

**LAKE HEALTH DISTRICT  
BOARD OF DIRECTORS MEETING  
April 8, 2021**

<b>Board Attendance</b>	Don Liddycoat, Chair	John Shine, Treasurer
	Jerald Steward, Secretary	Ken Kestner, Member
	Shirin Sabin, Member	

<b>LHD Staff Attendance:</b>	Charlie Tveit, CEO	Matthew Foster, MD
	Rebecca Farr, HR Dir.	Susan Pointere, Rev. Cycle Manager
	Teresa Squires, CNO	Jen Antle, Executive Asst to the CEO
	Shawn Cosby, Compliance/Risk Manager	
	Carly Remstedt, Clinics Director	

<b>Other Attendance:</b>	Becky McCray, Community Member
	Danielle Jester, Lake County Examiner
	Janine Simms, Aux. President

Don Liddycoat, Chair, called the meeting to order in open session at 6:30 pm and led the Pledge of Allegiance.

**Auxiliary Wish List Items:** Janine Simms, Auxiliary President announced that the Auxiliary had voted to fund the wish list items submitted to them in the Spring of 2020, but was delayed due to COVID. The Auxiliary approved \$800 for new chairs for the cafeteria; \$1,719.45 for Stand-Aid – Sit to Stand lift for patients with leg weakness or unsteadiness; \$1,500 for tablets that residents can video conference with family; \$200 to Public Health for blood pressure cuffs; \$3,150 for EMS Stryker Chair lift. Ms. Simms noted that Public Health withdrew their request as they were able to purchase needed items that were ordered for Lakeview Gardens which they couldn't utilize.

**Consent Agenda Item Approval:** John Shine made a motion to acknowledge and approve the consent agenda items as amended, which include: Minutes of March 2021 meeting, thank you letters and the May 2021 check signing calendar. Jerald Steward seconded the motion. The motion was presented, and Don Liddycoat, Jerald Steward, John Shine, Shirin Sabin, and Ken Kestner voted to pass the motion unanimously.

**Calendar for Check Signing:**

May 5, 2021	Don Liddycoat
May 12, 2021	Jerald Steward
May 19, 2021	Ken Kestner
May 26, 2021	John Shine

**KCC Report:** Allison Samson from the KCC RN program provided an updated that the RN program was approved in 2016 for five years by the Oregon Board of Nursing, and that there were some items that needed to be worked on. The Board audited the program in March and there were no recommendations and the program was approved for ten years. Ms. Samson reported that they are working on a substantive curriculum review, it's now 6 terms not 7 which will save students and college money. Ms. Samson reported that KCC has programmed in the LPN competency program in the first year, and hoping to get Board approval for LPN program, as Klamath and Lake counties still utilize LPNs. Ms. Samson reported that in the five year plan the goal is to seek National accreditation and develop a BSN program. Ms. Samson reported that KCC is also working with Lake District Hospital to offer the C.N.A classes. There were questions and discussion.

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**Financial Reports:** As part of the Financial Report, Charlie Tveit reported that Acute patient count for February was 296, Clinics were 1778 and other outpatient services were 5,436. Gross charges for the month were \$4.3m, average for the year is \$3.8m. Collections on A/R were \$3.6m. Days cash on hand is 79 which includes PPE monies. Net revenue for the month was \$4.3m. Year to date net revenue is \$30.8m, budget is \$33.9m, so we are \$3.1m behind while expenses year to date are \$1m over budget. Year to date net loss to \$2.5m. No fixed assets were purchased so the balance sheet was fairly static month to month.

**Goose Lake Medical/Lakeview Gardens:** Lakeview Gardens had very little change, same struggles since we are limited to admit patients to the facility. Gross charges in long term care were \$206k. Gross charges for assisted living were \$38k. Net revenue for the month was \$218k, Net loss for February was \$165k and YTD is a loss \$1.26m. Lake Health Medical Supply had gross charges of \$38k in February with revenue deductions of \$2,782. Expenses were \$27k; with a net income of \$8,215. Mr. Tveit reported that we have contracted with a respiratory therapist from Burns to assist us, and are using a new program that uses facial recognition to recommend the best type of mask. Mr. Tveit reported that the move to 220 N E has been delayed due to HVAC system supplier was backed up, and we hope to move in June.

