



Board of Directors Meeting Minutes
May 4, 2023, 6:30PM Lake District Hospital
Lake Health District

Board Attendance: Don Liddycoat, Chairman, via Zoom Jerald Steward, Secretary
John Shine, Treasurer Shirin Sabin, Member

LHD Staff Attendance: Charlie Tveit, CEO Dr. Scott Graham, Chief of Staff
Tory Coe, DON Mickie Golken, DNS
Kim McFall, Cardiopulmonary Heidi Martinez, Behavioral Health
Shawn Cosby, Compliance Holly Fairburn
Justin Westcott, Plant, via Zoom Tina Burnekis, Plant via Zoom
Blanca Hudson, Revenue Cycle, via Zoom

Others in Attendance: Jennifer Antle, Jane O’Keefe, James Williams, Dala Pardue, Rene Russell, via Zoom, and Daniele Jester, Lakeview Examiner.

Jerald Steward, Secretary, 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 the motion to approve the consent agenda items (which included the April 6, 2023, meeting minutes and the June 2023 check signing calendar). Shirin Sabin seconded the motion. The motion was presented, and Don Liddycoat, Jerald Steward, John Shine, and Shirin Sabin voted to pass the motion unanimously.

Calendar for Check Signing:

June 7, 2023	Shirin Sabin
June 14, 2023	Jerald Steward
June 21, 2023	John Shine
June 28, 2023	Don Liddycoat

Acknowledgement: Jerald Steward announced the recent resignation of Ken Kestner from the Board and acknowledged the many years of service Ken has served during his two different terms on the Board. Jerald said Ken had helped and challenged him and decisions were better because of this.

Jerald also acknowledged the role of the hospital Auxiliary and how much he appreciated all of the volunteers, especially Ellen who did such a great job with the recent card party. All contributions to the hospital are most appreciated.

Education update: Holly Fairburn gave a comprehensive update on all the numerous CRP, BLS, AVADE, First aid and other classes being taught thru the education department. She noted that classes were



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available to many in the government and private sectors in the community. The auxiliary has donated manikins used in the CPR classes which are most appreciated. There were questions and answers.

Financial Reports:

March 2023 LHD Financial Report

Charlie Tveit gave the finance presentation as Ed Keough, CFO had resigned on Monday. He noted that the Budget Committee meeting will be held on May 17, 2023, and if the budget is not approved on that date, a 2nd meeting will be held on May 24. Charlie reported the Acute patient count for March was down by 15% over the previous year. The use of traveler nurses has unfortunately increased due to staff health issues. Outpatient volume in lab and rehab has continued to be lower although radiology has been up. While the revenue cycle staff have been working very hard, it has been very difficult to collect on services delivered. Two programs have been initiated to improve this, Experian and a Cerner program called ORCA. It is hope these will improve billing and collection processes. Days cash on hand are now at 19. There was a \$413,000 loss in March; utilities were up over \$250,000 due to the geothermal system now functioning and IT costs were greater than budgeted.

Goose Lakes Medical Services:

Charlie Tveit reported gross charges in long term care were \$139k. Gross charges for assisted living were \$64K resulting in Net revenue for the month of \$180k, Expenses were \$365k, causing a deficit for March of \$185k and YTD is a deficit of \$1,190m. Lake Health Medical Supply had gross charges of \$50k in March with Net revenue of \$50k. Expenses were \$40k; with net income of \$10k YTD LHMS was positive by \$88k.

Don Liddycoat expressed his thanks to the revenue cycle staff for all the hard work they have been doing to assist the District.

BHRN Grant Building Purchase:

Charlie Tveit, CEO presented a report on the behavioral health responsibilities the District contracted with Lake County to provide. He noted that Heidi Martinez is the Executive Director of the Community Mental Health Program, and that Kim Humann MD is the Medical Director. The M110 grant the County received is \$1.2 million to be used for the BHRN program and that the money can not be used to build a facility, just rent or purchase. As requested at a previous Board meeting, two estimates of the costs of a roof replacement were obtained, coming in at \$361,000 and \$400,000. It is not clear what the future allocations from the State for the BHRN program are, but Charlie stated it is a priority of the Governor.

Justin Westcott presented his concerns about the project and the concerns that District funds would be used to maintain the building. His concerns were shared by Blanca Hudson. Other staff members voiced their concerns about the project.

Following the discussion, Charlie recommended the Board approve the purchase of the Heryford Building with the M110 funds. Don Liddycoat made the motion to approve the purchase of the Heryford Building, John Shine seconded the motion. The motion was presented, and Don Liddycoat, Jerald Steward, John Shine, and Shirin Sabin voted to pass the motion unanimously.

Medical Staff Report:



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Chief of Staff, Dr. Graham, had no report.

Long Term Care Report:

Mickie Golken RN, reported there are 1-2 admissions per week and the 2nd house is now open. Staffing continues to be a problem and a new CNA class will begin in June.

CEO Report:

Charlie Tveit, CEO, reported that Sheila Gage will now finally be able to retire as we have hired Donna Boatman as the new Health Information Manager, starting next week. He also noted that an additional anonymous donation had been made toward the scholarship endowment fund, bringing the total amount approximately \$978,000 which is managed by the Oregon Community Foundation. Charlie noted we continue to have problems with our Cerner software, now Oracle Health but they are working to correct some of the issues.

Adjournment:

At 7:31 PM, Jerald Steward called for the meeting to be adjourned.

Respectfully submitted,

Jerald Steward, Secretary

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