

Clinic Meeting

March 17, 2009

Pine Eagle Health Planning Committee, Board of Directors

Minutes, **Unapproved**

Present:

Board: Frances Vaughn, Duane Miles, Loren Goracke, Tom Warmath, Bill Johnson, Sarah Young, Penny Sabin, Betty Whitnah

Staff: Lisa Butler

Guests: Tony Sowers, Rose Darting, Rose Clark (for the HCJ), Steve White

Chair Frances Vaughn called the meeting to order at 6:41 pm.

There were no introductions.

Public Testimony:

There was no public testimony.

Agenda Revisions:

Added discussion of an assignment for long term planning committee. .

Minutes:

It was moved (Duane) and seconded (Penny) to approve the minutes of the last meeting (2/17/09) as presented. The motion passed unanimously.

Correspondence:

There was no correspondence.

Provider's Report:

Matt dropped in during the ambulance meeting.

Administrator's Report:

Lisa presented graphical displays of encounters and net income. The format was discussed. The Health Fair had 83 blood draws but this is considerably down from last year. Lisa mentioned that people may not have always equated "Health Fair" with blood draw and testing, which is something to be aware of for future advertising. People will be informed when the test results are available and invited to pick them up at the clinic.

Financials:

The February financial report was discussed. The Finance committee recommends approval. Duane moved and Loren seconded to approve the Feb 09 financial report as presented. The motion passed unanimously.

Committee Reports and Updates

Health District: Carolyn emailed the following information: “Tom Collier and Marvin Burgraff have finished the map and legal description of the proposed district. Lisa will have a copy which I need back. Won't send this to the state until after March 31 so there will be no confusion about when the vote will take place. If anyone has questions, they should probably call Tom C.”

The map was reviewed and discussed. Basically it is the Pine Eagle School District, excluding Eagle Valley and Sparta. Millage rates were extensively discussed. Duane noted that a rate of 0.65/1000 would collect about \$65,000 in taxes in the proposed district. Frances noted that the provider costs about \$80,000. The 2009 budget projects a loss of \$43,000 for the year. Tony mentioned that the clinic will probably need an increase of \$35-\$75,000 in the coming years for increased staffing and provider costs. Tom commented that a “carrot,” such as open Fridays, is needed to sell a tax. The question was raised: “when does the committee need to know the millage rate for the process?” Ongoing fundraising options were discussed.

Betty raised the concern that Richland residents should be asked their opinion. A public meeting in Richland was suggested but not settled on. A public meeting in Halfway was suggested and decided on.

Tony presented the Gantt chart method of tracking project tasks and completion dates for various elements of the health district ballot item. This is a visual method we could use to track the project.

Bill asked what we need to prepare for a public meeting. Frances said, 1-Board discuss what the tax base should cover, 2-get a report on the results of the casual telephone survey in Richland, 3-ask the Finance Committee to run the numbers on different financial scenarios. A couple of scenarios with different tax options can be presented at the public meeting.

Penny proposed: a discussion with Carolyn and the Board about millage options, set parameters of the tax options at April meeting, have a public meeting in early May, and the Board would make a final decision on millage rate at the May 19 meeting. It was decided to have a Board work session on Monday, April 13 at 6:00 pm at the clinic to address millage rates and propose 2 or 3 options. The meeting will be to address how much money is need and why that amount in necessary.

Nominations: The committee presented a written report. (See Appendix A)

Fundraising: Loren reported that the \$935 was raised on the raffle at the Crabfeed. This brings the total from the Outfitter Raffle to about \$12,950 to date.

Buildings: Penny reported on the Maintenance committee. Penny will do the flowers out front this spring. Duane will set a filter changing and maintenance schedule for the heating system and work with Lisa to be sure the maintenance happens. Lisa noted that the dentist had asked about painting and that some of the halls need paint touch-ups as well as the sign out front. Betty suggested Cindy Anderson as a painter who does a good job. Sarah mentioned that the PEUYF could probably do the sign painting as a youth group project. Lisa and Penny will follow up on the painting needs and prepare a plan to get it done. Tony mentioned that installing a room circulation vent in the door from the waiting room to the hall would improve circulation and climate control.

Grants: Loren said that they plan to reapply to Ford and Meyer on the heating system upgrade to see if they will split the cost. Penny reported that she is in communication with Pacific Source and they should have a determination by March 22. There are other grants outstanding but no new information on them.

Policy-Lisa reported in the Rural Health Clinic reporting requirements. The clinic must do an annual evaluation of practices on or about the certification date (which was in May or June). This evaluation is defined in the RHC manual; it requires three people and a written evaluation. Tom proposed that Betty Warmath might be a good outside source to tap for the evaluation. Tentatively, depending on acceptance, Betty Warmath, Rose Darting, and Penny Sabin will do the practice evaluation.

Long term planning: Bill read a note from the Long Term Planning committee, "The non board members of the LTTC have decided to suspend work with the LTTC for the time being. The main reason is that there is a perception on our part that the board would be more amenable to a long term planning ideas and information if they initiated the requests rather than respond to suggestions. We do appreciate the time you volunteer to better the clinic."

Evaluations:

Penny and Bill plan to finish employee evaluations and prepare the Board self-evaluation format in April.

Duane reported that he plans to meet with the ODOT rep on April 2 to discuss highway signage.

Agenda for the next meeting:

- Committee reports
- Millage
- Public meeting

Upcoming events:

Board work session to address millage rates: Monday, April 13, 6 pm, Clinic meeting room

Regular Board meeting: April 21, 2009; Ambulance starts at **6:00 pm**, Finance will meet at 5:30 pm.

Public meeting to address tax rates and get community input: TBA

The meeting was adjourned at 8:27 pm.

Minutes prepared by Sarah Young, March 23, 2009

Appendix A.

Nominating committee report to board 3-17-09

At this writing we have two candidates who have volunteered to run for the board: Duane

Miles and Rose Darting.

We are in the process of recruiting additional candidates. We are particularly sensitive to the desirability of increasing Eagle Valley and River representation.

We are approaching the election process with our usual enthusiasm and will work hard to recruit as many individuals as we can who are willing to step up to this responsibility.

We think this decision is a community decision and therefore we will do our best to recruit as many good candidates as possible.

Kay, Linda, and Pat
