

**Minutes for the
March 27th, 2017
Pine Eagle Health Planning Committee
Board Meeting**

The meeting was called to order by Chair Loren Goracke at 6:05 p.m.

In attendance were Loren Goracke, Brian Pennock, Linda Bergeron, Pam Hall-Brisk, Eileen Monti, Bill Johnson, Terry Schmoe, Susan Schmoe, Krissy Uehlin, Marsha Wilson, Kayla Young, Khris Lawrence, Darla Hamstreet, Steve Hamstreet, Shawn Thatcher, Jodel Thatcher, Kim Simpson, Carla Inman, Denise Cairns, Tymmera Whitnah, Dr. Warren Whitnah, and Susan Bolgiano.

Bill Johnson moved that the minutes of the February 27, 2017 meeting be approved as emailed. Brian Pennock seconded the motion. The minutes were unanimously approved as emailed.

There were no Additions to the Agenda,

Under Correspondence, Loren read Lourdes Cuevas' resignation letter.

Public Input, Shawn Thatcher asked when the board approved employee health insurance, as it was stated during the January meeting that the board would wait on that decision until the budgets had been passed. Stated that a decision became urgent because the closing of the open enrollment period at the end of January for the Oregon Health Plan was about to close. Employees needed to have a decision whether there would be coverage by the clinic, so an email vote was taken and unanimously approved to provide the basic plan that had been researched previously. The annual cost for all employees is \$12,000. This is reflected in the current budget.

Carla Inman requested why the board meeting minutes are not current on the Clinic's website. The clinic is in the process of changing site providers and the old site must be decommissioned before the new one can become active. Eileen offered to email copies of all the minutes Carla is missing.

Terry Schmoe reported that at the last ambulance service team meeting ten people were recertified for CPR. The Zoll cardiac monitor and defibrillator would put us \$168.03 more than the ambulance service 2017 budget. To clean up the rumors about a private investigator being in the ambulance building, Terry pointed out that the Baker County Sheriff's Department uses the ambulance office to do local interrogations. The investigator was just checking out that the office meets the legal requirements for interrogation spaces. Also would like the board to consider security cameras for the ambulance bay. A discussion ensued about using them for the entire building and whether that would cause any

HIPPA violations if the Clinic was covered. The system would cover all the entrances, exits and windows, and are motion-sensor activated. Ballpark cost for the ambulance side with Terry doing the installation would be about \$500. Most of the cost is in the monitor, the cameras aren't too expensive, so to cover the whole building would be a little bit more, but nowhere near doubling the cost. These cameras can be set to be more sensitive and directionally adjusted than the motion sensor lights on the side of the building. These are color photos, also, and send to phones and/or computers of whoever is designated. They would get an email and then check the images. The board will let Terry know when the budgets are completed

In her Mid-Level Provider's report, Krissy stated in response to the letter she received from the board that she did not resign from the clinic.

The Administrator's report reported on tasks that Marsha had been given at the previous board meeting. She reviewed all ambulance runs since Bobby Feemster took over billing. There were 53 runs during that time, and two of them looked as if they might have been billed at incorrect miles but Terry explained that this was at the time the billing switched from paper billing to electronic billing and that would have been an easy mistake to make. Marsha notified all those who provided their email to her at the last meeting. If anyone else wants to see the spreadsheet she will send it. Darla Hamstreet asked if this included billings that had already been corrected. Marsha stated that she got the information from Office Allies and has no way of knowing if any had been previously corrected. There was another question about Feemster billing at a higher rate than authorized by the board. She had Sue look over the billings and Sue said that once the board explained to Feemster why and that they wanted patients billed at the lower rate, he has billed at the lower rate and complied with the board's request. Marsha had our attorney review the contract with Feemster, and our attorney said that Feemster would win if we terminated the contract early. Marsha read Dan Van Thiel's response per request. The board is aware that we need to send Feemster a letter at least 30 days prior to the renewal date of the contract that we intend to not renew the contract, and the board intends to do that and is researching other billing companies. Marsha read information from government website of what is a low pro quo (low probability of compromise) of HIPPA violations. Bill Johnson summarized from the reading that if a person feels that a HIPPA violation has been committed against them they should write a letter to the board providing specifics of the violation,

Pam Hall-Brisk moved that the board send Emergency Revenue Resources, run by Mr. Feemster, a notice of intent to not renew the contract 45 days in advance of the renewal date. Eileen Monti seconded the motion. The motion passed unanimously.

Marsha reported that she and Pam have been cleaning up double entries from

2015v and 2016 and are making progress. Pam expects that they will have financials through December 31, 2016 by the next board meeting. They have spoken to Guyer and let them know we will be using their services again this year. Bill thanked Pam and Marsha for spending time on this on Fridays.

