

Minutes of the PEHPC Board Meeting February 26, 2024

People present: Dave Schmitt, Chairperson; Pam Taylor, Vice Chairperson; Maureen Joseph, Treasurer; Betsy Greenman, Secretary; Debbie Pautsch, Member at large

Call to Order Dave Schmitt called the meeting to order at 6:06PM

Changes to the Agenda: There were no changes.

Approval of the minutes of the PEHPC Board meeting, January 29, 2024: Pam moved, Debbie seconded that the minutes be approved as presented. The vote was 5-0.

Presentation about Halfway 5-year strategic planning: Jackie Jackson, representing the Halfway City Council, presented an update and request from the Halfway 5-year strategic planning committee. She spoke about the work that the strategic planning committee is doing to gather needs and ideas for the city. The idea is to be proactive rather than reactive about such things as equipment needs, now and in the future. They are also working on a business retention plan for the city. The request is that a member of the PEHPC Board might represent the Clinic and the Ambulance on this 5-year planning committee. **Pam Taylor volunteered to take on this role.** There is a strategy prioritizing meeting on May 22, 2024. In the meantime, there are in-patient gathering meetings.

The Board will work on putting a list of the Clinic and Ambulance needs/wants together at its next meeting.

Correspondence and public input: Dave had received a letter from Jean Fennern, neighbor across the street, speaking about how bright the outside Clinic light is into her house. There was discussion about lighting, safety and contacting the Dark Sky initiative for ideas of how to have enough light for parking lot safety and yet not shine directly across into neighbor's houses. This is a topic for the next meeting.

Ambulance Report Dana Simrell was on an ambulance run so she could not provide a report on the number of runs in the past month. The Zoll machines are being updated one at a time with a loaner for the time one is being processed. There are also a number of training opportunities on the horizon. The next one is CPR.

Clinic Administrator's Report Terra Lewis reported the patient encounters for the month: Kate averaged 9.94 per day, Dr. Defrees saw 14 and Dr. Smithson saw 12. We moved more toward claim based numbers reflecting billable hours.

Integrated Preparedness Workshop on Wednesday will be represented by Terra. Emergency preparedness will include a one-page sheet with information that lists medications that can be put into a kit. She'll probably also have Advanced Directives forms.

The Clinic has been invited to be part of a county wide workshop. We will participate.

Internet outage back up service has been wired in so it will automatically move from Rally to Snake River. It is an additional charge per month of \$51.70.

The Government program giving the COVID 19 Home Testing Kit is transferring to another company but we are eligible to order free kits. We will order the minimal amount. The staff at the clinic can also test people, however, there would be a charge for that service. Terra will continue to send out the patient satisfaction reports.

Committees:

Finance

Conversation with Pine Eagle Health District re: additional funds available. Betsy and Terra attended the meeting regarding the funds available as well as the reality of a substantial reserve fund. The Health District does not have the exact amount they will receive yet, however, this additional money would be for use in 2025. Betsy reported that she and Terra thought the most crucial need was related to staff compensation either dollars or paid time off or both. One idea the Health District committee expressed was to have all of the expenses of the providers covered by Health District funds, thereby freeing up the Clinic budget for support staff. The Health District money is only for supporting services of the Clinic to keep providers available, it is not for ambulance or building projects. There was extensive conversation about providing finances in a way that would not tie our hands in the future if the funds reduced or the Tax Levy failed. One suggestion was to provide bonuses. The Health District will be working on its 2025 budget in March with a meeting to be held in April.

Terra will look at how many patients we have who live in Richland.

2023 Year-end financial statements - Terra presented the year-end financial statements for Halfway-Oxbow Ambulance, Pine Eagle Clinic and the Building. She highlighted some of the line items. Maureen made the motion, which Pam seconded to approve the year end financials. Vote was 5-0.

There was extensive conversation about raising the rent for Physical Therapy or use of the various spaces. The contract for the Physical Therapy rental has not been updated for some time. Before we advertise space we have to clean out the various places. Maureen reminded us for the need of addressing liability issues and contracts. Our conference room does have a good Audio Visual set up. We will continue talking about these possibilities.

Personnel - there was none.

Policy -there was nothing.

Building

irrigation head procurement - any response from the Lions' Club: Frank Jackson is looking into this and taking care of getting the heads.

Generator inspection and maintenance follow-up - Terra reported that Bill Andrey has ordered a part which, if it works will be great. If that doesn't work then each wire has to be pulled out and checked. Bill has a connection to the Generex regional person who would be on the line to walk him through it.

Clinic front door project update - nothing.

Conference room door to electrical room bids

Here are the specifics:

Eric W. Lower Construction's bid was \$6,800 for the door. He also proposed an option for extending the roof and creating a covered walkway on the outside with a bid of \$8,000. The second bid from McGill Construction was \$4,500. The selected bid from DC Construction and Renovations was \$2,160.

Pam made the motion, Betsy seconded that we select the bid from DC Construction. The contract should include an expected completion date of May.

Terra will communicate to the two contractors whom were not selected.

Old Business

X-ray Machine #2– Winter dismantle work update - no progress

New Business

Hells Canyon Journal deadline changes: Betsy will be efficient about writing the summary for Hells Canyon Journal, send it to the Board for editing and get it to the HCJ by Friday.

Board Member Comments -Pam spoke about her conversation with the administrator of First Call Home Health, which provides in-home health services in the Salem area. She asked about the issue of proximity to the Clinic but not being part of it. There is not a legal issue it is simply that people will call the Clinic if they can't reach this group. This group is not far enough into considering this yet so there is no rush.

After much discussion it is clear that sometime we need to plan a work-day in order to deal with the stuff. To have Terra present for anything like this is crucial.

Meeting was adjourned at 7:56 pm

Next Meeting - March 25, 2024

Topics for next meeting

More information about external lighting

Number of patients from Richland for whom the Clinic provides PCP

Ideas for the Halfway 5-year Strategic Planning Committee consideration

Minutes written by Betsy Greenman
March 3, 2024

