

**Pine Eagle Heath Planning Committee
Board of Directors Meeting Minutes
August 27, 2018**

Call to Order: 6:00 p.m. by Loren

Attendance: Board members Loren Goracke (Chairman), Bill Johnson (Vice-Chairman), Dave Schmitt (Secretary), Brian Pennock (Treasurer; 15 min. late), and Shirley Meger; Office Manager Terra Lewis; Ambulance Representative Terry Schmoe.

Approval of Minutes: **Motion made** by Shirley to approve minutes of the July 23, 2018; seconded by Bill; motion passed 5-0; unanimous.

Changes to the agenda: None

Correspondence and Public Input: Bill reported that he heard some people think Dr. Smithson will not be the clinic director next year. Terra had drafted an article she and Bill suggested be published in the Hells Canyon Journal to clarify Dr. Smithson is going on sabbatical and then will return to the clinic. Terra read the article and all agreed it would be good to publish it. Terra will notify Steve Backstrom that it is OK to print in this week's paper.

Ambulance Report: Terry reported on runs the ambulance has made recently, activity usually picks up during hunting season. Loren reported that Idaho Power found the \$1,000 grant check they said was sent to us in their office having never been sent. Terra was able to cash it and Idaho Power has reinstated us in their grant program as the problem was their fault. Terra also reported that changes North American has been making are improving their service and correcting errors. She would like to wait another month or two before deciding on whether to make the switch to another company. She will be reviewing bills before they go out for accuracy and our fee schedule has been updated in American's data base.

Clinic

Administrator Report: Terra (see attached report)

Committees

Finance: Terra reported that financial reports for April, May, and June are complete and sent to the finance committee, but they have not reviewed by them. They will meet to review them, Terra can make any changes, and they will be approved in September. She passed out draft copies to all board members present so they can review them.

Investment: Loren contacted Vanguard this afternoon to determine the status of our application. They had not contacted us as they had Loren's email wrong. They will be sending a message requesting more information to identify the clinic.

Personnel: Terra talked to the Community Connections supervisor. They are looking into expanding services and will be doing a survey of what the community

wants in additional services. They may add another day to their schedule. We will wait to see what changes they make.

Terra noted that Susan's 90 day review is coming up. She will send out information on what a review includes to the personnel committee and they can decide who and when to do it.

Old Business:

Orientation: Terra has notebooks ready. Board members present decided to do the orientation at the September meeting. The regular business meeting will deal only with critical business and then we will do the orientation.

Technology Committee: Terra reported that the contract has been signed with Rob Mattox and he has been reviewing the current status of our technology. All equipment has been transferred from William to Rob, and he has given her a report on the system including changes he recommends. She will be implementing some and some will need to come before the Board.

Nancy's Revised Contract: Terra reported Nancy and Loren had both signed the contract.

New Business

None

Board Member Comments:

Updating the clinic's web page: Terra reported that updates have been done and Susan is included with the staff.

Donated Money Article: Dave asked if there were any other comments on the article. There were none so he will submit it to the Hells Canyon Journal for their next edition. There was discussion on how to handle comments or questions that may come up. Board members and Terra should be able to answer most questions and if they cannot or feel uncomfortable doing so, they can bring it to the next Board meeting for discussion and then get back to the person.

Topics for next agenda

Financial statements for April, May, and June
Orientation

Assignments

Terra – Put together a list of clinic contractors.
Prepare for orientation at Septembers meeting.
See that article on Dr. Smithson is published in the Hells Canyon Journal
Send information on 90 review process to Bill, Brian, & Dave.
Loren – Follow-up on additional information needed for Vanguard.
Dave – Send donated money article to Hells Canyon Journal.
Finance Committee – Review financial statements for April, May and June.
Personnel Committee – Decide how to handle Susan's 90 day review.

Adjourned meeting: about 7:00 p.m.