WHITE RIVER HEALTH DISTRICT
DESCHUTES RIM HEALTH CLINIC
BOARD OF DIRECTORS MEETING
JULY 25, 2024 MEETING MINUTES

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

BOARD MEMEBERS PRESENT: Sue Knapp, Allison Bechtol, Shiela Murphy
BOARD MEMBERS ABSENT:
DRHC: Lindsay Roper, Barbara Stanberry
GUESTS: David Farris, June Reckman

I. CALL TO ORDER

The meeting was called to order at 5:03 pm by the Chair, Sue Knapp.

II. CONSENT AGENDA (Action)

A. The Regular Board Meeting and Budget Meeting Minutes from June 20 ,2024, were reviewed. There being no corrections or additions, Sue Knapp moved to accept the June 20, 2024 meeting minutes. Allison Bechtol seconded. All ayes. Motion carried.

III. FINANCIAL REPORTS (Information)

A. The May and June P&L's were reviewed. One thing to note is that we have substantially tapped into the LGIP funds in May, June and July. The Balance Sheets for May and June were also reviewed. Sue Knapp moved to accept the May and June P&L's and Balance Sheets. Shiela Murphy seconded. All ayes. Motion carried.
B. June Month's End Bank Reconciliation was shared for information only.
C. LGIP Account Status: The June statement shows the balance of $82,352.85. This amount will need to last us as long as possible.

IV. PUBLIC COMMENT: Round table introductions were made. In attendance are:

David Farris, MD: He is currently the Medical Director for the Oregon Medical Review Board but a Anesthesiologist by trade. He will be retiring in October. He is a part time Maupin resident and is interested in becoming a Board Member.

June Reckman: She is the new Community Health Worker for all of South Wasco Co. area. She lives in Maupin. The CHW position provides resources for a wide range of services. She will also be involved in the SWA Health Collaborative. She is here to listen to the needs of our community and identify ways to assist. She is employed by Bridges to Health.

The Board then introduced themselves.

V. NEW BUSINESS

A. Meet Community Health Worker. June Reckman introduced herself. (see above)
B. Review/Approve Revised Employee Handbook: Prior to the meeting, the Board received a copy of the revised Handbook updated by Sue and Angela with new laws etc. Sue reviewed some of the updates and important sections of the Handbook. Questions/suggestions/clarifications were noted. Sue will work with Angela to incorporate additional changes and then bring it back to the Board for final review and approval.
C. Discuss/Approve Ballot Measure for November: We are eligible to be on the ballot again in November and May, if necessary. Members discussed the amount we should ask for with the Option levy. It was decided that we will seek$0.50/$1,000 of assessed property value. Sue Knapp moved to approve a ballot measure for an option tax levy of.$0.50/$1,000 on the November ballot. Shiela Murphy seconded. All ayes. Motion carried.

D. Discuss Plan of Action for November: Ways to do outreach to our community regarding the Option levy were discussed. June suggested a "fun" community event in order to get people to attend maybe with food and music and a couple of speakers. Perhaps a potluck? Lots of discussion around the need to address rumors and misinformation. Sue suggested using Facebook to start explaining our story. June suggested creating some videos to publish on Facebook. Ideas include: meet the staff, health tips, things that will help engage the public and make them feel more comfortable in approaching the clinic...develop a more personal touch. June is willing to help create content. We can also show the videos in the lobby of the clinic. At the very least, include food, socialization and speakers. Maybe do a drawing for a free dental exam or cleaning. Ask patients to bring a friend.

David also volunteered to help with the town hall meetings. He will work to create talking points on why communities need health care within their communities.

Shiela asked June about what she is hearing in the community about the clinic. June responded that folks are hesitant to come to the clinic and meet a provider only to have them gone in a few months. Also, people don't know when the clinic is open as our hours have not been consistent. Also, phone calls go unanswered or are not returned. These kinds of things create uncertainty. June encourages us to include our providers in our community meeting in order to show they are dedicated to working at the clinic.

