

**LAKE HEALTH DISTRICT
BOARD OF DIRECTORS MEETING
June 3, 2021**

Board Attendance	Don Liddycoat, Chair Jerald Steward, Secretary Shirin Sabin, Member	John Shine, Treasurer Ken Kestner, Member
LHD Staff Attendance:	Charlie Tveit, CEO Ed Keough, CFO	Rebecca Farr, HR Dir. Teresa Squires, CNO
Other Attendance:	Rob Robbins, Lakeview Gardens DNS and ALF Administrator Danielle Jester, Lake County Examiner	

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

Public Comment: None.

Consent Agenda Item Approval: John Shine made a motion to acknowledge and approve the consent agenda items as amended, which include: Minutes of May 6, 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 7, 2021	Jerald Steward
June 14, 2021	Shirin Sabin
June 21, 2021	John Shine
June 28, 2021	Don Liddycoat

Financial Reports: As part of the Financial Report, Ed Keough, CFO reported that reported that Acute patient count for April was 356, Clinics were 2,028 and other outpatient services were 5,573. Gross charges for the month were \$4.0m, average for the year is \$3.9m. Collections on A/R were \$3.0m. Days cash on hand is 96 which includes PPE monies. Net revenue for the month was \$3.2m. Year to date net revenue is \$29.2m, budget is \$32.5m, so we are \$3.3m behind while expenses year to date are \$3.0m under budget. Year to date net loss to \$2.0m. No fixed assets were purchased so the balance sheet is static month to month.

Resolution 2021-3 Budget Approval: Mr. Keough reported that since the FY2021-2022 budget was approved at the budget meeting, the next step is to pass the budget by resolution which enables us to levy the necessary taxes and adopt our budget. Jerald Steward made a motion to approve Resolution 2021-3 as presented. John Shine seconded the motion. The motion was presented, and Don Liddycoat, Jerald Steward, Ken Kestner, John Shine and Shirin Sabin voted to pass the motion unanimously.

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 \$251k. Gross charges for assisted living were \$30k. Net revenue for the month was \$253k, Net loss for April was \$114k and YTD is a loss \$1.5m. Lake Health Medical Supply had gross charges of \$42k in April with revenue deductions of \$2,892. Expenses were \$31k; with a net surplus of \$7,986.

**LAKE HEALTH DISTRICT
BOARD OF DIRECTORS MEETING
June 3, 2021**

Lakeview Gardens Update: Rob Robbins, RN Director of Nursing for Lakeview Gardens Long Term Care and Assisted Living Administrator provided an update on Lakeview Gardens. Ms. Robbins reviewed CMS quality measures and how items are tracked and why they are important to track. There were questions and discussion. Ms. Robbins discussed the Nurses Aid class that is convening in the next few weeks and the timeline of the training and their state testing. Ms. Robbins discussed the COVID vaccine rates for staff and residents. Visits to the residents are allowed, but must call ahead, and must be outside in the gardens or in the resident room; can't use the common areas at this time.

Surplus Items: Mr. Keough presented some Omni-cell cabinets that were purchased in 2011 and are fully depreciated and no longer usable. Mr. Keough recommended that the board declare them surplus so that we can get rid of the items. Mr. Tveit reported that there is also an old EKG machine that is to be declared surplus as well. Jerald Steward made a motion to declare the Omni-cell cabinets and EKG machine surplus as presented. John Shine seconded the motion. The motion was presented, and Don Liddycoat, Jerald Steward, Ken Kestner, John Shine and Shirin Sabin voted to pass the motion unanimously.

Medical Staff Privileging: Mr. Tveit reported that the medical staff approved Matthew Clark, MD and Lindsey Clark, PA-C's dermatology privileges and Medical Staff recommend the Board approve the privileges as presented. Ken Kestner made a motion to approve the privileges as presented. Jerald Steward seconded the motion. The motion was presented, and Don Liddycoat, Jerald Steward, Ken Kestner, John Shine and Shirin Sabin voted to pass the motion unanimously.

Nursing Report: Teresa Squires, DNO reported that she and Charlie had been combing through applications for her position and hope to have more info in the future. Acute has been on divert, with either too many patients or not adequate staff available to care for the patients we have; but many of the referring facilities are full too. Ms. Squires reported that a lot of babies are due in June; and are training staff to allow us to keep some of the higher level acuities. New Cardiopulmonary manager will be coming the end of July. Infusion services were provided through surgery department and now will be reporting to the ED Manager, and will hire a nurse to handle infusion services.

HR update: Rebecca Farr, HR Director reported that we received 15 applications for the Nurses Aid Class, selected 12 and waiting to hear from KCC if they will accept 2 more than the agreed upon 10. If KCC won't allow 12, 2 will be referred to the next class.

CEO Report:

- Mr. Tveit reported that we have a new website and please provide feedback if there are changes that should be needed; we are now able to make adjustments that we weren't able to do so before.

- Mr. Tveit reported that we are getting ready to start the Summer Lunch Program. Been doing so for five years now. There were questions and discussion.

- Mr. Tveit reported that we have a new software program in Lake County that we helped support, Alertsense. This will allow us to send out alerts to our staff for emergency purposes, etc. Mr. Tveit reported that we are working on testing the system to ensure it is working and to help us be prepared in the event of an emergency.

**LAKE HEALTH DISTRICT
BOARD OF DIRECTORS MEETING**

June 3, 2021

- Mr. Tveit reported that we our lab inspection occurred a week ago and went very well. Anticipating hospital survey and possibly Long-Term Care and Mental Health surveys will happen as well.

-Mr. Tveit reported we have three active Covid cases and has been significantly less over the last few weeks. We continue to have the least vaccinated number of people in Lake County at 38% right now. There were questions and discussion.

-Mr. Tveit reported that we have been interviewing and have been working to recruit additional practitioners. Dr. Chen seems to be working well here. We were set to interview a mid-wife but that has been postponed a bit.

-Mr. Tveit reported that we are in discussion with KCC to expand their EMS training program, to see if we can offer that here.

Ken Kestner asked about working with schools to have a nurse in the schools. Mr. Tveit reported that we are continuing to discuss with the ESD to work on that program.

At 7:34 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 8:07 p.m. the meeting reopened in open session and adjourned.

Respectfully submitted,

/s/JeraldSteward

Jerald Steward, Secretary

/s/JenniferAntle

Jennifer Antle, Recording Secretary

This institution is an equal opportunity provider and employer. If you wish to file a Civil rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866)632-9992 to request the form. You may also write a letter containing all the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202)690-7442 or email at program.intake@usda.gov