Under Old Business, Loren stated that the board has decided to pass all three budgets and then review them in three months. Bill Johnson moved that the board accept all three budgets and that at three months both the board members and the staff review the financial viability of each budget to see if any changes should be made. The review should commence June 27, 2017 and be completed by July 27, 2017. Linda Bergeron seconded the motion. Anyone who would like a copy of the budget should provide their email address and Marsha will send them a copy. They will be posted on the new website when it is functional.

Bill Johnson updated on the client survey and demonstrated the layout. Bill and Linda combined the 15-question and the 37-question surveys, removing the duplicate questions and adding space for comments on each question. Surveys will be sent to all Residents in the service district. Bill asked for all to review and send comments. Cost will be 18¢ to send to all occupants. Return postage for each survey mailed back is 49¢. Eileen will get the paperwork from Rose Darting and acquire the post office box for the board.

Marsha reported on Katie Raebel Medicare/Medicaid rural health payment review. Katie is sending a proposal to Marsha, and Marsha will send out to the board. Katie also suggested that we get in touch with Stacie Rothwell, with the Oregon Office of Rural health who can assist us with many of the same things at no cost.

Loren reported that the Building Maintenance committee discussed the lights replacement with the electrician. The recommendation is to replace them as the ballasts fail with LED lights that don't require a ballast. Loren doesn't have a cost yet.

Eileen reported that the Policy committee has made a first pass of the combined policy manual and employee handbook. The next step is for her to type up all the changes and incorporate anything from the ambulance policy manual that is appropriate. At that point the draft will be available for board members, staff and anyone else to review and make comments, suggest additions, etc. Bill asked about Clinic or medical handbook, as brought up in the previous board meeting. Eileen stated that there are (1) the PEHPC policy manual, which delineated policies of the board, administrative policies for the clinic and ambulance service; (2) the Clinic's Employee Handbook, which provides specific procedures implementing the board's policies in the clinic, plus any procedures required to properly support the medical side of the clinic; and

(3) the Ambulance service policy manual that includes requirements for the ambulance. Any medical rules or requirements are presumably in the medical books and manuals and program manuals such as those for the Rural Health and Patient Centered Primary Care Home programs. We need to ensure that the policies that the board passes support those other medical, legal and program requirements.

Pam reported that the Financial committee will meet before the next board meeting, as there will be financials to review and a financial report to present.

Under New Business, after Loren pointed out that the funds for it are already in the ambulance budget as passed, Bill Johnson moved that the board authorize purchase by the ambulance service of a second Zoll. Brian Pennock seconded the motion. Under discussion it was asked why we needed to vote if the budget had already been approved. Bill rescinded his motion and Brian rescinded his second.

Brian reported on the board position vacancy caused by the resignation of Robyn Vance. Bill Joseph, the runner-up in the last election, was offered the position and never replied. We took that as a 'no' response. Dave Schmidt has volunteered. He is currently out of town but we will invite him to the next board meeting.

Loren reported on the Health Fair. Kayla is handling this.

Discussion of the Annual Volunteer Potluck concluded that since we haven't been successful contacting the school, we will hold a small event for the ambulance and clinic volunteers. Loren will contact the Grange about using their hall. Bill will contact the school and tell them this year we will do our own small event but next year will combine with them in hosting the community-wide event.

Discussion of two new policies: adding random testing to the drug testing policy and medical services benefit. Pam moved that the random drug testing amendment to the drug testing policy be adopted. Brian seconded it. Discussion followed about whether to include clinic staff. It was decided that as written there was sufficient leeway for the board to opt to include or not include any staff group. It was agreed that a policy needed to be developed on how staff will be notified of policy changes that affect them. Pam moved that the random drug testing amendment to the drug testing policy be adopted. Brian seconded it. The vote was 4 votes for and one abstention. The motion passed.

The medical services benefit defines in more detail how the benefit is applied in the transition year, 2016. Discussion pointed out that family members are not defined. Amendments are to change the date of passage of the previous

policy change to September 26, 2016, and to add "immediate" to family and to clarify that the benefit is to the employee. The policy was sent back to committee for revision and resubmission.

Under Additional input from board members. Linda will be out of town from may 15 to June 1. Pam reminded Loren that the chair must pick the nominating committee next month.

The board retired to executive session at 7:41 p.m.

The Pine Eagle Health Planning Committee board meeting reconvened at 9:05 p.m.

Pam Hall-Brisk made a motion that the board of directors of the Pine Eagle Health Planning Committee accept the communication of resignation that was received on March 16, 2017 from Kristina Uehlin, PA-C. Brian Pennock seconded.

Under discussion Bill Johnson suggested that we should add that we were advised by our attorney.

Pam revised her motion to say "As advised by our attorney, the board of directors of the Pine Eagle Health Planning Committee accept the communication of resignation that was received on March 16, 2017 from Kristina Uehlin, PA-C. "

Brian, as second, accepted the modification.

There was no discussion.

The motion passed unanimously.

The meeting closed at 9:06 p.m.

