

**CLATSOP CARE HEALTH DISTRICT
BOARD OF DIRECTOR'S MEETING
April 4th, 2024
Regular Meeting Minutes**

I. CALL TO ORDER

Linda Crandell called the meeting to order at 12:02pm at Clatsop Care Health & Rehabilitation in Astoria Oregon.

A. Roll Call: present = P excused = E absent = A

Board Members		Management	
Linda Crandell	P	Mark Remley, Aidan Health Services	P
Mike Aho	P	Kendra Webb, Administrator CCHR	P
Paul Radu	P	Tammy Jones, Administrator CRV	P
Mary Nauha	A	Hannah Ross Administrator CCMC	P
Melissa Watson (resigned)	A	Debi Martin IHC Director	P
Chuck Meyer	P	Michael Martin, Marketing	P
Megan Lampson	P	Melissa Schacher, Billing	P
		Nicole Easley, Aidan Operations	P
		Jennifer Wooley Aidan Operations	P
		Stacey Dempsey, Payroll/HR	P
		Tami Staley, DON CCC	P
		Members of the public	
		None	

II. CONSENT AGENDA

A. Linda Crandell Call to Order. Linda Crandell brought an addendum to be added. Agenda approval.

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Linda Crandell asked for a motion to approve the agenda with the addition of Budget Work Session added. A motion was made (Megan) to approve the agenda and was seconded. All said aye.

- B. Approval of regular meeting minutes. Motion was made (Chuck) to approve minutes and seconded. All said Aye.
- C. Approval of March 14, 2024 Budget Workshop minutes. Motion was made to approve the minutes and 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.

No public attended.

IV. Education - Postponed

Introduction of Tami Staley the new Director of Nursing at Clatsop Care Health & Rehabilitation Center, Tammy Jones, new Administrator at Clatsop Care Retirement Village and Stacey Dempsey, new Payroll and HR Manager at Clatsop Care Health and Rehabilitation Center.

V. ADMINISTRATION REPORTS

- A. Kendra Webb stated no change to the report. Census is 31 by the end of week. CCC has hired a new Activities Director, Savannah, which starts next Friday. Three people are confirmed for the CNA class. Mike Aho asked how many agency staff we have. Kendra stated three CNA's, no RN. We hope to have zero after this CCNA class.
- B. Tammy Jones stated no changes to report. 62 census with this week's admissions and discharges. Giving a tour today for possible admission. Mark brought up that assessments to be done upon admission, at 30 days, then quarterly thereafter.
- C. Hannah was still in survey but came back later. No changes to report. 32 census. Exit interview for survey saw 13 tags. Resident related, staff training and environmental (furniture and washroom plumbing change- clean side/dirty side). All items are already being worked on prior to survey. Must be fixed in 30 days. Change in furniture chairs bid from \$11,000 to \$15,983. Mike Aho made a motion to approve. Chuck seconded. Linda stated that we can pass today but need it in a resolution. Motion carried all aye. The sign is waiting on city of Warrenton approval.
- D. In-Home Care. Debi had nothing to add to the report.
- E. Mike Martin is working on In-Home care campaign, brochures. Mentioned update on Habitat Conservation Plan, for the timber tax update, which is now in a roll out phase of the new plan.

CLATSOP CARE HEALTH DISTRICT
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- F. Mark Remley said that the county has received our request regarding the sliver of land attached to us at CRV. He will check in every couple of weeks. At this time, Mark doesn't feel there will be an issue. Parking is still a concern. Mark brought up the Project Capital Needs Assessment (PCNA) and that he is working with our lender to assure compliance with one area in particular which is the partition from the rooftop units. Is it still a problem. Mark believed the improvement was aesthetic. Mike Aho and Paul Radu stated that it may not be needed.

Mark stated that the focus for financials will be on the hours and CRV revenue. Will discuss in Budget Work Session to push those up. Comment made that it might have been the best month for CMC financially. Mike Aho stated that it was that long ago that \$28,000 loss each month was normal. Mike Aho also asked if a new Proforma had been penciled out for the new CCC building. Mark said, no, but he will by next meeting. Levy Funds spending list has been updated. We have a final bid from Bealer Roofing. Waiting for the Crane which came in on the 2nd. The first bid was \$326,000. Columbia Roofing. Shane is going through the list of wants and needs for CCC. Linda asked how much we had left. Mark will get a solid number. We have 4 years left. Linda wants to know where we will spend the remainder.

