



Board of Directors Meeting Minutes  
November 2, 2023, 6:30PM Lake District Hospital  
Lake Health District

**Board Attendance:** Don Liddycoat, Chair; Jerald Steward, Secretary; John Shine, Treasurer; Jane O’Keeffe, Member; Jen Antle, Member

**LHD Managers in Attendance:** Prahalathan Cumarasamy, CFO; Donna Boatman, HIM Director; Shawn Cosby, Compliance Officer; Tory Coe, DON; Quentin Wilson, DME, EVS & Supply Chain Director; Tara Geil, Director of Dietary; Charlie Tveit, CEO, via Zoom

**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. Don then stated public comment would be postponed until after the manager’s report.

**Consent Agenda Item Approval:**

Jane O’Keeffe made the motion to approve the consent agenda items (which included the October 5, 2023, meeting minutes and the December 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:*

December 6, 2023	Jerald Steward
December 13, 2023	Jane O’Keeffe
December 20, 2023	Don Liddycoat
December 27, 2023	TBD

**Financial Reports:**

*September 2023 LHD Financial Report*

Prahalathan Cumarasamy, CFO, began by informing Board Members and the community that 3 months ago there was nearly \$3M in uncollected revenue. Today, we are in a better place with a net contribution margin of over \$1M. Prahalathan then provided the financial report, noting the net revenue for the month of September was \$4,192,166 and expenses were \$3,161,934, for a net income of \$1,030,232 and a YTD net income of \$2,483,971. Prahalathan also noted we currently have 18 days cash on hand, Lakeview Gardens had a loss of \$35,342 for the month of August, and Lake Health Medical Supply was positive \$11,373 for the month.

**Board Committees Report:**

Don Liddycoat, Chair, reported John Shine and Jerald Steward have been selected for the “New Board Member Search Committee” – the purpose of the committee is to select the best applicant for the departing board member, Jen Antle’s, position. Don also reported that they have formed a “CEO Search Committee”. Committee members include Jane O’Keeffe, Judy Graham, Chuck Kelley, and himself.



Board of Directors Meeting Minutes  
November 2, 2023, 6:30PM Lake District Hospital  
Lake Health District

Jane O’Keeffe, Board Member, reported she recently attended the Hospital Association of Oregon Rural Advocacy Days in Washington D.C. where she attended CMS, USDA, HHS, and Cyber Security meetings. Hot topics included appropriations for rural hospitals, issues with loan repayments, travelers, HC workers in the workplace facing assault and intimidation, strengthening rural access, and advocating for no more payment cuts. Jane also noted that other districts are struggling with similar stressors that we are currently facing.

**Medical Staff Report:** N/A

**Klamath Community College Agreement:**

Charlie Tveit, CEO, reported that Lake Health District’s relationship with Klamath Community College helps immensely with employees at our health district; noting LHD invests approximately \$110-120,000 annually. With the education relationship, LHD can train nurses and CNAs onsite, vs. traveling to Klamath Falls. Charlie informed the board that the new agreement with KCC is a continuation of the prior agreement. Tory Coe, DON, expressed what an asset this relationship is to LHD by offering an education opportunity in our community for vested residents to have a career in healthcare. In 2023, there were 7 CNA students, with 6 ready to take the licensing exam and 1 licensed and currently working as an LPN. Since 2015, there have been 8 nursing graduates, 6 of whom are currently employed by LHD. Currently, there are two second year nursing students and three first year students. As there continues to be a shortage of RNs, with 15 full-time positions open, Tory stated, “This education bridge is our pipeline to nurses in the community.” With that, John Shine made the motion to approve the KCC agreement. Jerald Steward seconded the motion. The motion was presented, and Don Liddycoat, Jerald Steward, John Shine, Jane O’Keeffe, and Jen Antle voted to pass the motion unanimously.

**Department Heads Report:**

Heidi Martinez, Director of Behavioral Health, reported there are currently 407 BH clients, with the department holding steady.

**CEO Report:**

Charlie Tveit, CEO, reported the Food Share building was donated to LHD several years ago and the roof is in dire need of replacement. We have reached out and requested grants from several foundations for the roof replacement (estimated at \$140K). So far, the district has received \$30K from the Roundhouse Foundation, \$30K from the Ford Foundation, \$25K from the Oregon Community Foundation, and \$40K from the Collins McDonald Fund to put toward the new roof. Charlie then reported issues with the geothermal system. Currently, the system is only producing 15% volume for heat. Discussions have transpired about solutions, including possibly drilling another well; however, Charlie stated that if the service is not provided, we will likely not continue to pay the town for the service. Charlie then reported we went live with Experian today; the Board approved the add on to Cerner to expedite claims more efficiently and accurately. Lastly, Charlie reported we have received approval from the State and Federal Government to provide home health services through the rural health clinic, and the Collins McDonald Fund has generously donated \$300K to offset costs of providing the services for the first year.



#### Medical Staff Privileging:

Don Liddycoat presented new a privileging appointment for Pathologist, Anna Dolezal, MD and re-appointments for the following Radiologists: Benjamin English, MD; Amber Faast, MD; Chrisophter Coleman, MD; Stephen Haltom, MD; Steven Michel, MD; Steven Carrol, MD; Theodore Jennermann, MD; Casey Curran, MD; Jozef Broynza, DO; Michael McLaughlin, MD; Nicholas Branting, MD; Dana Mann, MD; David Greenberg, MD. **Jen Antle made a motion to approve the Provider's privileges. John Shine seconded the motion. The motion was presented, voted on, and passed unanimously.**

#### Public Comment:

Community members requested a microphone because it is difficult to hear board members and staff when they speak at the board meetings. Other inquiries about the new CEO search, the BHRN grant, status of the Alturas Clinic, Goose Lake Medical Services Board, the COIC building, and a request for the website to please be updated.

#### Adjournment:

At 7:30PM, Don Liddycoat called for an executive session and open session was adjourned. After a recess, the executive session began. Following the executive session, the meeting reopened into open session and was adjourned at 7:56PM.

Respectfully submitted,

---

Jerald Steward, 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](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](mailto:program.intake@usda.gov)