

**LAKE HEALTH DISTRICT
BOARD OF DIRECTORS MEETING
March 3, 2022**

Board Attendance Don Liddycoat, Chair John Shine, Treasurer
Ken Kestner, Member

LHD Staff Attendance: Charlie Tveit, CEO Ed Keough, CFO
Rebecca Farr, HR Director Shawn Cosby, RM\Compliance
Suzie Philbeck, Exec. Asst. Alena Acklin, Quality

Other Attendance: Rhayanna McLain, MaryAnn McLain, Alexis Bryant, Kevin Winter & 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: Ken Kestner made the motion to acknowledge and approve the consent items February 10, 2022, meeting, and April 2022 check signing calendar. John Shine seconded the motion. The motion was presented, and Don Liddycoat, John Shine, and Ken Kestner voted to pass the motion unanimously.

Calendar for Check Signing:

April 06, 2022	Don Liddycoat
April 13, 2022	Shirin Saban
April 20, 2022	Ken Kestner
April 27, 2022	John Shine

2021 Audited Financial report by Wipfli:

Dave Imus and Eric Volk presented the findings of the audit. Recording of presentation is the Board-Recording-2022 file.

Financial Reports:

Ed Keough, CFO, reported Acute patient count for December was 280, Clinics were 1,986 and other outpatient services were 5,589. Gross charges for the month were \$4.2m. Collections on A/R were \$2.4m. Days cash on hand is 103. Net revenue for the month was \$2.8m. Year to date net revenue is \$21.3m, budget is \$23.0m, so we are \$1.7m behind while expenses year to date are \$66k under budget. Year to date net surplus is \$3.7m.

Mr. Keough presented the 2022-23 Budget Assumptions and Advisory Committee to the Board, discussion and questions were entertained. Draft to be completed by May for review at the Budget Committee, then the budget will be presented to the Board at the regular June meeting. Ken Kestner made the motion to approve the budget assumptions and timeline for submission to Board. John Shine seconded the motion. The motion was presented, and Don Liddycoat, John Shine, and Ken Kestner voted to pass the motion unanimously.

**LAKE HEALTH DISTRICT
BOARD OF DIRECTORS MEETING
March 3, 2022**

Mr. Keough presented the budgeted purchase of the Hologic 3D Mammogram machine and the need to separately approve the financing for First America, discussion and questions were entertained. John Shine made a motion to approve the \$336k to finance the purchase of the Hologic 3D Mammogram. Ken Kestner seconded the motion. The motion was presented, and Don Liddycoat, John Shine, and Ken Kestner voted to pass the motion unanimously.

Goose Lake Medical/Lakeview Gardens:

Ed Keough, CFO, reported gross charges in long term care were \$222k. Gross charges for assisted living were \$34k. Net revenue for the month was \$259k, Net deficit for January was \$145k and YTD is a deficit of \$1.2m. Lake Health Medical Supply had gross charges of \$50k in January with revenue deductions of \$7k. Expenses were \$32k; with a net surplus of \$10.6k YTD LHMS was positive by \$63.2k.

Daly Days Community Health Fair:

Suzie Philbeck reported that the planning for the return of Daly Days on June 25, Saturday is in full swing. This will be the 100-year anniversary of the first awarding of the Bernard Daly scholarship. In honor of this we chose the theme "Celebrating a Century of Care". Vender invitations are going out by, March 10 and the request for road closure will be heard at the next town meeting (March 8).

Quality Report:

Alena Acklin works on implementing data analytics with existing quality measures. LHD chose Microsoft Power BI as a tool to analyze our data, with Readmission measures as an example (reason for readmission, diagnosis, length of stay, providers' personal readmission rates). For 2022 plans to analyze Lake Health Clinic's screening measures to improve scores.

Risk Management\Compliance:

Shawn Cosby addressed changes to Lake Health Districts Risk management procedures including:

- Transfer of Security Management responsibilities from Justin Westcott to Shawn Cosby,
- Hiring of Scott Norby as Security Supervisor – To provide additional coverage of security services and security personnel oversight
- Training of Screener personnel in patient transferring and proper lifting techniques to assist patients to and from their appointments and lower the risk of patient falls or accidents.

John Shine made the motion approve the adoption of the LHD Corporate Compliance Program updates and the LHD Code of Conduct updates. Ken Kestner seconded the motion. The motion was presented, and Don Liddycoat, John Shine, and Ken Kestner voted to pass the motion unanimously.

Medical Staff Update:

In the absence of Dr. Chang, Chief of Staff, Charlie Tveit reported that there were no updates this month.

**LAKE HEALTH DISTRICT
BOARD OF DIRECTORS MEETING
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Nursing Report:

In the absence of Teresa Squires, CNO, Charlie Tveit reported that the ongoing installation of the new call light system is going well.

Human Resources:

Rebecca Farr, HR Director, reported that Friday, March 4 at noon that LHD will be holding a moment of silence in memory of Dr. Foster out in front of the hospital. HR will also have two new staff members coming aboard in the next week.

CEO Report:

Mr. Tveit reported on the recent State COVID mask mandate that is removing the requirement for indoor masks in buildings on March 11 will not include medical facilities. He also mentioned that the availability of home test kits which are currently being passed out to employees as well as the public upon request.

Mr. Tveit reported that an invite for meeting times will be sent out for the 1st Quarter Strategic planning meeting as this needs to be occur within the next 30 days.

Mr. Tveit reported that physician recruitment is ongoing, and Dr. Chiagoziem Ndulue is a doctor that did a rotation here during residency and is a Family doctor with additional training in OB GYN. She will start doing a week (hopefully monthly) and will be able to rotate with Dr. Than and will be able to cover ER as well. Dr. Chen (Internist) is looking to increasing his schedule to 2 weeks a month here. Both will allow us to better serve the community.

Mr. Tveit discussed the upcoming EMS program for the local 7th & 8th graders introducing them to the dangers of drinking and driving. The Prom Night program will be held May 17th & 18th, 2022.

At 8:06 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, Ken Kestner, Member and Charlie Tveit, CEO.

At 8:33 p.m. the meeting reopened in open session and adjourned.

Respectfully submitted,

/s/JeraldSteward
Jerald Steward, Secretary

/s/SuziePhilbeck
Suzie Philbeck, Recording Secretary

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