

**Mission Statement**

Enriching lives through better health

**True North Statement**

To be the healthcare partner of choice for our community.

**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***

**HARNEY COUNTY HEALTH DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
Wednesday May 3, 2023**

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

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

**HCHD Board Members Absent:** Stuart Boyer

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

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

**Visitors Present:** Bobbi-Jo Hart, Kara Bowen

**Visitors Present via Zoom:** None

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

**ACTION ITEM: Approval of Board Meeting Minutes of April 5, 2023:**

***Ann Vloedman moved to approve the meeting minutes of April 5, 2023 with the word correction hanger to hangar. Shana Withee seconded and motion passed six to zero.***

**Public Comment:**

No comment

**Board Development Article:**

2022 National Health Care Governance Survey Report – Section 6, Board Orientation and Education, AHA Trustee Services

**Review/Discussion:**

**Administrative Report:**

In addition to the written report, here are the following items.

- Dr. Barstow, OB/GYN Surgeon, who has worked in the past, will be taking OB coverage during Dr. Cabala's absence, until May 19<sup>th</sup>. He will be here for back up for any C-Section deliveries. Dr. Barstow had retired and was on an Emeritus Status with the Oregon Medical Board. Dan Grigg gave a thank you to the Oregon Medical Board for fast tracking the Emeritus Status back to Active. Dan also thanked everyone else involved at our facility for the time they put in to also make this happen.

- Compliance Hotline: We have had one response since we went live, and it was a fairly easy issue to resolve.
- We will be conducting an “Active Shooter Drill” on May 17<sup>th</sup> at Triangle Park, Burns.

#### **Medical Staff Report:**

- Medical Staff has recommended that the Board approve those names who are listed on the Board Agenda. Dr. Vanyo noted that the first three providers listed on the initial appointments, are all part of our emergency locums pool to help cover the emergency department, when our regular providers are out for whatever reason.

#### **ACTION ITEM: Initial Appointments:**

*Shana Withee moved to approve the initial appointments, with recommendations from the Medical Staff for, Kelsey Allen, DO Emergency Medicine, Kenneth Dirk, MD Emergency Medicine, Galen Church, DO Family Medicine and Jessica Kubisch, CRNA. Ann Vloedman seconded and motion passed six to zero.*

#### **ACTION ITEM: Re-Appointments:**

*Shana Withee moved to approve the re-appointments, with recommendations from the Medical Staff for, Harry Reynolds, MD General Surgery and Amber Faast, MD Radiology. Dave Ferre seconded and motion passed six to zero.*

#### **Governance Committee Report:**

No additions to the written report.

- Complaint Filings: Both of these were old complaints, but it has taken this long to move through the process.
- There are about 13 remaining Board Policies, out of 39, that need reviewed. Sammie has made some minor edits to some of the policies, and will take those to the Governance Committee for review. If the Governance Committee approves them, then they will be brought to the Board for final approval. Policies need reviewed every two years.

#### **ACTION ITEM: Governance Committee Charter:**

*Dave Ferre moved to approve the Governance Committee Charter. Dr. Dan Brown seconded and motion passed six to zero.*

#### **ACTION ITEM: Board Policy, “Board Member Access to Legal Counsel”:**

*After discussion, this will go back to the Governance Committee to re-work wording and be brought back at the June 7<sup>th</sup>, 2023 meeting.*

#### **Board Educational Options Mid 2023 to Mid 2024:**

- The hope is that at least once a year a board member will choose something that will further educate themselves, from those conferences that are available.

#### **Finance Committee Report:**

- The Consolidated Profit and Loss Statement looks a little different, due to the fact Catherine added columns for variances for the actuals and current month to date to budget. And under Operating Expenses; Catherine added Contract Labor instead of having it combined with supplies and services, since that has been a big topic.

#### **ACTION ITEM: Ordering Ambulance:**

We have been requesting quotes from ambulance manufacturers to replace our oldest ambulance which was purchased in 2003. In requesting those quotes, we are finding that orders placed now are not expected to be filled until the end of calendar year 2025. So we would like to start the purchasing process now to be able to get into the manufacturing companies queue, so we would be able to have delivery and make payment in our fiscal year 2026.

***Dave Ferre moved to approve moving forward with placing an order in the amount of \$258,000, for an ambulance for delivery in the calendar year 2025, with the conditions, that there is no Non-refundable deposit required and that we could have an escape clause should we decide to cancel the order. Dr. Dan Brown seconded and motion passed six to zero.***

**Safety & Quality Committee Report:**

No additions to the written report.

**ACTION ITEM: Safety & Quality Committee Charter:**

After discussion, the Board asked that the last bullet point, on the second page, under Community and Population Health, be removed.

***Shana Withee moved to approve Safety & Quality Committee Charter, with removal of the last bullet point, as discussed. Ann Vloedman seconded and motion passed six to zero.***

**Old Business:**

- DEXA Scan: There was no update for this or what the Hospital Foundation has been able to complete as far as a possible grant. This was put on the June 7<sup>th</sup> agenda as an update.
- Board Retreat will be scheduled after the new Board Members have been brought on.
- Discussion was held on policies regarding CEO Evaluations; what the policies are and how the policies read, regarding how the evaluations should be conducted per those policies.

**New Business:**

None

The Board convened to Executive Session per ORS 192.660(2)(E) for real estate discussion at 6:47 pm.

The Board reconvened from Executive Session at 7:19 pm.

**ACTION ITEM: Real Estate at 280 N. Fairview.**

***Dr. Dan Brown motioned to designate Dan Grigg or his designee, to negotiate on the property adjacent to the hospital, at 280 N. Fairview, not to exceed \$160,000. Dave Ferre seconded and motion passed six to zero.***

The Board adjourned at 7:22 pm.

Respectfully Submitted,

Dr. Dan Brown, Board Secretary

**Next Board Meeting: Wednesday June 7th, 2023 @ 5:30 pm**