

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
SPECIAL BOARD OF DIRECTORS MEETING MINUTES
Friday July 21, 2023 at 9:00 A.M.**

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

Board Members Present: Brad Erbe, Kathy Cook, Dr. Dan Brown, Sharon Davis, Kara Bowen

Board Members Absent: Shana Withee, Debbie Bentz

HDH Staff Present: Bobby Long, Sammie Masterson, Jen Hoke, Kathy Huffman, Keith Yarbrough, Kathy Byram, Jesica Berry, Kaitlin Klawitter, Samantha Yarbrough

HDH Staff Present Zoom: Shirley Gillespie

Brad Erbe called the meeting to order at 9:00 am

The Board Adjourned to Executive Session for the purpose of, final review of interim CEO candidates, per ORS 192.660(2)(a), ORS 192.660(7)(d)(A)-(C) and ORS 192.660(7)(d)(D) at 9:05 am

The Board Reconvened from Executive Session at 12:01 pm.

Discussion on Interim CEO Candidate and Compensation

We have two candidates, Mark Louis Brett from Michigan who has worked in the healthcare industry for 20 years. He brings a lot of qualities that were appealing to the Board, and we felt he would be a good fit for our organization, he is an external candidate. We had one internal candidate, Catherine White our current CFO.

Public Comment:

- + Kathy Byram, EVS Manager, *I have been with the organization for 23 years. I know how well Catherine has done for us, so I am for her.***
- + Samantha Yarbrough, Marketing/Public Relations Manager, *I have not been here as long as Kathy Byram, but I would like to echo what she has stated. I highly recommend Catherine. Also, with her being an internal candidate in general. I have seen a lot of turnover in the short time that I have been here, and I can tell you as an employee it is very difficult to have new leadership coming in now, because although they have the best of intentions, sometimes they will change a lot of our policies and practices which disrupt things. Sometimes making what they feel as a positive change, but then the job doesn't get finished by rolling out the***

change because they leave. So then we are left with a half-finished process. So again, for consistency sake, I strongly recommend going with the internal candidate and advocate for Catherine. I worked with her in incident command all through Covid and felt she was a great leader, a great advocate for our staff, she is very mindful of obeying all the laws and regulations.

- ✚ Keith Yarbrough, I have been an employee here for almost 8 years. I think hiring internally would be great. We need someone who is aware / familiar with our facility and community needs. I don't believe it would be great to outsource this position externally, given the compensation needs that they would have.
- ✚ Jessica Berry, Dietary Manager, I have been here a little over 5 years. I agree with everything everyone has stated before me. Catherine is an amazing person with a lot of ties to the community, very family oriented and very smart.
- ✚ Kathy Huffman, Fin. Admin. Assist. I have worked with Catherine for almost fourteen years. She has always had the best interest of this organization, she has great leadership. She always values what the community and staff have to say. I also concur with what my fellow co-workers have stated. I am in support of Catherine White.
- ✚ Kaitlin Klawitter, Med-Staff Admin. Assist. I have worked here about 3 years and just became the Admin Assistant and Medical Staff Coordinator in December. I feel like Catherine has helped me a lot with my role. She is a really good person, very compassionate, she is also very stern which is something you need as well. I agree with all of my coworkers and feel she is a wonderful candidate and feel that we should go internal for this position.

ACTION ITEM: Interim CEO:

Dr. Dan Brown made a motion that the position of Interim CEO of Harney County Health District be offered to Catherine White, effective for 1 year. Kathy Cook seconded the motion, and motion passed five to zero.

ACTION ITEM: Interim CEO, Contract Negotiations:

Dr. Dan Brown moved that contract negotiations including salary be authorized to the Chair of the Board Brad Erbe and Catherine White, CFO. Kathy Cook seconded the motion.

Discussion:

- ✓ Since Catherine White is the current CFO, should she be involved in the process of the compensation.
 - Ultimately the contract with compensation would be returned to the Board for final approval
- ✓ So there is no conflict of interest with her talking about her on compensation package?
 - To clarify; usually it would be Chair of the Board, legal counsel, HR if needed. Catherine in the CFO role, usually deals with the contracts. So we may have to reword the verbiage. She naturally will be part of the discussion anyway.
- ✓ Legal council may not be needed as we already have draft employment contracts.
 - Legal counsel was a recommendation of Bob Keefer who was at our Board Retreat.
- ✓ As a Board do we want to set a range for the salary, parameters, to be negotiated now? And does our Chair know what those parameters are.
- ✓ August 2, bring back the compensation proposal for the Board to discuss.

After discussion the motion passed five to zero.

Jen Hoke will call Mark today and let him know what the Board decision was.
Brad Erbe will let Catherine know as soon as the Board adjourns.

The Board adjourned at 12:16 pm.

Respectfully Submitted,

Kara Bowen, Board Secretary

Next Board Meeting: Wednesday August 2, 2023 @ 5:30 pm

Not Approved