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WHITE RIVER HEALTH DISTRICT
DESCHUTES RIM HEALTH CLINIC
OARD OF DIRECTORS REGULAR MEETING
July 26, 2023 MEETING MINUTES

1605 GEORGE JACKSON RD.
PO BOX 219, MAUPIN OR 97037
www.deschutesrimhealthclinic.org

BOARD MEMEBERS PRESENT: Sue Knapp, Julie Whetzel, Melissa Napoli, Allison Bechtol
BOARD MEMBERS ABSENT: None
GUESTS: Kathy Smith, Bonne Windom, Rod Woodside

I. CALL TO ORDER:

The meeting was called to order at 4:43 pm by the Chair, Sue Knapp. Meeting was recorded.

II. **CONSENT AGENDA (Action)**

A. Approve June 22, June 29 and July 7 Meeting Minutes. Allison Bechtol moved to approve the June 22, June 29 and July 7 Minutes. Melissa Napoli seconded. All ayes. Motion carried.

III. **FINANCIAL REPORTS (Action)**

A. Discuss and Approve June 2023 Financials. The June Month End and Profit and Loss statements were shared. Feedback requested. Following discussion, Sue Knapp moved to approve the June Financial Reports. Allison Bechtol seconded. All ayes. Motion carried.

IV. **NEW BUSINESS**

A. Audit(s) Update (Information/Action): Sue and Julie have reached out to several CPA firms and will work to develop an RFP so we can assess potential costs and interest. Sue will respond to the Secretary of State, Audits Division, and explain the reason for our audit delay and request guidance on what to submit for the 22-23 audit given the issue with 6 months of QBs data.

B. Discuss Annual Goals (Action): The 2022-2023 Annual Goals document was reviewed and discussed to update to 2023-2024 Annual Goals. Allison will update the 2023-2024 Annual Goals document based on the discussion and will bring it to the next Board Meeting for final approval.

C. Annual Designations (Action): The FY 2022-2023 Annual Designations document was reviewed and discussed to update to FY 2023-2024 Annual Designations. Allison will update the FY 2023-2024 Annual Designations based on the discussion and bring it to the next Board Meeting for final approval. One note is that Sue will contact our current Attorney of Record and request a copy of their contract. The Board may wish to pursue a new Attorney of Record in the future.

D. Review TB Policy (Action): The Employee Tuberculosis Screening, Risk Assessment, Testing and Annual Education Policy was reviewed and discussed. Sue Knapp moved to accept Resolution 202303 - Employee Tuberculosis Screening, Risk Assessment, Testing and Annual Education Policy. Allison Bechtol seconded. All ayes. Motion carried. Sue will assign a policy number.

E. Columbia Gorge Health Council Grant (Information/Action): Sue presented a draft document (Grant Application for funding to cover short-term and possibly long-term liabilities) and asked the Board to review and provide feedback. She will be presenting this document at a meeting on August 9th in The Dalles that will include County Administrator (Tyler Stone), Dennis Knox (AHCG), Pacific Source rep, and reps from Mid-Columbia Center for Living). Julie Whetzel moved that Sue Knapp be authorized to have this discussion and seek this grant. Melissa Napoli seconded. All ayes. Motion carried.

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V. **OLD BUSINESS**

A. Building B Discussion

1. Resolution binder and past Minutes binder are in building B. Julie and Sue will work to make sure the Minutes binder is updated and a new one created for FY 2023-2024. Sue will work to update the Resolution binder.
2. Currently, Andrew Houck, DC leases one exam room in building B. We have interest from an Acupuncturist and a Massage Therapist to lease as well. Sue will draft a lease document for these practitioners for the Board to review at the next meeting.
3. Work to establish a "fitness room: and short-term, temporary living quarters will be put on hold due to lack of funds and capacity.

B. Provider and Dentist Recruitment

1. Rebecca Hudson, FNP will be providing services at the clinic two Fridays per month starting August 11, 2023. Julie Whetzel moved that the draft service contract be approved with Rebecca Hudson, FNP. Sue Knapp seconded. All ayes. Motion carried.
2. Medical: Work continues to recruit for a full time FNP. Shelby has had brief conversations with Maddy Lawrence about potential interest in returning as our FNP.
3. Dental: Several initial meet and greets have been completed with dentists showing potential interest in our open position. Shelby has sent follow up emails and is hoping to set up formal interviews soon.

VI. **CONTRACT REVIEWS**

A. The Board needs to finalize updated contracts with the following staff:

- Jordan Nagel
- Melody Collins
- Ron Selis
- Rick Haner

VII. **UPDATES**

A. Clinic: none
B. Board: Business cards for Board members have been ordered
C. Foundation: none

VIII. **COMMUNICATIONS: not covered due to lack of time**

IX. **PUBLIC COMMENT**

A. Kathy Smith shared her disappointment regarding the decision of Alex and Austen Petersen, DMD's to leave the clinic. She is concerned about the amount of turnover with providers at the clinic and feels the need to seek care elsewhere.
B. Bonnie Windom shared her desire for consistent medical availability. She supports "local" and hopes the clinic finds a resolution to ongoing provider turnover soon.

X. **EXECUTIVE SESSION** – The Executive Session was not held due to lack of time.

XII. **ADJOURNMENT of DISTRICT BOARD MEETING**: Sue Knapp, Board Chair, adjourned the July 26, 2023, Board Meeting at 6:27 pm. The next regular Board meeting is August 24th at 5:00 pm. Meeting will be held in person in the Conference Room at the Clinic, with a Zoom option for those who would prefer it.

ATTESTATION: DocuSigned by: Suzanne Knapp A9813DB7C665432...

Sue Knapp, Board Chair

Attest: DocuSigned by: Allison Bechtol 99F7AA2C371E43A...

Allison Bechtol, Board Secretary