

**LAKE HEALTH DISTRICT
BOARD OF DIRECTORS MEETING
October 1, 2020**

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

LHD Staff Attendance: Charlie Tveit, CEO Cheryl Cornwell, CFO
Troy Armstrong, EMS Director Abigail Finetti, RN
Rebecca Farr, HR Director Susan Pointere, Rev. Cycle Manager

Others Present: Danielle Jester, Lake County Examiner

Public Comment: None

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

Consent Agenda Item Approval: John Shine made a motion to acknowledge and approve the consent agenda items, which include: Minutes of September 10, 2020 meeting, thank you letters and the November 2020 check signing calendar. Ken Kestner seconded the motion. The motion was presented, and Don Liddycoat, Jerald Steward, Ken Kestner, Shirin Sabin and John Shine voted to pass the motion unanimously.

Calendar for Check Signing:

November 4, 2020	Jerald Steward
November 11, 2020	John Shine
November 18, 2020	Don Liddycoat
November 25, 2020	Ken Kestner

Financial Reports: As part of the Financial Report for August, Cheryl Cornwell reported that we are still missing some statistical data; Sheila is working with department managers to get those complete. Patient counts were down in August, more so than in July; an unexpected decline after the bounce back we saw in June. In August total patient count was 288, down from 316 in July. Increase in hospital patients, decline in emergency department numbers. All the clinics are running at about 75% of normal. Gross charges were \$3.84m, we budgeted \$4.1m, and prior years average was \$3.44m. Collections were slow again as expected with the Cerner transition; \$1.88m in August, down from \$2.4m in July. Following slow revenue and low collections, days cash on hand has also declined from 81 to 77. On the P&L net revenue was \$3.35m, total expenses were \$3.2m, and net gain for the month of August was \$139k. Very little change from July to the August on the balance sheet.

Unbudgeted items: Charlie Tveit, CEO reported that we can work with Energy Trust and change out the lighting in our facilities but the work must be completed by November 1, 2020. Mr. Tveit reported that the savings will be significant for us and will cost approximately \$35,270 for the hospital but doesn't include the Food share or off-site locations; we will have those costs soon. Mr. Tveit noted that if our staff can't meet the November 1st deadline, we will need to bring in contract labor to assist but will still help our cost overall. Jerald Steward moved to approve the \$35,270 plus the costs to complete the off-site locations once received, as presented. Ken Kestner seconded the motion. The motion was presented, and Don Liddycoat, Jerald Steward, Ken Kestner, Shirin Sabin and John Shine voted to pass the motion unanimously.

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Mr. Tveit reported that we had a critical issue arise yesterday with our HVAC system. The system is called a JACE, is computerized and as the temperatures change, the system automatically adjusts. Usually they last 5-10 years, ours went out yesterday and controls our principal areas such as Acute, Lab, Pharmacy and ED. Until the new part comes in, it will have to be manually adjusted. We hope to receive the replacement in the next 10 days; and cost is \$40k to replace. No vote necessary as we have budgeted for this possibility.

Goose Lake Medical/Lakeview Gardens: Lakeview Gardens had 21 residents in long term care and 9 in assisted living. Gross charges were \$246k for long term care and \$36k for assisted living. Net revenue was \$256k, expenses were \$337k and the net loss was \$80k, much better than the \$164k loss for July but the variance is mainly related to the timing of temp labor invoices we receive.

Ambulance: Troy Armstrong, EMS reported that we took over the Ambulance Service Area (ASA) on September 1 and since that date have been able to offer 24/7 advanced life support to the community, which means there's a paramedic on the initial ambulance sent out. Of the 3 runs that went today, 2 had paramedics and one had an advanced EMT on board. Mr. Armstrong reported that we are currently utilizing three full time staff, 2 paramedics and one EMT, with HR working on an offer for another fulltime paramedic and the Lake County Disaster Unit volunteers as supplementing our needs. Goal is to hire three more full-time staff for 911 calls and to allow us to start the tertiary non-emergent transfers and continue to utilize our volunteer staff. Mr. Armstrong reported that he is currently looking at an E.H.R. system as the team currently using paper charts and as a hospital based EMT unit OHA has mandated use of E.H.R. Looking at a computer dispatch system that will allow our staff to log in to dispatch and see real time data. Mr. Armstrong reported that we have leased seven vehicles from Lake County Disaster Unit; three ambulances two of which are in Lakeview and one in Adel, 1 rescue vehicle that carries gear, jaws of life, etc. and 2 first-response vehicles that are located in Adel and Plush. Mr. Armstrong reported that we are looking to purchase another rescue vehicle that can be used as a response vehicle, currently looking at Chevy Tahoe that was used as a demo vehicle and is already setup and ready for use; and will need another ambulance for transfers when we start that service. Mr. Armstrong reported that will start operating out of the EMS building on October 5th and continue to share with the business office and grow into it as we can. There were questions and discussion.

Emergency Room Update: Abigail Finetti, RN provided an update on the Quality measures regarding stroke data and explained our tracking and state requirements.

Medical Staff Update: In the absence of Timothy Gallagher, M.D., Chief of Staff, Mr. Tveit reported that there is no medical staff update.

CEO Report:

- Mr. Tveit reported that he and Don Liddycoat had received a letter regarding the space that we lease from North Lake. Mr. Tveit reported that when the agreement was signed, there was no rate listed – that was to be determined. They have asked for \$100 per month backdated to September 2018. Mr. Tveit reported this has been paid and we will be utilizing the space and will need more space in Christmas Valley as the County has asked that we no longer use the annex as they have a need for the space. Mr. Tveit reported that North Lake Health District has been approached for additional space rental.

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- Mr. Tveit reported that as of October 1 all CAH rate of Medicaid tax is 6% from the 5.5%. Larger hospitals already pay the 6%; the Federal Government matches those funds 3 to 1 and we receive the funds back in about 5 days.

- Mr. Tveit reported that several months prior, the Food share had asked that modifications be made to the food share building to allow the two local food bank groups to merge. Mr. Tveit reported that we have the quotes, will have to do some plumbing, build a walk-in cooler and freezer to allow them to receive more frozen and perishable foods from the Klamath Food Bank. Mr. Tveit reported that the recent windstorm blew part of the roof off, and we are working to patch that and replace it later. Mr. Tveit reported that the Food share estimated it would cost \$40-50k; but it will cost us approximately \$18k and we have budgeted for these items.

- Mr. Tveit reported that we went live with Kronos for Payroll and will go live for HR/personnel software October 16.

- Mr. Tveit reported we hired a consultant that assisted our physicians with Cerner and that he was very helpful to them. Mr. Tveit reported that we are in the beginning training stages of Cerner for Wellness, and they will go live in April 2021.

- Mr. Tveit reported that last year we had a Public Health Nurse in school once a week. Now with changes in leadership, the school is hiring a full time equivalent school nurse and discussing how that will change for us.

- Mr. Tveit reported that we extended our additional 23 bed license that was valid for six months due to Covid-19 and is valid for another six months.

At 7:47 pm, Don Liddycoat called for an executive session under ORS 192.660(2)(a), Personnel, ORS 196.660(2)(c), Medical Staff, ORS 192.660(2)(h), Legal after a 5-minute recess. Present were John Shine, Treasurer, Jerald Steward, Secretary, Ken Kestner, Member, and Charlie Tveit, CEO.

At 8:48 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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