VI. Action Items

- A. Melissa Watson resignation. She has moved out of District boundaries. Motion by Mike Aho, seconded by Paul Radu. All ayes and passed. Reviewed application for board member replacement. We need to notify the public. Set up timeframes, post on website.
- B. New signer resolution (2024-13) for approval of new Signatories at Umpqua Bank. Paul moved and Mike seconded. Aye's have it and it passes.
- C. Resolution 2024-14 CRV Levy request for Terracon to proceed with Geotechnical Engineering Services. Soil samples and borings to make sure it will work for design. This is the last thing to get for due diligence. Chuck made a motion not to exceed \$60,000. Motion seconded and passed.

VII. Discussion

- A. Levy Funds already addressed.
- B. Foundation: Mike Martin said we had a couple of new members to review. Linda said to make sure the board gets to meet them as well for approval.
- C. Care Center Building update: Judy Mattson 5-acre allocation being worked on by Mark. Next step is sitting down with her and not giving advice but offering any professional help she may want from a tax attorney or lawyer in building a plan.
- D. QAPI: Megan Lampson feeling good about Kendra, Tammy we used least amount of admission is good for our financials. Nursing, skin more frequently, resident council, cleanliness, food is tough. Sounds like everyone is working well together.

VIII. BOARD Member Matters

CLATSOP CARE HEALTH DISTRICT
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Mary wanted to say when class of 2024 is having their food and beverage at senior ceremony and that we should sponsor a table.

Chuck: CCC resident council meeting was fun and interesting. Staff did a great job; the food was good. I just wanted to go and see.

Mike: Nothing

Paul: welcome to the new people.

Megan: Congratulations to Hannah on the survey finishing.

IX. Future Meeting Dates

- A. May 9, 2024 – Regular Board Meeting – Memory Care; Tour of Memory Care to begin at 11:00am.
- B. June 6th, 2024 – Regular Board Meeting and Final Budget Presentation.

X. ADJOURNMENT

Adjourned at 1:10pm



Signature

May 9, 2024
Date

Minutes recorded by Mike Martin

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VIII. BOARD Member Matters

CLATSOP CARE HEALTH DISTRICT
BOARD OF DIRECTOR'S MEETING- Budget Work Session
April 4th, 2024 Budget Work Session Minutes

I. Budget Work Session

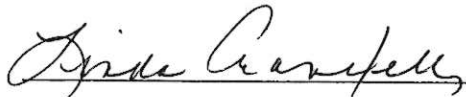
Started at 1:19pm. Present: Chuck, Mike A, Paul R, Linda C, Meaghan L, Mark R, Kendra, Nicole, Hannah, Jennifer, Debi M, Tammy J, Mike M.

Mark opened with the order: CCC, IHC, CRV, CMC. District is now in each of the four operations. Mike Aho asked if we were using a rolling 12 or 8/8x12 so that the July rate increases were accounted for.

- A. CCC-
 - a. Break out Agency on the roll up report for the board; increase projection from \$300,000 to \$500,000.
 - b. Property Insurance increase from \$20,000 to \$28,000;
 - c. 31 Average daily census; top out at 38 on projections;
 - d. Aetna Health Insurance budget neutral.
- B. IHC-
 - a. 1600 hour beginning budget;
 - b. Online Training factored in;
 - c. 45 day marketing test to increase hours, if we don't see anything, pull initial hours back;
 - d. 5% Medicaid Increase July 1, 2024;
 - e. Private \$2.00/hr increase July 1, 2024.
- C. CRV-
 - a. Very premature budget because of revenue calculation changing;
 - b. 7.5% increase on Private pay;
 - c. We will see how the ABST plays into staffing over the next year;
 - d. Expenses should be in line moving forward.
- D. CMC-
 - a. 8% increase on private pay; 5% Medicaid increase July 1, 2024;
 - b. Keep an eye on the ABST to see how it plays into staffing;
 - c. Increase Liability insurance;

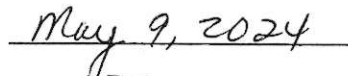
Linda: Do we need another preliminary meeting?

