

**LAKE HEALTH DISTRICT
BOARD OF DIRECTORS MEETING
August 5, 2021**

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

LHD Staff Attendance:	Charlie Tveit, CEO	Ed Keough, CFO
	Teresa Squires, CNO	Jen Antle, Executive Asst to the CEO
	Tyson Lane, EMS Director	Jinny Neil, Revenue Cycle Manager
	Rebecca Farr, HR Director	

Other Attendance: Clara Morris, AmeriCorps Vista Member
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 which include: Minutes of July 1, 2021 meeting, thank you letters and the August 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:

September 1, 2021	Don Liddycoat
September 8, 2021	Jerald Steward
September 15, 2021	Ken Kestner
September 22, 2021	John Shine
September 29, 2021	Shirin Sabin

Financial Reports: Ed Keough, CFO introduced the new Revenue Cycle Manager, Jinny Niel, who brings 30 years of experience to Lake District Hospital. Ms. Neil provided an update regarding the Wipfli Business Office audit and how she will be working on increasing billing staff as we are currently only at ½ staff. Ms. Neil reported that she will be working to train staff and have productivity goals in place in the next six months. As part of the Financial Report, Mr. Keough noted that these are Draft Financials presented prior to the Audit. The reported that Acute patient count for June was 328, Clinics were 1,981 and other outpatient services were 5,665. Gross charges for the month were \$4.5m, average for the year is \$4.0m. Collections on A/R were \$3.0m. Days cash on hand is 96 which includes COVID Grant monies. Net revenue for the month was \$3.6m. Year to date net revenue is \$36.3m, budget is \$39.1m, so we are \$2.8m behind while expenses year to date are \$1.2m under budget. Year to date net loss to \$760k. No fixed assets were purchased so the balance sheet is static month to month.

Goose Lake Medical/Lakeview Gardens: Lakeview Gardens had very little change, same struggles since we are having a staff shortage. Gross charges in long term care were \$217k.

**LAKE HEALTH DISTRICT
BOARD OF DIRECTORS MEETING**

August 5, 2021

Gross charges for assisted living were \$37k. Net revenue for the month was \$231k, Net loss for June was \$215k and YTD is a loss \$1.9m. Lake Health Medical Supply had gross charges of \$40k in June with revenue deductions of \$5,308. Expenses were \$24k; with a net surplus of \$10,103. YTD LHMS was positive by \$12,356.

Vista Update: Clara Morris, AmeriCorps Vista member provided an update regarding her work on a COVID-19 impacts survey, we assessed county, social determinants of Health, EOCCO population was primary contacts. Ms. Morris discussed programs that we are working to bring to the southern area of the county.

Medical Staff Update: Matt Foster, MD reported that the Medical Staff met and approved the appointment of Amber Faast, MD a Radiologist and Dr. Than, OB/Gyn for a second year of privileges as her first provisional year is completed and recommends the Board approve the privileges as well. Jerald Steward made a motion to approve Dr.'s Faast and Than's privileges as presented. John Shine 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.

Teamsters Contract: Mr. Tveit reported that the Teamsters members approved the contract and the Board now needs to ratify the agreement. Mr. Tveit recommends that the Board approve the contract. John Shine made a motion to ratify the contract 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.

Nursing Report: Teresa Squires, CNO reported that we still need a permanent surgery manager, we thought we had someone hired a pulmonary services manager, but he pulled out, and we have a respiratory therapist that is leaving in a few weeks. Cardiac Rehab is doing well, as is the Sleep Lab. Mr. Kestner asked if we have anyone hired for the MRI position. Mr. Tveit reported that we are still looking.

EMS Equipment Purchase: Tyson Lane, EMS Director reported that we are near the end of the one year lease agreement with the Disaster Unit and recommends that we buy out the equipment that we lease. Mr. Lane reported that he used a fair market value analysis. Mr. Lane listed the equipment and costs. Mr. Tveit reported that we have three options: continue the lease, buy out at fair market value, or we buy equipment from another source. Mr. Tveit noted that we are asking that we be allowed to negotiate with the Disaster Unit. There were questions and discussion. Mr. Lane recommends that we make an offer to the Disaster Unit, and next spring we purchase a new ambulance and set up a cycle to replace the vehicles. Mr. Tveit reported that we estimate fair market value to buy the equipment from the Disaster Unit is about \$216k and we are also working on grants for equipment. Jerald Steward asked for a list of items and costs. Jerald Steward made a motion to authorize negotiations with the Disaster Unit for approximately \$216k for the equipment buy out. 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.

Ken Kestner asked Mr. Lane how staffing and volunteers are working out. Mr. Lane reported that it is going very well.

CEO Report:

- Mr. Tveit reported that Piper Marks, our grants manager, provided an update on our grants. Mr. Tveit reported that he will email the 7 page update to the Board. Based on grants Kristi Albertson

**LAKE HEALTH DISTRICT
BOARD OF DIRECTORS MEETING**

August 5, 2021

had applied for, we have been working on food insecurity In Lake County and the renovations to the Foodshare will help. Mr. Tveit reported that the Backpack program for children has been vital in the Northern area of the county and could help in the south as well.

- Mr. Tveit reported that the Governor has come out with a policy that all healthcare workers must be vaccinated or test weekly. Mr. Tveit reported that we have to have a plan in place by the end of the month and have to report regarding this to the state.

- Mr. Tveit reported that we have had some changes in our departments, Sheila Gage, our Medical Records Director who has been with us for forty-five years is retiring tomorrow and we have promoted Blanca Hudson to manager; one of our RN's who has been here for about 6 years, has been studying to become a Psychiatric Mental Health Nurse Practitioner, Amy Theall, PMHNP and has recently graduated and will start Monday. This provides a combined opportunity for us and Warner Mountain Medical Clinic, where she will work part-time.

- Mr. Tveit reported that our Assisted Living Facility was surveyed this week, there are usually on average of 17 items to work on according to the surveyors; we were told verbally we have 5.

- Mr. Tveit reported that both of our CRNA'S have given notice and we are actively looking to replace them.

At 7:42pm, 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, Shirin Sabin, Member; Ken Kestner, Member, and Charlie Tveit, CEO.

At 8:23 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