

**CLATSOP CARE HEALTH DISTRICT
BOARD OF DIRECTOR'S MEETING
May 5th, 2020
Regular Meeting Minutes**

I. CALL TO ORDER

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

Roll 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	P
		Other staff	
		Melissa Schacher	
		Jade Rainaud	
		Members of the public	
		Star Rider	
		Sharon Jackson	

II. CONSENT AGENDA

Agenda approval.

Action items that were added to the agenda.

- A. Covid-19 PTO Policy.
- B. Covid-19 preparedness policy.
- C. AED reimbursement for Clatsop Care from Levy funds.

Roy Little made motion to approve, Mike Aho seconded. All said aye.

Approval of regular meeting minutes.

- A. Linda Crandell requested that the minutes show public comments should be emailed to Mark Remley mremley@aidanhealthservices.com and not to herself.

Chuck Meyer made motion to approve, Paul Radu seconded. All said Aye.

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 noted that due to the Covid-19 outbreak, public comment will be received via email, subject line "Public Comment Board Meeting" Mark Remley mremley@aidanhealthservices.com will read any emails previously sent at this time. This system will continue until which time we are able to have in person meetings because of the COVID-19 situation. No emails were received since the last board meeting. Public comments may also be dropped off with the receptionist at Clatsop Care Health and Rehabilitation. These should be in an envelope that says Public Comments for Board meeting on the outside. These comments will then be entered the minutes of a future board meeting.

IV. ADMINISTRATION REPORTS

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

David Miller commented that Covid-19 has seriously impacted daily operations. Admissions to the facility have been stopped until test results have been received regarding possible Covid-19 infection. Supplies of PPE have been increased. Currently, there have been no positive results amongst staff or residents for the Covid-19 virus. The state health inspector has made two visits to Clatsop Care. The facility was given positive comments regarding facility policy and efforts regarding Covid-19. There have been community members who tested positive for Covid-19 who work at Bornstein Seafoods locally. https://www.dailystorian.com/coronavirus/bornstein-seafoods-faced-safety-complaint-before-coronavirus-outbreak/article_cba67e9e-8e3c-11ea-9b01-07cdae642e9f.html

An effort is being made to find out if any District staff members have family that work at this business.

Board members commended David and his team for a tremendous job well done during this crisis.

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Roy Little asked, have there been any family members that feel it would be better to move their loved one out of the facility to a place they feel might be safer.

David Miller commented that overall most feel that Clatsop Care is doing a great job of taking care of residents and do not feel the need to move them out.

Roy Little asked, are there any residents that could be given care at another facility other than SNF if needed.

David Miller commented that due to the acuity level of most of the residents. It is unlikely that they could get the kind of care they need in someplace other than at the Skilled Nursing Facility level.

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

Roy Little asked, are the residents able to go outside in the fresh air.

Launa DeGiusti confirmed that the residents are able to go out in the courtyard /walkway and enjoy the fresh air while observing social distancing requirements.

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

Jennifer Williams noted that one of her employees has a family member that works for Bornstein seafoods has been tested for Covid-19 and she is waiting for results.

Roy Little noted that the emergency generator has been upgraded in its fuel capacity.

Jenifer Williams commented that it is all filled with fuel and ready to go.

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

Debi noted that her staff have had strong and regular training regarding Personal Protective Equipment usage. Due to Covid-19 and social distancing, this training has been conducted one on one in the back-parking lot or healing garden.

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

Mike Aho requested that Clarissa get a press release out in the Astorian regarding the generator upgrade at the Memory Care.

Clarissa will follow up on this.

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

Mark Remley commented that regular communication with the facilities and staff is ongoing. He shared details regarding requirements for PPE supply reporting requirements which will include

community-based care. Mark Remley is reviewing guidelines for Covid-19 testing and length of time staff who are manifesting symptoms need to remain off work. The Covid-19 questionnaire will be updated to include questions about staff having association with any of the food processing plants where Covid-19 infections have been identified. This is ongoing as the situation changes. Mark Remley noted that the budget for the new year is being prepared and attempts are being made to take into consideration how Covid-19 will affect expenses for the District. Concern was expressed regarding Columbia Memorial Hospital beginning to perform elective surgeries again and possibly greater exposure to the Covid-19 virus.

Mike Aho asked, are there other facilities that have benefited from the Covid-19 programs such as the paycheck protection program that the District cannot use due to its publicly owned Government Health District status.