Main takeaways: Hold 3 town hall meetings in October in Maupin, Wamic and Tygh Valley. June to help create Facebook content. Create a workgroup to help with planning and execution of meetings.

E. Election of Board Officers: Delayed until we add additional Board members.

F. Approve Annual Designations: This is a list of entities and companies we designate to do business with. It is reviewed/updated annually. Sue reviewed the document with the Board and made corrections/updates as needed. Allison Bechtol moved to approve the Annual Designation document with the revisions. Shiela Murphy seconded. All ayes. Motion carried.

G. ReviewApprove Revised "Bridge Loan" Agreement: Delayed until we add additional Board Members.

H. Discuss Staffing and Recruitment: Barbara's last day is the end of the month. Sue has put together an Office Assistant II Job announcement. It will be posted on our website and Facebook and the local areas we commonly use for postings. Discussion broadened to include the need to repost our provider positions (FNP/PA) as it has been some time since our recruitment efforts began.

Sue presented Jeff Biesenthal's resignation that is effective immediately. His last paid day will be July 22nd. Allison Bechtol moved to accept Jeff Biesenthal's resignation. Shiela Murphy Seconded. All ayes. Motion carried. Sue will contact Jeff to do an exit interview.

Clinic operations: Because it will be only Lindsay at the clinic, we should consider closing the clinic on Tuesdays as well as Friday. Tuesday is the only day that there is not a provider in clinic. After a short discussion, the Board agreed that it would be ok to close the clinic one additional day per week. There is a need to establish a consistent schedule so that the public knows the clinic is credible.

Sue will be contacting Krysten Sprout, Dental Hygienist, to see if she is interested in working here one day per week. Follow up also needs to happen with Ashley Davidson, from Capital One Dental. A posting for a Dental Assistant will be going up soon.

June is interested in working from the clinic occasionally to assist those patients that might need a connection to other services. Sue suggested that June run this idea past her manager and also talk with Dr. Anslinger to see how she might assist her and her patients.

Signature Authority

Lindsay has created a list of accounts that currently have Shelby as administrator. Lindsay will work with Shelby to update the accounts to her name so she has access. Sue Knapp moved to remove Shelby Dumire from the various vendor accounts and add Lindsay Roper.

Regarding the District: Allison Bechtol and Lindsay Roper should be added to the Rivermark Business Account as signatories and Shelby Dumire should be removed as she is no longer at the clinic. Sue Knapp further moved to remove Shelby Dumire from the Districts Rivermark Business Account and add Allison Bechtol and Lindsay Roper as signatories. Sheila seconded. All ayes. Motion carried.

Lindsay will be added as "view only" to our LGIP account. Sue is the only administrator on this account.

I. Approve Clinic Manager Salary: did not discuss

J. Transition Plan for District Manager: not applicable any longer

VI. OLD BUSINESS

A. Discuss Grant Applications and Plan of Action: Sue provided an update on the grants she researched that might be applicable to our needs.. Sue suggested a focus on the dental side of the business if/when applying for a grant.

VII. UPDATES

A. Clinic: none

B. Board: Allison presented a follow up to her research on being a Federally Qualified Health Center vs. a Rural Health Clinic. We will continue on the path of RHC because a FQHC requires maternity/prenatal care, behavioral health, emergency care and pharmacy. Those are not services we are able to provide.

Sue: there will be a South Wasco Health Collaborative meeting tomorrow. She has had conversations with Phil Brady, County Commissioner. He will try to join our next Board Meeting. Sue also touched base with Dr. Anslinger. Sue would like to add "becoming an RHC" as a priority on future agendas.

VIII. COMMUNICATIONS: None

IX. ADJOURNMENT OF REGULAR BOARD MEETING: Sue Knapp, Board Chair, adjourned the July 25, 2024, Regular Board Meeting at 7:29 PM.

ATTESTATION:

Suzanne Knapp 8/23/24

Sue Knapp, Board Chair

Attest:

Allison J Bechtol 8/23/24

Allison Bechtol, Board Secretary