

**WHITE RIVER HEALTH DISTRICT  
1605 GEORGE JACKSON RD., MAUPIN, OR  
BOARD OF DIRECTORS REGULAR MEETING  
AUGUST 19, 2020  
MEETING MINUTES**

(MEETING WAS HELD VIA ZOOM VIDEO PLATFORM)

**BOARD MEMBERS PRESENT:** Sue Knapp, Dennis Beechler, Jon Helquist (Jim Holycross and Kathie Richey arrived late)

**STEERING COMMITTEE:**

**PFAC:** Kim Mead

**GUESTS:** Rod Woodside,

**DRHC:** Nina Marvin, Dr. Pendleton, Kathryn Mahler Doan (joined later)

**I. CALL TO ORDER:**

The meeting was called to order at 9:05 AM by chair, Dennis Beechler.

**II. INTRODUCTIONS OF PARTICIPANTS:** Participants on the call were identified. (Note: 18 participants were on the call. 9 participants did not identify themselves). Dennis reminded participants of the ground rules; the time for public comment is at the end of the meeting.

**III. CONSENT AGENDA**

- Board meeting minutes for regular meetings on 6/17/2020 and 7/15/2020.
  - Motion was made by Kathie Richey to approve the minutes and Sue Knapp seconded. All ayes. Motion carried.

**IV. OLD BUSINESS:**

- Board signatures Dennis and Sue will sign the minutes at the clinic.

**V. CLINIC BUSINESS UPDATE:**

- Manager's Report: Clinic manager read the manager's report. Application for the Cares Act Provider Relief Fund was completed and submitted. Current staff includes Kimberly and Laurie. An answering service has been deployed. Recruitment for a mid-level FNP was been posted on the 'Indeed' website but limited 'hits' to date. Should we hire a recruiter? Sue made comment to send the FNP position description to MCMC as they will assist with recruitment and sourcing. ECW (electronic records) transition ongoing. Nina has renewed and revised insurances and other policies. Dr. Pendleton had contacted Middy to ask him to reconsider his decision to decline. Dr. Patrizio desires to do pain clinic and palative care in the area; he was asked to continue until permanent position is filled. Dr. Pendleton will assist with patients periodically.
- Financials: P&L shows \$5k in the red; this will improve when tax money is received in November.
  - Motion made by Sue Knapp to approve the financials (P&L Statement for July); seconded by Dennis Beechler. Ayes (Holycross, Beechler, Helquist and Knapp). Abstain (Richey; didn't receive a copy). Motion carried.

**VI. NEW BUSINESS:**

- Board Officers: Reconfirmation of Board officers is needed. Jim Holycross had resigned from the Vice Chair position (to nominate Sue to the position). Dennis nominated Jon Helquist and Jim nominated Sue Knapp. As no one was willing or able to be the Secretary (Sue's current position), she declined the VC nomination and will remain as Secretary. Jim then nominated Sue as Chair and Dennis as VC. Sue declined so as not to 'rock the boat'. Jon voiced concerns about loss of Board knowledge after Dennis and Sue leave the Board in 2021 and Sue was more

qualified to be VC. He envisioned the VC position being a training position. Dennis and Sue have been 'driving the bus' for awhile out of necessity. Kathie suggested Sue stay as Sec and Jon be VC. Jon is willing to give it a try. Dennis asked those in favor of Jon being VC and Sue as Sec – say aye (ayes - Kathie, Dennis, Sue). Upon query, Jim stated a desire to remain as VC. All Board members ended up retaining their current positions: Chair (Dennis), Vice Chair (Jim), Secretary (Sue). Sue reiterated the need to for the Board to help in various ways / areas.

- **Public Records Policy:** Because of recent public records requests, there is the need to review our policy. Sue had developed a 1-pager of the policy to accompany the records request disclosure form, which will need review. Consider inserting legal review of records request as the City of Maupin does. Concern exists with public review of policies at the clinic due to HIPPA (confidential patient information). *Staff will make amendments to this policy for approval at the September Board meeting.*
- **Leave Policy** – Currently using 2019 version. SDAO has stated clinic does not qualify for FMLA or OFLA because of size; this needs to be removed from our policy. Look into whether the clinic qualifies for OMLA (military leave). *Staff will need to update for approval at September Board meeting.*
- **Meeting with MCMC:** Dennis and Sue met with MCMC Exec staff/ CEO and Mike Westby on 8/10. MCMC committed to help us recruit for providers. Conversations will continue on how they can help us. Dr. Pendleton questioned whether an MOU was needed to formalize all the commitments. We currently have an MOU for telehealth.
- **Provider Model:** How do we provide for the community's diverse needs with a collage of providers? Kathryn described the model of having a variety of providers to cover all the bases. Behavioral health, pediatrics, women's health, orthopedics are areas needing attention. Hispanics have historically been underserved. A potential part-time female provider could focus on women's health. Dr. Pendleton stated local clinics are best in providing service to a community. While a board-certified physician could handle it all recruiting an FNP that could be mentored would be most cost effective. He had concerns with the compromising of care with multiple providers. His suggestion was to keep providers to a minimum and mentor the FNP or newly certified physician.
- **Board Training Opportunities:** Sue Knapp reminded the Board of training opportunities through SDAO. Training occurring now via webinars. She will be on the look out for future training.

**VII. ANNUAL REVIEWS:** None

**VIII. CONTRACT REVIEWS:** Dr. Pendleton is being hired as an Employee of the WRHD and is not on contract.

- Motion was made by Jim Holycross to approve Mike Pendleton as the Medical Director/ District Manager for the WRHD as per the Position Description. Motion was seconded by Sue Knapp. All ayes. Motion carried.


**IX. OTHER BUSINESS/CONCERNS/COMMENTS:** None

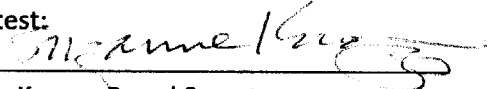
**X. PUBLIC COMMENT:**

- Protocol suggestion is to have individuals identify themselves and their area of residence.
- Rod Woodside (Maupin) questioned about the issue with HIPPA in reviewing policies at the clinic. Are there policies that are covered under HIPPA jurisdiction? No, the issue is the review of policies in a confidential HIPPA clinic environment. Policies need to be reviewed off site (potentially Canyon Rim) or on-line, or the public can receive mailed copies at a cost. The suggestion was to place key, updated policies on the website.

- XI. CLOSURE OF PUBLIC MEETING: Meeting was closed to the public at 10:13.
- XII. EXECUTIVE SESSION (ORS 192.660(2)(a) *to consider the employment of an officer, employee, staff member or agent*):
  - Executive Session commenced at 10:18 and concluded at 11:06. (Public participants were placed in the 'waiting room').
- XIII. OPEN PUBLIC MEETING: Public portion of the meeting was opened at 11:06. Kim Mead asked if she could make a comment since she wasn't able to before. She was asked to submit her question/comment to the clinic manager.
- XIV. ADJOURNMENT: Meeting was adjourned at 11:08.

ATTESTATION:

  
Dennis Beechler, Board Chairman

Attest:   
Sue Knapp, Board Secretary