

Minutes for June 23, 2025 Board Meeting
Annual Meeting
Approved July 28, 2025

People Present: Dave Schmitt, Chairperson; Pam Taylor, Vice Chairperson and Treasurer; Betsy Greenman, Secretary; Debbie Pautsch, Shirley Meger, Members-at-Large; Dana Simrell, Team Leader, Halfway-Oxbow Ambulance; Terra Lewis, Clinic Administrator; Mike O'Brien.

Call to Order: Dave Schmitt, Chairperson, called the meeting to order at 5:58.pm.

Changes to the Agenda: There were none.

Approval of Minutes for May 19, 2025 meeting: Pam moved, Shirley seconded to approve the minutes of the May 19, 2025 meeting as emailed. 8-0 motion passed.

Correspondence and public input: There was none.

Election Results: Terra reported the votes received for Clinic Board of Directors nominees: Dave, 23; Betsy 19; Mike 20.

Ambulance Report Dana Simrell reported that the ambulance had been at the Junior Rodeo. There were some minor injuries but nothing serious enough to be transported. During the month there were 10 runs, 3 were assists in Richland providing mutual aid. There has been an RN health training. The ambulance will be part of the 4th of July parade. There will be another training this month. The replacement part for the primary ambulance has been accomplished. It was more extensive than first thought and therefore more expensive, about \$3,000. It does mean that we are now back to two workable ambulances. The second ambulance has been experiencing loss of the AC charges. The part has been ordered.

Administrator's Report: Terra Lewis reported on patient encounters. For the month, Dr. Defrees averaged 13; Dr. Smithson 10; and Kate 12. Terra explained that some of Kate's appointments are not able to be coded as billable. They are such appointments as wound care or other things that would be billable under a 'nurse care' code. However, we don't have a nurse, yet we are providing Rural Health Clinic services that are usual. Terra said she will add these appointments into Kate's daily average. We do receive compensation when the Cost Report is submitted.

July 4th is a paid Holiday. If the Holiday falls on a day when we are not open we take an in lieu day so the staff has the day off. The clinic will be closed on Thursday July 3rd. There is an ad in the Hells Canyon Journal and Betsy will put it into the summary.

We agree with Terra to put the subject of Community Health Worker on-hold (and take off the agenda) until we see how the Federal and State budget realities shake out.

Rob Bachman, PT provider, is still paying rent even though he has not been able to be here due to staffing issues at his Baker Office. He will continue for a few months to pay rent and then re-assess how staffing goes.

Health District funding: we are on track for that since the Tax Levy renewal passed during the May election. Dave has signed the letter requesting the funds in July and December. Betsy will get it to Linda Collier, Chairperson of the Health District.

The monthly staff meetings are proving to be helpful. At one Dr. Defrees clarified roles and risk. In one specific example, he has to sign off on any new services or procedures. Dana is certified to initiate IV Catheters. We just need to get a policy in place and the needed sign offs.

Terra and Pam are continuing to work on separating the Clinic and the Ambulance into two tax ID entities. This is needed to be able to have grant writing for both entities.

The 2020 IRS taxes were in fact not filed, due to a mix-up. We have submitted a request for abatement of the penalties through an IRS officer. He thought it looked good and passed it on. We decided to wait to hear rather than providing money and then hoping for it to be refunded. It has been received by the IRS. Terra will call the IRA officer in mid-July.

Annual Report from Chairperson Dave Schmitt provided this report. It is appended to these minutes.

Annual Medical Director's Report: Dr. Defrees has the need for this in mind and will provide it later.

Committee Reports:

Finance Kate's half year incentive is recommended to be \$4,500.00. By motion made by Pam, seconded by Betsy and passed by 7-0, we agreed that the incentive of \$4,500.00 be paid at the time we receive the money from the Health District.

Personnel: no report

Policy: no report

Building Up date on Grant research: Terra has met with Debbie Lawrence who is helping with grant options. Terra. also met with Marisio from the Ford Foundation. Right now the options on the table are the Collins Foundation who do a lot of ADA and DEI grants. No application process other than to provide information, get assigned a person, and then takes it out to Board and Funders. No specific dollar amounts assigned. Oregon Community Fund provides 10-20K; Ford Foundation has 50K capital improvements grant; and Terra is setting up a face to face with the Round House funding source. There are various other small ones to fill in the gaps.

Dave applied to the Community Youth Fund to clear the brush on the South side of the building.

Old Business Terra reported that the Gurney fund for the Ambulances is about \$5K short of being able to purchase one gurney which will be for the newer, primary ambulance. We will continue to fund raise on this project.

New Business Debbie moved, Shirley seconded that the election results are accepted making Dave, Betsy and Mike Directors. The motion passed 7-0.

Dave presented Debbie with a plant in appreciation for her years of service along with our good wishes for her upcoming move out of the area.

The decision about officers for the 2025-2026 year is: Dave Schmitt, Chairperson; Pam Taylor, Vice Chairperson and Treasurer; Betsy Greenman, Secretary; Shirley Meger and Mike O'Brien Members-at-Large.

