

**CLATSOP CARE HEALTH DISTRICT
BOARD OF DIRECTOR'S MEETING
April 7th, 2020
Regular Meeting Minutes**

I. CALL TO ORDER

Linda called the meeting to order at 05:00 pm via Zoom teleconference.

Role call: present = P excused = E absent = A

Board Members		Management	
Linda Crandell	P	Mark Remley Aidan Health Services	P
Mike Aho	P	Channon Larson Aidan Health Services	P
Paul Radu	P	David Miller Administrator CCHR	P
Dr. Roy Little	P	Launa DeGiusti Administrator CRV	P
Jacqueline DeVaney	P	Jennifer Williams Administrator CCMC	P
Chuck Meyer	P	Debi Martin IHC Director	P
Megan Lampson	P	Mike Kerwin CTO	P
		Clarissa Johnson Community Outreach Dir	
		Other staff	
		Star Rider	
		Melissa Schacher	
		Members of the public	

II. CONSENT AGENDA

A. Agenda approval.

Linda Crandell requested adding action item **Policy:** Coronavirus Paid Sick Leave

Jaqueline DeVaney made a motion to approve, Chuck Meyer seconded. All said aye.

B. Approval of regular February 4th meeting minutes. Jaqueline DeVaney made motion to approve, Mike Aho seconded. All said aye to approve.

III. PUBLIC COMMENT This is an opportunity for anyone to give a 3-minute presentation about any item on the agenda OR any topic of board concern that is not on the agenda.

Linda Crandell asked if the Zoom meeting connection information was made available to the public. Mike Kerwin stated that this information was sent over to the Astorian and has been posted on the website. An audio recording for this April 7th meeting is available for review if requested.

If any members of the public have comments, this can be emailed to Linda Crandell. These comments will then be discussed at a future meeting, once the Covid-19 crisis has subsided.

IV. ADMINISTRATION REPORTS

- A. David Miller provided an update on Clatsop Care Health and Rehabilitation. Please see his report for details.

David Miller expressed appreciation for the CNA students who have worked hard in the facility aiding and giving great resident care. A graduation ceremony for the students will be taking place Wednesday the 8th.

- B. Launa DeGiusti provided an update on Clatsop Retirement Village. Please see her report for details.

Jaqueline DeVaney noted that there are concerns about personal protective equipment being in short supply and suggested Launa DeGiusti contact Oregon's Senators for support.

Mike Aho asked if there are any issues with residents are CRV leaving the building to go out in the community.

Launa DeGiusti noted that ongoing communication with staff and residents regarding limiting their exposure to others as much as possible is very important. Most residents are respecting this and are staying in their rooms. Packages are being held for a period of time and sanitized before being delivered to residents.

- C. Jennifer Williams provided an update on Clatsop Care Memory Community. Please see her report for details.

- D. Debi Martin provided an update on In home care. Please see her report for details.

- E. Clarissa Johnson provided an update for community outreach activity.

Clarissa Johnson commented that she set up an addition to the CCHD website that provides regularly updated information about the Districts efforts regarding the Covid-19 virus. There is

also a pop up on the main CCHD website that directs attention to this. Clarissa Johnson asked that people reach out to her regarding publishing any information that will be beneficial to the community.

- F. Mark Remley provided an update on Clatsop Care Health District. Please see his report for details.

Mark Remley shared details regarding efforts being made to keep residents and staff safe from the Covid-19 virus District wide. Many regulatory waivers have been put into place to make it easier for facilities to operate during the outbreak.

Roy Little asked, is the screening process the same for all facilities? Are masks being used by everyone in the facilities?

Mark Remley confirmed that the screening process and masks are being used throughout the District. Mark Remley will send the policy regarding this to everyone via email. Cloth masks are being made available as much as possible.

Roy Little commented that he received an email from Columbia Memorial Hospital regarding a conference call on Thursday April 9th regarding Covid-19 and coordinating recourses. Roy Little will forward the email to Mark Remley this information regarding this call.

Mark asked that board members send a thank you to staff members regarding all the hard work and send it to facility administrators to share with staff.

