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WHITE RIVER HEALTH DISTRICT
DESCHUTES RIM HEALTH CLINIC
BOARD OF DIRECTORS MEETING
NOVEMBER 21, 2024 MEETING MINUTES

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

BOARD MEMEBERS PRESENT: David Farris, Sue Knapp, Ashley Biesenthal, Allison Bechtol
BOARD MEMBERS ABSENT: Shiela Murphy
DRHC: Lindsay Roper, Dr Aslinger
GUESTS: Medy Gantz, Rod Woodside, Debbie Laxague, Shelby Dumire, Kendra Farris, Rosalee, JP Newmann

I. CALL TO ORDER

The meeting was called to order at 5:02 pm by the Chair, David Farris

II. PUBLIC COMMENT: None

III. CONSENT AGENDA (Action)

A. The Regular Board Meeting Minutes from October 24, 2024 and the Special Board Meeting Minutes from November 7, 2024, were reviewed. There being no corrections or additions, Sue Knapp moved to approve both sets of minutes. Allison Bechtol seconded. All ayes. Motion carried.

IV. FINANCIAL REPORTS (Information/Action)

A. Approve October 2024 Financials: David asked if we track Accounts Receivable? Lindsay responded that we do and can share this information with David. The proforma budget was reviewed. David asked several clarifying questions regarding particular line items and received answers. Audits: given our financial situation, David asked about the possibility of suspending our audits in order to save costs. After discussion, the Board agreed that we should continue with the audits and not suspend them. PA/Provider: Lindsay will reach out to Shae Murphy, PA and have a conversation with her regarding scheduling her in clinic on a more consistent basis. LSN: Lindsay is in discussions with them to see if we can either break our contract or revise it.

P&L and Balance Sheet: both were reviewed. Allison Bechtol moved to approve the financials. Sue Knapp seconded. All ayes. Motion carried.

V. ANNOUNCEMENTS (Information/Action)

A. Shiela Murphy tendered her resignation due to personal reasons. Sue Knapp moved to accept Shiela Murphy's resignation. Ashley Biesenthal seconded. All ayes. Motion carried.
B. Sue Knapp tendered her resignation/retirement effective November 30th and read a farewell statement. Ashley Biesenthal moved to accept Sue Knapp's resignation/retirement. Allison Bechtol seconded. All ayes. Motion carried. David read a copy of the article regarding Sue Knapp that will appear in the December South Wasco Times newspaper…titled "Thank you Sue Knapp!" Other Board members expressed they're thanks to Sue for all the work she has done on behalf of the clinic and foundation.

VI. OLD BUSINESS

A. Update on BrightNight (solar) & Avangrid Renewable: David and County Commissioner, Phil Brady, have had several conversations with key people from these companies. David is somewhat optimistic that BrighNight will be willing to provide a monthly amount to help us get through 2025. Phil is communicating with Avangrid. The Board gave their approval to David to have these conversations. Any proposal will be brought back to the Board for approval.
B. Outreach to Potential Partners: David asked the Board for their approval to allow him to begin to reach out to potential/prospective partners who may be interested in the clinic. Approval given.
C. Review/Approve Revised Board Protocols and Procedures: Sue revised the policy to add verbiage from HB 2805 that updated public meeting law requirements. She also took the opportunity to generally update the policy. Sue Knapp moved to approve the updated Board Protocols and Procedures to include HB 2805 verbiage and other amends as discussed. Allison Bechtol seconded. All ayes. Motion carried.
D. Zoom Meetings: David would like all meetings to be on Zoom because it is sometimes difficult to hear people or the connection breaks up. Concern was voiced regarding meeting access for members of the public who don't have access to Zoom. It was suggested that we

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purchase a better microphone so that our Zoom connection is improved. We will try this to see if reception improves.

E. Review/Approve Updated No-Show Policy: Lindsay presented the revised policy. Patients will be asked to read and sign this policy on an annual basis. It will also be posted in the front office/waiting room. After discussion, Allison Bechtol moved to accept the updated No-Show Policy as amended. David Farris seconded. All ayes. Motion carried.

F. Review/Approve Contract with Vyanet: This is an agreement for an annual fire alarm inspection. This company currently monitors our fire alarm system. The fire alarms in Bldg. B need to be replaced. Lindsay will purchase and replace them. We also need to have our fire extinguishers inspected annually. Lindsay will be working with United Fire to have them inspected. Sue Knapp moved to approve the contract with Vyanet. Ashley Biesenthal seconded. All ayes. Motion carried.