Non-budgeted item: Mr. Tveit reported that with Dermatology here and Dr. Wisco planning on Mohs surgery, we need to purchase a microscope for \$9,124.16 for the Histolab. Did not budget for it; but definitely need, and will be a good backup to have as well. Jerald Steward made a motion to approve the microscope purchase as presented. Ken Kestner seconded the motion. The motion was presented, and Don Liddycoat, Jerald Steward, John Shine, Shirin Sabin, and Ken Kestner voted to pass the motion unanimously.

**Medical Staff Update:** Matthew Foster, MD reported that the medical staff approved the St. Charles Cardiology group's credentialing and recommended that the Board approve the privileges as presented. Ken Kestner made a motion to approve the privileging as present. Jerald Steward seconded the motion. Jerald Steward seconded the motion. The motion was presented, and Don Liddycoat, Jerald Steward, John Shine, Shirin Sabin, and Ken Kestner voted to pass the motion unanimously.

**Risk Management Update:** Shawn Cosby, Compliance and Risk Manager provided an update on the compliance program. Mr. Cosby reported that we are reinvigorating the patient advisory committee, want to engage our patients, concerns, compliments, etc. Mr. Cosby reported that he is working on MOU's with Modoc and Surprise Valley for Mutual Aid, etc. Mr. Cosby reported that the State Hospital survey was conducted in June 2019, we received their report in July 2020 and the State accepted our plan of correction in October 2020. Mr. Cosby reported on the incident reporting system and how we have staff working on reducing incidents, such as patient behaviors, documentation issues, etc. Jerald Steward asked that Mr. Cosby provide an update on the types of incidents, or if a particular Department is affected.

**Nursing Report:** Teresa Squires, DNO reported that we are now providing a C.N.A financial incentive, an idea from the RN Contract to identify a difficult to fill shift and offer a \$10/hour incentive to pick up that shift. This was started a week ago and is well received, with people showing more willingness to work those shifts. There were questions and discussion regarding CNA shifts and hours. Ms. Squires reported that we have been interviewing for the Cardiopulmonary Manager and are filling the surgery manager with an interim manager while we

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look to hire someone full-time. Ms. Squires reported that February and March the floor was nearly full, a lot of new babies being born and expecting another boom of babies in May and June.

**Clinic Update:** Carly Remstedt reported that the symptomatic clinic has slowed down, and clinic staff have helped with vaccine clinics. Doctors are very full and busy, and the specialists are coming in on their rotational basis as well. Ms. Remstedt reported that the walk-in clinic hasn't been very busy.

**HR update:** Rebecca Farr, HR Director reported that they are getting ready for the Home Health & Hospice survey and finally transitioned to the Kronos job application process and now all of the HR processes are all online.

**CEO Report:**

- Mr. Tveit reported that town has asked for a letter of support regarding the water treatment plan request for funding. The Board agreed to provide the support.

- Mr. Tveit reported that while we are still working on vaccinating the community, not everyone is interested in a vaccine and have vaccinated not quite 50% of the older population. There were questions and discussion regarding advertising the vaccine.

- Mr. Tveit reported that Chuck Messner, on behalf of EMS received a lift bag system, which can lift vehicles and will greatly help our EMS teams. Mr. Tveit reported that Troy Armstrong, EMS Director would be leaving to move closer to home.

- Mr. Tveit reported that Dr. Chen, internal medicine doctor will be coming the end of April and work two weeks on, two weeks off.

- Mr. Tveit reported we have applied to the state for approval for the Mohs room but are still waiting on approval. We received state approval to modify 4 rooms down the hall of the west wing for PT/OT, primarily for children.

- Mr. Tveit reported that Kristi Albertson does a great job getting our grant funding, and recently EMS received \$10k for simulation training, \$5k to allow EMS to help in ER as available, Mental Health training through the CCO and funding for staff to become certified healthcare interpreters. We are also to the point where her costs are now covered by the grants.

At 8:08 pm, Don Liddycoat called for an executive session under ORS 192.660(2)(a), Personnel, ORS 192.660(2)(c), Medical Staff, ORS 192.660(2)(h), Legal after a 5-minute recess. Present were Don Liddycoat, Chair, John Shine, Treasurer, Jerald Steward, Secretary, Ken Kestner, Member, Shirin Sabin, Member and Charlie Tveit, CEO.

At 9:06 p.m. the meeting reopened in open session and adjourned.

Respectfully submitted,

/s/Jerald Steward  
Jerald Steward, Secretary

/s/ Jennifer Antle  
Jennifer Antle, Recording Secretary

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