- G. Mark Remley Financial report. Please see his report for details.

Linda Crandell asked if Mark Remley has investigated how to use the Memorial fund money.

Mark Remley commented that the only requirement is to add and allocate those dollars to the general budget. Then those funds could be utilized.

Mike Aho requested that Mark Remley create a GL code to track additional Aidan expenses in more detail. Mike Aho requested that Mark research the CRV LLC account for the interior upgrades and weather RFP's are required for every stage of this process.

Mark Remley will follow up regarding this.

V. ACTION ITEMS

- A. **Policy:** Coronavirus Paid Sick Leave

Mark Remley explained the Paid sick leave policies requirements and how employees can use it.

Roy Little asked that Mark Remley clarify the wording in the policy so that the information is more clearly defined and will protect the person taking the time off.

Mark will change the policy to clearly define the requirements for Corona Virus Sick leave.

Regarding Covid-19 testing. Jacqueline DeVaney stated.

Covid-19 testing has been expanded at Providence Seaside, staff or residents who are having symptoms consistent with COVID 19 will be able to receive a test in the COVID-19 tent at Providence Seaside Hospital.

Here are their priorities for testing:

- 1) inpatients and symptomatic healthcare workers
- 2) residents of skilled nursing facilities and large senior living communities
- 3) persons who are elderly or have comorbid conditions that place them at high risk

It takes about 48 hours to receive a result after being tested. With expanded testing capabilities, this should help with decision making when staff are having symptoms consistent with COVID. Let me know if you have any questions. A physician's order is not required to be tested.

Linda Crandell noted that two staff members prior to April 1st took time off as a precaution. She recommends that those staff members should have the option to retroactively collect this PTO.

After more discussion it was determined that this is very important for staff to be able to use the Coronavirus Paid Sick Leave retroactively.

Roy Little motioned to approve the policy, Jacqueline DeVaney seconded. All said aye in favor of approving this policy, subject to revision after Mark Remley emails this policy to all members for review.

Mark Remley commented that he will change the language of the policy to accommodate the concerns expressed. The policy will reflect current CDC guidelines.

VI. DISCUSSION

A. Tax levy update.

Channon shared details regarding the cement slab for the auxiliary fuel tank at CCMC. There have been some delays due to Covid-19 concerns with the contractor. It is expected that this project should be complete by the middle of May.

The siding repair at CRV is nearly complete. There will be some clean up and painting in July once the weather is better.

The porte-cochere project details are being worked out.

Linda asked for an update on the other projects that have been approved.

AED devices and patient lifts have been purchased and are in use. The Internet project at CCHR is complete. There is full coverage on 2nd 3rd and 4th. The phone systems are in the process of being programmed and should be installed by the middle of May. The wireless access points at CRV will be installed at a later date once the Covid-19 crisis has passed.

Mark confirmed that the District is on budget.

B. Work session.

The board work session will be discussed at a future time when the Covid-19 restrictions have subsided.

C. Dialogue on Care Center Future.

This will be discussed as a complete board at a future date once the Covid-19 restrictions have subsided.

D. Update on benefits.

This will be discussed as a complete board at a future date once the Covid-19 restrictions have subsided.

All board members agreed that this should be covered at a special board meeting, not at a regular board meeting.

VII. BOARD NOTATIONS CLOSING COMMENTS

Linda Crandell expressed appreciation for the article in the Astorian that was an interview with Mike Aho.

Mike Aho expressed appreciation for CCHR's efforts regarding a family member both in safety and care.

Megan Lampson expressed appreciation for staff at CRV working hard to take care of residents and pitch in when for a short period of time both elevators stopped working.

Jacqueline DeVaney expressed appreciation for Marks suggestion to send a thank you for staff and the hard work during this challenging time. She intends to send this out Wednesday via email.

VIII. ADJOURNMENT

Roy Little made a motion to adjourn. The meeting was adjourned at 6:30 PM

Chair

Date

Secretary

Date

Minutes recorded by Mike Kerwin CTO