

**LAKE HEALTH DISTRICT
BOARD OF DIRECTORS MEETING
May 6, 2021**

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

LHD Staff Attendance:	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	

Other Attendance: Danielle Jester, Lake County Examiner
Rhonda Dial, Community Member

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

Public Comment: Rhonda Dial, community member addressed the Board with concerns regarding her property and lack of communication regarding access.

Consent Agenda Item Approval: John Shine made a motion to acknowledge and approve the consent agenda items as amended, which include: Minutes of April 8, 2021 meeting, thank you letters and the June 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:

June 2, 2021	Ken Kestner
June 9, 2021	Shirin Sabin
June 16, 2021	John Shine
June 23, 2021	Jerald Steward
June 30, 2021	Don Liddycoat

Financial Reports: As part of the Financial Report, Charlie Tveit reported that Acute patient count for March was 318, Clinics were 1876 and other outpatient services were 5,857. Gross charges for the month were \$4.5m, average for the year is \$3.9m. Collections on A/R were \$2.8m. Days cash on hand is 74 which includes PPE monies. Net revenue for the month was \$3.3m. Year to date net revenue is \$26m, budget is \$29m, so we are \$3.4m behind while expenses year to date are \$4m under budget. Year to date net loss to \$2.6m. No fixed assets were purchased so the balance sheet is static month to month. Mr. Tveit reported that our losses this year will be made up with the PPP loan forgiveness. Our Auditors are reviewing the completed application now.

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 \$237k. Gross charges for assisted living were \$39k. Net revenue for the month was \$243k, Net loss for February was \$168k and YTD is a loss \$1.43m. Lake Health Medical Supply had gross charges of \$37k in March with revenue deductions of \$3,914. Expenses were \$42k; with a net loss of \$8,738. This is due to software and upgrades. Mr. Tveit reported that we hope to move June 1,

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2021 to the new facility but delays have been due to connectivity for internet, and construction materials.

Unbudgeted items: Mr. Tveit reported that we have a Bariatric Bed needed for Lakeview Gardens and the Hercules Patient repositioning system that were unbudgeted. The Bariatric bed for Lakeview Gardens which is designed for larger patients needs to be replaced. Mr. Tveit reported that they usually cost \$20k, we found a demo bed for \$13k and recommend that we purchase it as the old bed, while not broken, maintenance can no longer get parts for it. Mr. Tveit reported that we can purchase two Hercules patient repositioning systems for \$24k. Teresa Squires, CNO reported that we have two on trial now, and would like to purchase them. Video was shown regarding the system and Ms. Squires reported that they have been very helpful for the nurses and the staff love them. Mr. Tveit noted that we can use COVID money for this type of expense and recommended purchase of the system as well. Jerald Steward made a motion to approve the two purchases as presented. Ken Kestner seconded the motion and asked if we are within budget for purchases with the unbudgeted items. Mr. Tveit reported that we are well below what we budgeted for this fiscal year. 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 did not meet and there were no updates aside from Dr. Chen started last week.

Risk Management Update: Shawn Cosby, Compliance and Risk Manager provided an update on the incident reporting system. Mr. Cosby reported that it breaks down location, type of incident and trends if any in one department vs. another. Mr. Cosby reported that incidents reported vary, but include falls, patient disruptive behavior, and workplace violence. Mr. Cosby noted that we have had a decrease in events over the past five years. At the start of COVID incidents were high, our census was high and that adds to the numbers, as COVID restrictions were in place, this reduced the number of incidents. There were questions and discussion. Mr. Cosby reported that our AVADE program is in place now, and every employee takes one level of training or another depending on their level of interaction with the public. Having security on site has also helped reduce disruptive behaviors.

Nursing Report: Teresa Squires, DNO reported that we have an interim manager in surgery, he is doing well, and has a lot of experience. Ms. Squires reported that we interviewed a cardiopulmonary manager, he has accepted but will be here in a few months. Ms. Squires reported that we have a nursing student here from OHSU doing her final semester and a KCC student in her first year here. Ms. Squires reported that on our patient satisfaction scores for the first quarter, we scored higher than the other Oregon Critical Access Hospitals across all scores.

HR update: Rebecca Farr, HR Director reported that on May 26 and June 7th from 4-7pm we will be holding EVS and Dietary career fairs, where we will answer questions, and assist with any applications. Ms. Farr reported that she will be reaching out to schedule the C.N.A. scholarship interviews.

CEO Report:

- Mr. Tveit reported that the vaccine process for the state is progressing, nationwide there is resistance to the vaccine and Eastern Oregon is leading the non-vaccine rate. Mr. Tveit reported that Lake County is not at the 50% rate for our 65 and older population at this time. Mr. Tveit

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reported that reasons not to vaccinate vary. Mr. Tveit reported that May 15th the staff VA will be at the VFW post to administer vaccine to any veterans.

- Mr. Tveit reported that Ed Keough, CFO and Tyson Lane, EMS Director will both start next week. Mr. Tveit reported that our Respiratory Therapist Manager will start in a few months.

- 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 our new website is nearly complete, still a few tweaks left to complete. Plan to go live next week.

- Mr. Tveit reported we have several jobs we are looking to hire for, Teresa Squires will be stepping down as CNO, have had several interviews so far. The number of COO applications has exceeded 100 so far and will start sorting through them. Mr. Tveit reported that we will be looking for a Revenue Cycle Manager, Susan has agreed to stay on and will transition to a new position.

-Mr. Tveit reported that we have struggled for years with the EVS Department leadership, and through our GPO, Vizient, we have a consultant here to help develop the proper guidelines, protocols, etc. for the department and new managers.

-Mr. Tveit reported that Dr. Chen started last week, he has worked in many small hospitals.

At 7:40 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 8:42 p.m. the meeting reopened in open session and adjourned.

Respectfully submitted,

/s/JeraldSteward

Jerald Steward, Secretary

/s/JenniferAntle

Jennifer Antle, Recording Secretary

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