**

Correction on Page 3, last paragraph under old business, should read: *“the less board members you have the ~~less~~ more share of the workload occurs”.*

***Dr. Dan Brown moved to approve the meeting minutes of Nov. 2, 2022, as amended. Ann Vloedman seconded, motion passed six to zero.***

**Public Comment:**

No Public Comment

**Review/Discussion:**

**Administrative Report:**

* Service Excellence award winners for this year were, Dr. Trung Nguyen and Dawna Volk.
* Discussions are moving forward with Kaitlyn Patterson, an athletic trainer, for an Athletic Training Program. We have met with school administrators, ESD leadership and our own Physical Therapy, using the trainer in the schools and each organizations role in that. Those organizations have agreed to do a cost share for this. We are looking at the possibility of this starting in March 2023.
* Admin Team has been working on a document for short-notice call-offs, for those critical areas who only have one covered provider at a time. This will most likely be an evolving document.
* In February the American Hospital Association is having the Rural Health Care Leadership Conference in San Antonio, TX. Sharon Davis, Shana Withee and Dan Grigg are going. If anyone else on the Board or Administration would like to go, please let Kathy know by Friday, as that is the deadline for early bird registration.

**Medical Staff Report:**

* There are no credentialing packets for this month.
* Next week at Medical Staff Meeting, we will be having the election for Chief of Medical Staff and Vice-Chief of Medical Staff, so at the January meeting we will announce those for the Board. Also, once Dr. Selby begins in March, she will be attending these meetings.

**Governance Committee Report:**

No additions to the written report.

**ACTION ITEM:** **Retire: Policy 100.060, “Board Communication System”: (*included*- *Please reference Policy 100.070, “Board Meetings”* *Notice, Location, agenda & minutes):***

***Ann Vloedman moved to approve retiring Policy 100.060, “Board Communication System”. Dave Ferre seconded and motion passed six to zero.***

**Finance Committee Report:**

No additions to the written report.

**ACTION ITEM:** **Resolution No: 2023-01, “Resolution for a Significant Audit Finding”:**

***Dave Ferre moved to adopt Resolution No. 2023-01, “Resolution for a Significant Audit Finding”, the Board has reviewed Administration’s decision to not prepare the financial statement internally for the fiscal year ending June 30, 2022. Dr. Dan Brown seconded and motion passed six to zero.***

**ACTION ITEM:** **Finance Committee recommends sending $106,216.60 to the Foundation for the future capital campaign (Physical Therapy Remodel):**

***Shana Withee moved to approve sending $106,216.60 to the Foundation for the future capital campaign for the Physical Therapy Remodel. Brad Erbe seconded and motion passed six to zero.***

**ACTION ITEM:** **Retention Bonus:**

* Explanation: The hospital received Phase 4 Rural Stimulus Funds in the amount of $1,295.265 which we must spend by Dec. 31, 2022. It was decided to use these funds for retaining and recruiting purposes. The Board had approved at an earlier meeting to utilize those stimulus funds for some recruiting incentives and then this month to provide the people who are already employed, a retention bonus. We had estimated that to be a total of $997,861, so that left about $300,000. Our finance team, Pennie Peasley and Hollie Held came up with a plan to pay the remaining funds out, as a retention bonus based on years of service and hours worked. The hospital is kicking in around $60,000 to that. This figure also includes all the expenses that go with this payout. The Finance Committee is recommending that the Board approve.

***Dave Ferre moved to pay out the proposed longevity retention bonus, with the remaining Phase 4 Rural Stimulus Funds, based on employee’s current employment status, for a total of $1,354,321. Ann Vloedman seconded and motion passed six to zero.***

**Safety & Quality Committee Report:**

No additions to the written report

**Old Business:**

**Board Composition**

The Board will consult with the Board attorney for further research and information on how to do a resolution if possible, to move the Board from the current seven member board to a five member board. Discussion, update or action will be at the January 2023 Board meeting.

**New Business:**

Sharon Davis read a letter regarding the November staff turnout, which will be filed with the December Board Minutes.

**The Board adjourned at 6:16 pm.**

Respectfully Submitted,

Dan Brown, Board Secretary

**Next Board Meeting: Wednesday January 4th, 2023 @ 5:30 pm**