



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

Board Attendance: Don Liddycoat, Chairman; Jerald Steward, Secretary; John Shine, Treasurer; Jane O’Keeffe, Member; Jennifer Antle, Member

LHD Managers in Attendance: Charlie Tveit, CEO; Lisa Paquet, Clinics Director; Shawn Cosby, Compliance; Tory Coe, DON; Tyson Lane, EMS Director; Amron Lym, Rehab Director; Kim McFall, Cardiopulmonary; Mickie Gocken, DNS; Quentin Wilson, Supply Chain; Judy Clake, Public Health Director; Tara Geil, Dietician; Karen McClain, Clinic Supervisor.

Others in Attendance: See attached sign in sheet.

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

Oath of Office: Don Liddycoat, Chairman, administered the Oath of Office to re-elected board member, John Shine, and newly elected board members, Jane O’Keeffe and Jennifer Antle.

Election of Officers: Jerald Steward nominated Don Liddycoat to continue as chairman of the board. John Shine seconded the motion. The motion was presented, Don Liddycoat, Jerald Steward, John Shine, Jane O’Keeffe, and Jennifer Antle voted to pass the motion unanimously.

Don Liddycoat nominated Jerald Steward to continue as secretary of the board. John Shine seconded the motion. The motion was presented, and Don Liddycoat, Jerald Steward, John Shine, Jane O’Keeffe, and Jennifer Antle voted to pass the motion unanimously.

Don Liddycoat nominated John Shine to continue as treasurer of the board. Jerald Steward seconded the motion. The motion was presented, and Don Liddycoat, John Shine, Jerald Steward, Jane O’Keeffe, and Jennifer Antle voted to pass the motion unanimously.

Jennifer Antle was appointed to the vacant GLMS Board position, reserved for a current LHD Board Member.

Board Reports: John Shine offered an update to the community regarding Home Health & Hospice. John has reached out to community members and the Collins/McDonald Foundation to review a proposal to keep Hospice services up and running.

Jane O’Keeffe updated the LHD Board about her recent contact with Senator Findley and Representative Owens regarding the possibility of cost-based reimbursement for the Long Term Care Facility. Next steps would be to present the issue at hand to the Oregon Legislative Emergency Board, which meets in September.

Public Comment:

Many thoughts and opinions were voiced by numerous community members about several concerns including the Heryford Building Purchase, Goose Lakes Medical Services, Lakeview Gardens, billing and



revenue cycle, and employee compensation. A robust dialogue ensued with board and community members.

Don Liddycoat thanked all the community members for their comments.

Following public comment, Don Liddycoat polled Board Members regarding using the BRNH Grant to purchase the Heryford Building. The Board opted to table the decision on purchasing the building.

Consent Agenda Item Approval:

John Shine made the motion to approve the consent agenda items (which included the June 8, 2023, meeting minutes and the August 2023 check signing calendar). Jerald Steward seconded the motion. The motion was presented, and Don Liddycoat, Jerald Steward, John Shine, Jane O’Keeffe, and Jennifer Antle voted to pass the motion unanimously.

Calendar for Check Signing:

August 2, 2023	Don Liddycoat
August 9, 2023	Jen Antle
August 16, 2023	Jane O’Keeffe
August 23, 2023	John Shine
August 30, 2023	Jerald Steward

Approval of 2023 Governance Policy:

Jane O’Keeffe made the motion to approve the 2023 Governance Policy. Jennifer Antle seconded the motion. The motion was presented, and Don Liddycoat, Jerald Steward, John Shine, Jane O’Keeffe, and Jennifer Antle voted to pass the motion unanimously.

Financial Reports:

May 2023 LHD Financial Report

Charlie Tveit, CEO provided the financial report, noting that Net Revenue for the month of April was \$3,063,658, expenses were \$3,271,364, with a loss of \$207,706 for the month and a loss of \$3,198,967 for the year. Charlie noted there are 12 RN opening at the hospital, not including RN openings at the clinic. Charlie also noted the Quiessence Business Support Services (QBSS) has been contracted to assist with Revenue Cycle, along with having Experian and Cerner ORCA engaged and working to improve Revenue Cycle.

Goose Lakes Medical Services:

Charlie Tveit presented the financial report for Goose Lake Medical Services, noting that Gross Revenue in Long Term Care was \$167,496 and gross revenue for Assisted Living was \$56,270. Net revenue for the month was \$208,951, expenses were \$346,407, causing a deficit in May of \$137,456. YTD deficit is \$1,965,833. Lake Health Medical Supply had a net revenue of \$50,848 in May with expenses at \$32,891; resulting in a net profit of \$17,957 for the month, and YTD was positive by \$115,337.



Medical Staff Report:

Review and vote on updated Medical Staff ByLaws:

John Shine made the motion to approve the updated Medical Staff ByLaws, as approved by the Medical Staff on June 15th. Jerald Steward seconded the motion. The motion was presented, and Don Liddycoat, Jerald Steward, John Shine, Jane O’Keeffe, and Jennifer Antle voted to pass the motion unanimously.

Nursing Report:

Tory Coe, RN, DNS, reported they are working diligently on documentation accountability through educating staff to ensure efficiency and accuracy for proper billing. Also noting, swing bed population is up.

Department Managers Report:

Lisa Paquet, Clinics Director, wanted to commend staff for their hard work and commitment to community care.

CEO Report:

Charlie Tveit reported we received a grant for the Office of Rural Health to host Jamie Orlikoff at Lake Health District on August 29, 2023, for a Board training. The training will be from 10AM - 2PM.

Charlie reported that he is working on the closure process for Long Term Care and Assist Living. He has been meeting with the State to review each resident’s case. We currently have 9 residents in Assisted Living, and 14 residents in Long Term Care.

Charlie reported that Warner Mountain Medical has a new resident, Dr. George Brown, from Cascades East Family Care. He will be with them and at the LHD campus for 5 weeks.

Lastly, Charlie reported that it is inventory time for the fiscal year and thus far supply chain has had \$248K worth of supplies (totaling 1,172 items) with 97.95% accuracy with their inventory. Excellent job, supply chain.

Adjournment:

At 7:56 PM, the meeting was adjourned. At 8:09PM, Don Liddycoat called for executive session per ORS 192.660(2). At 8:44PM the meeting reopened in open session, then adjourned.

Respectfully submitted,

Jerald Steward, Secretary

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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