

**WHITE RIVER HEALTH DISTRICT**  
**1605 GEORGE JACKSON RD., MAUPIN, OR**  
**DISTRICT BOARD OF DIRECTORS REGULAR MEETING**  
**FOUNDATION BOARD OF DIRECTORS SPECIAL MEETING**  
**MARCH 23, 2022**  
**MEETING MINUTES**

(MEETING WAS HELD VIA ZOOM VIDEO PLATFORM; MEETING REPLACED THE JAN. 26TH MEETING)

**BOARD MEMBERS PRESENT:** Sue Knapp, Andrew Houck, Laura Taylor

**BOARD MEMBERS ABSENT:**

**GUESTS:**

**DRHC:** Kathryn Mahler Doan, Kim Hahn, Shelby Dumire (Mike Pendleton joined at 9:20)

**I. CALL TO ORDER:**

The meeting was called to order at 9:03 by the Chair, Sue Knapp.

**II. INTRODUCTION OF PARTICIPANTS:** Participants on the call were identified.

**III. CONSENT AGENDA**

- o Minutes of the DRHC Regular Board Meeting on February 2, 2022.
- o District Financials (P&L and Balance Sheet) for February 2022.

Motion was made by Andrew Houck and seconded by Laura Taylor to approve the Consent Agenda. Sue noted that financials will now be part of the consent agenda.

**IV. CLINIC and DISTRICT BUSINESS UPDATE**

- a) Chair's Report: Sue discussed the May 7<sup>th</sup> event, Merkley town hall, construction / clinic input.
- b) Clinic Report: Shelby Dumire shared. The new locum tenens and resident interns are starting, limited PFAC interest, Safety walk-around, Maupin Daze booth ideas, clinic FFE list. For dental, 2 student dentists who will graduate in July are interested in working at the clinic. A marketing campaign for dental will be initiated. No advertisement is needed to recruit a dentist.

**V. OLD BUSINESS (Clinic and District)**

- a) Provider Recruitments: Kathryn talked about the locum tenens, Amy working until mid-April and another one being recruited. Ben Coffey is the resident intern who will be at the clinic on an irregular schedule; Mike will be the preceptor. Mike noted a meeting with MCMC next week on their assistance with recruitment.
- b) FFE for Clinic: We reviewed the Clinic spreadsheet Shelby had recompiled and organized, discussing the equipment / furniture Needs and Haves. This exercise will be very helpful with estimating our costs and what is actually needed as we apply for grants and fundraise at the May 7<sup>th</sup> event.
- c) PFAC Status: Shelby noted the lack of interest in residents in joining PFAC at this time. They want to see how the clinic does in the future with a new provider, but they are still supportive. Shelby is still reaching out.
- d) RHC Status: We are still in a holding pattern; a provider needs to be identified on the application. Kathryn is checking on whether we can use Mike as the 'designated provider'.
- e) Old Clinic Repurposing: The meeting with Mike Westby to discuss clinic repurposing is on Wednesday March 30<sup>th</sup>. All are encouraged to attend so we can have a good discussion.

## VI. NEW BUSINESS (Clinic and District)

- a) Approve Budget Committee Members: Two individuals volunteered to be on the budget committee: Kim Hahn representing patients, and Don Jacklin, representing the community. Andrew Houck moved to approve the members. Sue Knapp seconded. All ayes. Motion carried.
- b) Approve Fire and Safety Policy: This new policy is required by OSHA and for RHC certification. Shelby is the designated Safety Manager. She will hold a monthly Safety committee meeting; the safety committee is Shelby and Kim Hahn. Minutes of the meeting will be put on the website; all staff (including dental) will be given quarterly safety assignments and conduct mock fire drills and emergencies. Fire extinguishers have been checked. The fire alarm will be in the reception area in the new clinic. Laura Taylor moved to approve the Fire and Safety Policy; Andrew Houck seconded. All ayes. Motion carried.
- c) Discuss Budget Needs for FY 22-23: Potential expenditures for budget include repurposing the existing building. There is great interest and need in an exercise area, physical therapy room. The whole complex would become a 'health and wellness center'. Other budget items may be grounds maintenance and janitorial, district manager, loan debt service.
- d) South Wasco Alliance Proposal: 'Health and Wellness Council': Sue shared the concept of entities involved with health and wellness, social support, food security in the South County convene as a Council on a quarterly basis to collaborate on connecting people to the resources they need and sharing what is needed in the community. There was interest from the Board in giving it a try, potentially involving school and church leadership, stores to promote health and wellness in the community. Sue will share the Board's support with SWA.
- e) Community Initiative Project Funding: Sue shared the good news of Deschutes Rim Clinic Foundation being awarded \$1.3M in federal funds from the Congressionally Directed Spending process, which Senators Wyden and Merkley advocated for. Our project was 1 of 3 selected in Wasco County, and 1 of 48 projects in the State. Sue attended Senator Merkley's town hall to thank the Senator. These funds, in the Omnibus bill that was recently passed, will be used for remaining new clinic construction costs and possibly for costs associated with repurposing the existing clinic. However, to be awarded the funds, another application process is required. We are awaiting guidance on that process.
- f) Maupin Daze: Shelby shared that the clinic will have a booth with a banner, signage, health information, magnets/pens, and promoting heart health. A re-branding of our look is in the works.
- g) Road Signage at HWY 197: Shelby is moving forward with it and is asking for input and ideas.
- h) Clinic Logo: The current logo isn't working well as the integrated text is problematic when adjusting logo size. Stepping up our look in a professional way in a new logo is desired. What is the message we want conveyed? Sense of place? The Clinic building / Health? Do not use circles, show rimrock. Clinic staff will work to fine tune a different logo.

## VII. NEW CLINIC STATUS

- a) Construction Schedule, Decisions on New Clinic Needs, Grants and Cash Flow, 'First Look' May 7<sup>th</sup> Event: No notes were taken on this discussion (because the notetaker was the speaker) other than the clinic needs to be responsible for installing the old clinic sign. Kathryn suggested Rick (maintenance person) could help.

Sue closed the District Board meeting at 10:40 and opened the Foundation Board meeting.

## DESCHUTES RIM CLINIC FOUNDATION BOARD MEETING

### I. NEW BUSINESS

- a) Approve Rivermark CU Foundation Account and Sustaining Donor Program: Sue noted that she had opened a Foundation business account at Rivermark CU as another option for people to donate to and to serve as the recipient bank for PayPal and Sustaining Donor funds. This action and the set-up of a Sustaining Donor program needs Foundation Board approval. Andrew Houck moved to approve the new business account and subsequently amended the motion to include the Sustainer Donor Program. Laura Taylor seconded the motion. All ayes. Motion passed.
  - b) Sponsorship Levels for May 7<sup>th</sup> Event: Sue noted the need for Board approval of sponsorship levels for the May 7<sup>th</sup> event, as suggested by MCMC whom she is seeking a sponsorship from. Discussion resulted in establishing sponsorship levels of \$50, \$100, \$250, \$500, and \$1,000. Sue Knapp moved to approve the stated sponsorship levels. Motion was seconded by Andrew Houck. All ayes. Motion carried.
- II. **OTHER BUSINESS/CONCERNS/COMMENTS**: Laura requested that Sue resend out the meeting dates for the next two months (foundation, district)
  - III. **PUBLIC COMMENT**: none
  - IV. **ADJOURNMENT**: The meeting was adjourned at 11:06 am.

ATTESTATION:

  
Sue Knapp, Board Chair

Attest:

  
Laura Taylor, signed for Julie Whetzel, Board Secretary