G. Discuss Unemployment Tax Options: Should we move to paying unemployment tax monthly referred to as "Taxing" vs. what we are doing currently, "Reimbursing". Ashley Biesenthal moved to change to "Taxing". This will be effective 1/1/25. Allison Bechtol seconded. All ayes. Motion carried.

H. Discuss Clinic Administrator Salary: This position wears many hats. This is an exempt position. Allison has done some research on hiring sites. She suggested moving the salary to $30 per hour or @$5,200 per month. Ashley suggested outreaching to other clinics to see what they pay for a similar position. Sue recused herself from voting. David Farris moved to base the Clinic Administrators salary on $30 per hour (but converted to exempt). We will make this increase retroactive to her start date. Allison Bechtol seconded. All ayes. Motion carried.

VII. NEW BUSINESS

A. Reimbursement Request: Sue submitted a reimbursement request for $154.99. Ashley Biesenthal moved to approve the reimbursement request. David Farris seconded. All ayes. Motion carried.

B. Update Signature
   1. Old West Federal Credit Union: This is a Foundation account so it will be addressed at the next Foundation meeting.
   2. Rivermark Credit Union: Allison Bechtol moved to remove Sue Knapp from the Rivermark business account and add David Farris. Sue Knapp seconded. All ayes. Motion carried.
   3. LGIP: Allison Bechtol moved to remove Sue Knapp from the LGIP account and add David Farris. Sue Knapp seconded. All ayes. Motion carried.
   4. Foundation Accounts: leave as is for now.
   5. Authorization to update David Farris, Chair, to other pertinent business accounts, emails, logins etc. The Board authorized David Farris and Lindsay Roper to work together to add/update David Farris to accounts as identified and remove Sue Knapp.

C. Update Organizational Chart: Sue volunteered to update the Organizational Chart with current Board members and Staff. The updated Organizational Chat will be reviewed at the next Board meeting.

D. Review/Approved Holiday Lamp Post Decorating: David Farris moved to approve participation in this contest. Sue Knapp seconded. All ayes. Motion carried.

E. Discuss Malpractice Insurance: Addressed under VI.G above

F. Discuss Liability Considerations: Sue confirmed that the Board is covered under a liability policy through SDAO.

G. Discuss May Option Levy Campaign: Dr. Anslinger submitted a letter to David and he shared it with the Board. The main point being that our top goal should be the recruitment of a full-time, mid-level provider, if we want to continue to deliver medical care to our community. Her intent when she came to Maupin was to temporarily assist with providing care while we looked for someone full-time. Having someone full-time is the only way we will be able to grow and provide sustainable services and increase revenue. She thinks the Board needs to think as big as possible because we are merely limping along and this is not sustainable. We need a charismatic, experienced provider who will work to build trust and show consistency to the community. This needs to happen soon or we will not be successful in getting the bond levy to pass. The question is how can we afford this? We are really in a catch 22 meaning we want someone full time but can't afford to pay someone full time. Dr. Aslinger's contract is due to renew the first of the year. She really needs a firm plan in place that includes benchmarks/deadlines identifying when we know we are moving towards success (additional funding in place. Full time provider hired etc) or when to call it quits. Most important, it is that our patients have time to transition care if we are not successful. David will develop a "Line of Sight" document. This document will identify the steps that need to be taken to achieve success. It will include facts, opportunities, barriers and probabilities. It was suggested that the Board hold a work session in the next several weeks to talk through what our strategy is, possible funding sources, recruitment strategy etc.

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H. Discuss Additional Funding Opportunities: tabled until work session.

I. December meetings: The work session will be December 10th at 5:00 pm. The December regular board meeting date: moved to December 19th at 5:00 due to the holidays.

VIII. UPDATES

A. Clinic: Lindsay shared that several of our providers have voiced concern about travelling to the clinic should the weather turn bad. Dr. Aslinger reminded us that in prior years, during inclement weather, patients could come into the clinic and have a telehealth visit as an option.

B. Board: none

IX. COMMUNICATIONS: None

X. ADJOURNMENT OF REGULAR BOARD MEETING: David Farris, Board Chair, adjourned November 21, 2024, Regular Board Meeting at 7:14 PM.

ATTESTATION:

Signed by:
Dr. David Farris
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David Farris, Board Chair

Signed by:
Allison Bechtol
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Allison Bechtol, Board Secretary