Board Member comments There were some comments about how much Richland has called the Halfway-Oxbow Ambulance. Terra and Dana have that under surveillance and that is the reason for the Mutual Aid policy we have in place.

Next Meeting. Monday, July 28, 2025, 6 PM Clinic Conference Room

Adjournment Dave. adjourned the meeting at 7:25 PM

Topics for Next Meeting

- Medical Director's Report
- Gurney funding
- Decisions about Committee membership

The Chairperson's Annual Report is part of these minutes.

Submitted by Betsy Greenman, Secretary
June 30, 2025

Pine Eagle Health Planning Committee
Board of Directors
Chairperson's Annual Report for 2024-2025

Board members for the past year were Dave Schmitt (Chairperson), Pam Taylor (Vice-Chairperson and Treasurer), Betsy Greenman (Secretary), and Debbie Pautsch (Member-at-Large). Shirley Meger was appointed to the vacant position at the May 19, 2025 meeting to fill the Board's five positions.

The fiscal year ended in good financial positions for the Clinic, the Ambulance, and the Building Funds. Finances are always a work in progress, as payments from insurance companies and Medicare are often delayed, and dealing with patient nonpayment is a lengthy process. We are, however, able to pay our bills. The Pine Eagle Health Planning Committee tax levy was passed in May, allowing the Clinic to continue having a care provider on staff. We are pleased with area residents' support of the clinic.

Pine Eagle Clinic:

We are grateful to have Kate Grace (Physician's Assistant) continue as our health care provider, seeing patients Monday through Thursday. The Clinic is also fortunate to have Doctors Smithson and Defrees seeing patients at the Clinic once a month. Patients were complimentary about the care and patience they were given by all three providers. Kate averaged 12 patients/day; Dr. Defrees 13; and Dr. Smithson 11.

Dr. Defrees also serves as our Medical Director, overseeing our medical care and providing guidance when asked. We are very thankful for his service.

We are also fortunate to have Rob Bachman (Physical Therapist) and Steve Bachman (Chiropractor) at the Clinic each month, providing care for local patients.

Pine Eagle Clinic has recently started AI Freed (an artificial intelligence program) to document patient visits. It is designed to be HIPAA compliant and allow the provider to focus more time on the patient instead of charting.

Staff training is always ongoing. We really focused on cross-training in '24 and '25. Olivia and Samantha are fully capable of performing both Medical Assistant and phlebotomy duties. Samantha has worked with Dana to ensure that she can cover the front desk as needed. In 2025, we began holding monthly staff meetings to cover Rural Health Clinic Policies and Procedures (to ensure we will be ready when inspected) and have held other clinical training as needed.

In 2025, Pine Eagle Clinic made the difficult decision to disenroll with Aledade, the Accountable Care Organization which was being used. The incentive payments did not justify the work that was being asked of the clinic. In order to meet Aledade's expectations, it would be necessary for the Clinic to hire someone just to keep up with the process.

We are currently applying for grants to fund the remodeling of the Clinic's front entrance to accommodate handicapped and elderly patients. We have the design proposal, and Terra is working on grant applications. It is our hope to receive sufficient funding to complete the project in 2026. This will be a significant improvement to our building, as well as allow better access for handicapped and elderly patients.

Halfway-Oxbow Ambulance:

The Halfway-Oxbow Ambulance had 110 call-outs in 2024. These included calls to transport patients to the hospital in Baker and to Life Flight pickups, to serve patients in their homes, and to provide mutual aid to the Eagle Valley Ambulance Service. We, the Board of Directors, are grateful to all who volunteer to staff the ambulance and make themselves available 24/7 to help in medical emergencies.

We continue to train monthly. This year we also had additional trainings with fire departments and the Eagle Valley ambulance on drugs, given by the sheriff department, as well as a training on landing zones procedures for LifeFlight.

This year all of our EMT's met the continuing education requirements and were able to be recertified. Annual relicensing with the state for both the ambulances and the agency was completed without any issues.

Our crew this year has grown to 3 drivers, 3 EMRs and 10 EMTs! We have been able to comfortably respond to our service area, as well as recently being able to provide mutual aid in Eagle Valley several times. We have 4 crew members who have taken courses to be able to provide care at the next level; they will test by the end of June.

We have around \$50,000 in funds raised for the new gurneys! We should be able to purchase one of the gurneys in the near future, and will continue to fundraise until a second gurney can be purchased.

Other Projects:

All of the dental equipment has been removed from the old dental office space, making it available for other uses. We still need to clear the electrical and water lines that come up through the floor and served the chairs. Part of the area is being used one day a week by Steve Bachman (Chiropractor) to treat local patients. Other inquiries have been made by individuals considering use of the area, but nothing substantial.

An interior access door to give inside access to the electrical room from the conference room was installed by DC Construction. The room is now accessible without the need to go outside, which will be especially beneficial during winters.

Landscaping is an ongoing issue, as we try to find a solution that is both economical and low maintenance. The underground irrigation system for the area between the Clinic and the Lions Park is still to be done.

All in all, it was a good year. Progress was made in providing quality service to our communities while making the best use of our funds to meet that end.

Dave Schmitt

Chairperson, PEHPC Board of Directors

June 23, 2025