

Minutes for PEHPC Meeting
September 25, 2023
Approved October 24, 2023

Present at the meeting: Dave Schmitt, Pam Taylor, Maureen Joseph, Betsy Greenman, Debbie Pautsch, Terra Lewis

Call to Order: Dave Schmitt, Chairperson, called the meeting to order at 6:00 PM

Changes to the Agenda: Dana is unable to attend. There was no ambulance report.

Approval of the minutes of the PEHPC Annual meeting, August 28, 2023: By motion made by Debbie, seconded by Maureen and passed 5-0, the minutes are approved.

Correspondence and public input: There was none.

Clinic Administrator's Report: Terra Lewis reported that due to some staff absences the statistics are skewed and she will wait to provide this report next month. The Clinic has been informed that St. Alphonse will no longer be receiving our medical waste in their bins. Terra is looking at other options. There is a group called NEON (Northeast Oregon Network) who want to hold an event for 65 and older, Medicare recipients. They will help people qualify for air purifiers, with applications to Oregon Health, reviewing folks' health plans including Medicare options.

The Board agreed that this is a good opportunity. NEON will be doing the advertising and running the event, likely on a Friday.

The ambulance billing person has been away due to a family death so she's behind on getting that accomplished. The school has lost some of the COVID money that went toward the mental health counselors. Terra provided some resource connections for the school for additional funding. Sports physicals went much better working with the new sports director. Our challenge is with the no-shows. The Board suggested that if a person is a no-show two (2) times in a year the Clinic will not reschedule them.

Kate is out to a family emergency this week. However, her planned time to be away is between the 9-12th of October. The proposal is that staff would do half-days that week. The Board agreed with that proposal.

Committees:

Finance

Second quarter financial statements for Building, Clinic, Ambulance: by motion made by Pam, seconded by Betsy, and passed 5-0, these statements are approved.

The Finance Committee will meet to consider the policy recommendations regarding financial investment policy, especially the policy about the percentage of accessible money.

Personnel: There was no report or business from this committee.

Policy – Policy Committee to review Ambulance Policy will meet.

Building :

Landscaping: Dave worked with the Gulicks to get the rocks down on the north side of the building and over by the city building and generator. There is additional rock for another time. Dave has accomplished more clearing of weeds and brush from the south side.

Irrigation: Dave spoke with Karen at the Lion's Club regarding the sprinkler heads. They can't seem to find them. Dave asked Karen to get a Lion's Club determination as to whether the Club or the Clinic was purchasing these. If you buy, please order or if not, we'll purchase. This project probably won't happen this year.

Water Heater: Joey was here several days. He has switched the water over. There is still some venting to finish.

Generator inspection and maintenance follow-up: Terra following up

Internet back up system provider: Terra following up.

New Entryway bid update: Waiting on the bid.

Mock Survey Fixes update: Terra will follow up.

Old Business

X-ray: because the machines are so old we are now dealing with the Federal Environmental Protection Agency, who said we would need to talk with a disposal station. Pam is talking with station about the glass units. Gabe at Larue Sanitation is fine receiving the machines so long as the official deactivation letter accompanies them. Dave (Terra) has the letter.

EMS Ambulance recognition: after some conversation it was agreed that we would provide gift certificates for a dollar amount, rather than a specific merchant. Terra will get the names of the EMS folks so we can write an individualized letter of thanks. Betsy will work on the letter. We can sign the letters at the October Board meeting. We agreed that at least **\$500** could be budgeted. We agreed that the Board members will attend the November EMS meeting to present the gifts. This is November 6th at 6:30PM.

New Business: There was none.

Board Member Comments: People commented on the amount of work members are doing. Terra mentioned that Joey and Roger are confirmed for snow removal this winter.

Next Meeting: Monday, October 23, 2023 at 6:00 pm

Meeting was adjourned at 6:47 PM

Topics for next meeting:

Decision about the date of the November/December Board meeting

Finance Committee report about investment policy

Policy Committee report of Halfway-Oxbow Ambulance Policy for approval.

Signatures of Board members for EMS appreciation letters

Other on-going follow-ups: generator inspection, entry way bid, fixes needed
from Mock Survey report; X-ray destruction

Minutes written by Betsy Greenman, Secretary
with the Zoom recording assistance

October 1, 2023