Mark commented yes, the District is limited in the programs that are available for use.

Jacqueline DeVaney commented that as expenses go up and revenue goes down, what are idea's regarding remaining solvent.

Mark Remley feels that this will be a short-term crisis and asking for another tax levy bond measure is likely not needed. With the permanent tax and the Timber tax income, the District can weather this situation.

Roy Little asked, the census including 4 -5 Medicare clients per month and the census cap at 28. Is it intended to increase census above that amount?

Mark Remley said that it is a matter of caring for the current residents with the staff that we have. If staffing can be increased, then that census cap amount can be reviewed.

Roy Little asked, with the potential increase in skilled admissions do you anticipate the need to add licensed nursing staff to handle additional Medicare patients.

David Miller stated that with the current resident care needs and workload, no. Having a medication aide helps the nurses a great deal. However, if a higher acuity resident was admitted, (requires mechanical lift or needs assist in feeding) this would be very challenging with the current staff levels. So, all admissions must be carefully evaluated.

Channon Larson commented that he has signed up for Covid-19 disaster FEMA grant money, and now has access to the portal. **Purpose:** FEMA may provide funding to eligible applicants for costs related to emergency protective measures conducted as a result of the [COVID-19 pandemic](#). Emergency protective measures are activities conducted to address immediate threats to life, public health, and safety. Eligible Applicants may submit funding requests to the Recipient and FEMA through the Public Assistance Grants Portal. <https://grantee.fema.gov/>

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

V. Action items

- A. Covid-19 Preparedness assessment. "Aidan Health services policy".

Jacqueline DeVaney made a motion to accept this policy, Roy Little seconded. All said aye.

- B. Covid-19 sickness PTO Policy.

Jacqueline DeVaney made a motion to approve, Megan Lampson seconded the motion.

Staff members who had used PTO prior to April 1st have had PTO hours added back into their bank based on this policy. All said aye.

- C. CCHR AED Purchased, reimbursed with levy funds.

Megan Lampson made a motion to approve, Roy Little seconded. All said aye.

VI. Discussion

- A. Tax levy update.

Projects are proceeding as planned. Portico at CRV. A soil sample test has been approved. The architect will then be able to present a plan and determine the foundation pillars that will be needed. The design plan is to have it blend in with the building. A design plan and request for RFP should be available by the next board meeting.

The siding at Clatsop Retirement Village is nearly complete. The entire project has been paid for. The contractor will return in the summer months when the ground on the back side of the building is drier. The back side of the building will then be sealed, cleaned and painted finishing the project.

The additional fuel capacity has been added at the Memory Care for the emergency generator.

The phone system upgrade at Clatsop Care and Clatsop Retirement Village will be completed on Thursday May7th.

Roy Little asked about the exterior of Clatsop Care Health and Rehabilitation building. There have been problems with water intrusion. Has a contractor been contacted regarding the repair's? Roy Little stated with dryer weather coming soon, this should be followed through on soon.

Mark Remley has two bids for weather sealing the outside of the building and will follow up with an update at the next meeting.

- B. Board work session. This will be discussed at a future time once the Covid-19 situation has passed.
- C. Care Center Future. This will be discussed at a future time once the covid-19 situation has passed.

VII. BOARD NOTATIONS CLOSING COMMENTS

Roy Little stated that he received communication regarding staffing and care at Clatsop Care Health and Rehabilitation. These issues were discussed with Aidan Health services and David Miller. After this was discussed it was determined that state standards are being met. Roy Little recommends that staffing levels be increased, to be prepared in the event some nursing staff get Covid-19.

Mike Aho agreed that being prepared by increasing nursing staff levels is important. Keeping some levy funds in reserve for this purpose. Mike Aho also recommended that CCHR investigate contacting a local lodging facility to get a year long rate for agency staff or Aidan staff.

Megan Lampson recommended preparing now for a possible surge in Covid-19 infections within the facilities.

Multiple members commended District staff and Aidan Health Services for diligently working despite the challenges of Covid-19.

Next month's meeting will include discussions regarding the new budget for the Health District.

VIII. ADJOURNMENT

Roy Little made a motion to adjourn, Jacqueline DeVaney seconded the motion. The meeting was adjourned at 6:47 PM

Chair

Date

Secretary

Date

Minutes recorded by Mike Kerwin CTO