WHITE RIVER HEALTH DISTRICT
1605 GEORGE JACKSON RD., MAUPIN, OR
BOARD OF DIRECTORS SPECIAL MEETING
July 7, 2023 MEETING MINUTES
(MEETING WAS HELD iN PERSON AT THE CLINIC, WITH ZOOM OPTION)

BOARD MEMBERS PRESENT: Sue Knapp, Allison Bechtol, Melissa Napoli, Julie Whetzel
BOARD MEMBERS ABSENT: None
GUESTS: Dennis Richey (arrived at 10:39)
DRHC: Shelby Dumire

I. CALL TO ORDER:

The meeting was called to order at 10:02 am by the Chair, Sue Knapp. Meeting was recorded.

II. OATH OF OFFICE FOR NEW BOARD MEMBERS:

Allson Bechtol, Melissa Napoli and Julie Whetzel read aloud the WRHD Oath of Office. Each of them will provide Lindsay with a signed copy to be kept on file.

III. ROLES AND RESPONSIBILITIES OF BOARD MEMBERS:

Sue provided each member with a copy of the "WRHD Board of Directors Responsibilities" document and summaries of the OR Statutes that pertain to Special District Boards. The document was discussed in detail, with emphasis on the primary responsibility of Board Members is to the taxpayers of the WRHD.

Sue gave an overview of the history of the White River Health District, from its formation to the present day. Board members were provided a copy of the current "Deschutes Rim Health Clinic/White River Health District Organizational Chart" and names and roles of personnel were discussed.

Sue provided Board Members with a copy of the "WRHD 2022-23 Annual Goals" developed in July 2022. The progress made toward meeting goals was discussed, as were potential goals for next year (to be determined at the July 27 Regular Meeting).

Sue double-checked that all Board members had certain key documents in their binders that should be reviewed prior to the first Regular Board meeting at the end of the month.

Sue provided all Board Members with a copy of WRHD Policy OP-04, "Confidentiality Policy/Code of Conduct and Professional Ethics." After review, each Board member will submit a signed copy to Lindsay to be kept on file.

IV. BOARD OFFICER ROLES AND RESPONSIBILITIES AND ELECTION OF OFFICERS

The WRHD has 3 primary Officers: Board Chair, Vice Chair, and Secretary. The roles and responsibilities of each were discussed. Following discussion,

- Board Chair: Allison Bechtol moved to appoint Sue Knapp as Board Chair for FY 23-24. Julie Whetzel seconded. Allison, Melissa and Julie voted aye. Sue abstained.

- Board Vice Chair: Sue Knapp moved to appoint Julie Whetzel as Board Vice-Chair for FY 23-24. Melissa Napoli seconded. Allison, Melissa and Sue voted aye. Julie abstained

•Board Secretary: Sue Knapp moved to appoint Allison Bechtol as Board Secretary for FY 23-24. Melissa Napoli seconded. Sue, Melissa and Julie voted aye. Allison abstained.

Admin Assistant Lindsay Roper will be in contact with Board members regarding ordering of business cards.

V. SET DATE/TIME for JULY REGULAR MEETING:

Based upon Board Members' work schedules and Clinic operations, it was agreed that going forward, Regular Board Meetings will be held in the Conference Room at the Clinic at 4:30 pm on the 4th Thursday of the month. Therefore, the July Regular Meeting will be on July 27 at 4:30pm. The public may attend in person or via Zoom.

VI. PUBLIC COMMENT: Dennis Richey gave some helpful feedback regarding difficulties using the Clinic Phone Tree and requested clarification regarding some conflicting information he heard from community members.

VII. ADJOURNMENT OF DISTRICT BOARD MEETING: Sue Knapp, Board Chair, adjourned the July 7 2023 Special Board Meeting at 11:28 am. The next regular board meeting is July 27 at 4:30

ATTESTATION:

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Sue Knapp, Board Chair

Attest:

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Julie Whetzel, Interim Board Secretary