Thread of email vote taken on motion to approve Attorney waiving non-competete clause of Provider contract

From: Pamella Hall-Brisk <oaktreeranch@cheerful.com>

Subject: Motion to approve Attorney waiving non-competete clause of Provider contract

Date: April 19, 2017 at 6:28:14 AM PDT

To: Loren Goracke <lgoracke@pinetel.com>, William Johnson <bj5005@hotmail.com>, "Eileen H. Monti" <eileenmonti@pinetel.com>, Pam Hall-Brisk <oaktreeranch@cheerful.com>, Brian Pennock

<bdpennock1863@gmail.com>, Linda Bergeron <lindex@pinetel.com>

NOTE: This is a public email vote of the Pine Eagle Health Planning Committee Board of Directors. Please use 'Reply All' in all correspondence relating to this issue. All Board members must vote for an email vote to be valid.

I move that the PEHPC Board of Directors follow the advice of our attorney, Dan Van Thiel, and approve waiving the non-compete clause, 3.7 of the Employment Agreement.

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From: "Linda Bergeron" <lindex@pinetel.com>
Subject: Re: Motion to approve Attorney waiving non-compete clause of Provider contract
Date: April 19, 2017 at 8:04:13 AM PDT
To: "Pamella Hall-Brisk" <oaktreeranch@cheerful.com>, "Loren Goracke" <lgoracke@pinetel.com>, "William Johnson" <bj5005@hotmail.com>, "Eileen H. Monti" <eileenmonti@pinetel.com>, "Brian Pennock" <bdpennock1863@gmail.com>

I second the motion.

Linda B

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From: "Linda Bergeron" <lindex@pinetel.com>
Subject: Re: Motion to approve Attorney waiving non-compete clause of Provider contract
Date: April 19, 2017 at 8:04:49 AM PDT
To: "Pamella Hall-Brisk" <oaktreeranch@cheerful.com>, "Loren Goracke" <lgoracke@pinetel.com>, "William Johnson" <bj5005@hotmail.com>, "Eileen H. Monti" <eileenmonti@pinetel.com>, "Brian Pennock" <bdpennock1863@gmail.com>

I second the motion.

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From: "Eileen H. Monti" <eileenmonti@pinetel.com>
Subject: Re: Motion to approve Attorney waiving non-compete clause of Provider contract
Date: April 19, 2017 at 10:03:45 AM PDT

To: Pam Hall Brisk <oaktreeranch@cheerful.com>
Cc: Linda Bergeron <lindex@pinetel.com>, Loren Goracke <lgoracke@pinetel.com>, Bill Johnson <bj5005@hotmail.com>, Brian Pennock <bdpennock1863@gmail.com>

I vote yes.

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From: Pamela Hall-Brisk <oaktreeranch@cheerful.com>
Subject: Re: Motion to approve Attorney waiving non-compete clause of Provider contract
Date: April 19, 2017 at 9:57:19 AM PDT
To: Linda Bergeron <lindex@pinetel.com>, Loren Goracke <lgoracke@pinetel.com>, William Johnson <bj5005@hotmail.com>, "Eileen H. Monti" <eileenmonti@pinetel.com>, Brian Pennock <bdpennock1863@gmail.com>

I vote yes.
Pam Hall-Brisk

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From: Brian Pennock <bdpennock1863@gmail.com>
Subject: Re: Motion to approve Attorney waiving non-compete clause of Provider contract
Date: April 19, 2017 at 10:15:18 AM PDT
To: "Eileen H. Monti" <eileenmonti@pinetel.com>
Cc: Pam Hall Brisk <oaktreeranch@cheerful.com>, Linda Bergeron <lindex@pinetel.com>, Loren Goracke <lgoracke@pinetel.com>, Bill Johnson <bj5005@hotmail.com>

Aye

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From: William Johnson <bj5005@hotmail.com>
Subject: Re: Motion to approve Attorney waiving non-compete clause of Provider contract
Date: April 19, 2017 at 11:37:28 AM PDT
To: Linda Bergeron <lindex@pinetel.com>, Pamela Hall-Brisk <oaktreeranch@cheerful.com>, Loren Goracke <lgoracke@pinetel.com>, "Eileen H. Monti" <eileenmonti@pinetel.com>, Brian Pennock <bdpennock1863@gmail.com>

I agree to waving non-complete clause for provider

Bill

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Begin forwarded message:

From: "Loren Goracke" <lgoracke@pinetel.com>

Subject: Re: Motion to approve Attorney waiving non-compete clause of Provider contract

Date: April 19, 2017 at 11:46:54 AM PDT

To: "Eileen H. Monti" <eileenmonti@pinetel.com>, "Bill Johnson" <bj5005@hotmail.com>

Cc: "Pam Hall Brisk" <oaktreeranch@cheerful.com>, "Linda Bergeron" <lindex@pinetel.com>, "Brian Pennock" <BDPennock1863@gmail.com>

i vote yes. loren