Mark: We can send updated budgets prior to the next board meeting. We still have too many unknown points. Final should be June 1st.



Signature

Minutes recorded by Mike Martin


Date

May 9, 2024- Resolution for check signatures at Umpqua Bank

- All Aidan Health Services checks to be physically signed by one Board of Directors bank authorized signer.
- One Concur-issued check for all other routine payments. Concur requires two approvers prior to payment. OR: The Health District accounts payable software management system will issue checks or process ACH payments for all routine invoices. This software system, currently Concur, requires two electronic approvals prior to payment. For physical checks, Concur will print one authorized bank signer on the appropriate/corresponding check.
- Physical checks may occasionally be issued by District Accounts Payable, after the Concur required electronic approvals, with one physical signature by a bank authorized signer.
- Emergency physical checks may occasionally need to be issued by District Accounts Payable, bypassing Concur, with two physical signatures by bank authorized signers.

Whereas, it is the responsibility of the Board to assure proper signatures are on all checks;

Whereas, the Board has understood that Umpqua needs to update their internal controls on checks written on Health District accounts;

Now, therefore be it resolved that the above rules will be followed on subsequent checks.

Linda Crandell
Printed Name

Linda Crandell
Signature

Chair
Title

May 9, 2024
Date

May 9, 2024- Approval for new signatories with Umpqua Bank— Resolution No. 2024-16

BE IT RESOLVED, that the Board of Directors of Clatsop Care Health District hereby approves the signatories to change on all accounts at Umpqua Bank listed below to the following people:

Linda Crandell

Mike Aho

Mark Remley

Nicole Easley

Kendra Webb

Velita Ann Rubino

Debi Martin

Hannah Olson

0005327148

0005327202

0005330823

0005330831

0005330858

0005747872

7000641824

7000780887

7000780895

7000780937

7000872536

Linda Crandell

Printed Name

Linda Crandell

Signature

Chair

Chairman

May 9, 2024

Date

MICHAEL A. AHO

Printed Name

Michael A. Aho

Signature

5/9/24 SIC/TREAS.

Secretary/Treasurer

5/9/24

Date

Resolution No. 2024-15

May 9, 2024 Resolution to proceed with P & L Johnson as well as Osburn Plumbing to get the laundry room into compliance.

Whereas, the laundry room does not have separation between a "clean" side and a "dirty" side;

Whereas, P & L Johnson will extend the Dryer Vents for \$3,260;

Whereas, Osburn Plumbing will switch out the sinks, etc for \$7,150.

Now, therefore be it resolved to proceed with the above bids to put our laundry room into compliance with the State.

Linda Crandell
Printed Name

Linda Crandell
Signature

Chairman
Title

May 9, 2024
Date

CLATSOP CARE HEALTH DISTRICT
BOARD OF DIRECTOR'S MEETING- Budget Work Session
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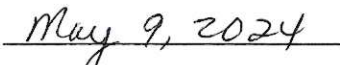
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Signature


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Minutes recorded by Mike Martin

Providence ElderPlace

A Program of All-inclusive Care for the Elderly (PACE)

Providence ElderPlace is open to anyone who is:

- Age 55 or older
- In need of support services as defined by the state of Oregon
- Able to live in your own home or in an assisted care setting
- Living in or relocating to our service area
- Medicaid eligible or willing to pay privately (ElderPlace premium equals the Medicaid rate)

ElderPlace Services include:

- Primary medical care by clinicians with expertise in caring for seniors
- Specialty medical care, such as cardiology, pulmonology and orthopedics
- Dental, vision, hearing and foot care
- Coordinated care and customized care planning
- In-home care and services
- Recreational and therapeutic activities
- Prescription and over-the counter medications
- Physical and occupational therapy and speech pathology
- Adult day services, social activities and meals
- Hospitalizations and medical and surgical procedures
- Emergency and urgent care and 24/7 on-call provider coverage
- Transportation, coordinated by your care team, to and from the health and social center and medical appointments

Call us to discuss your options. An ElderPlace information specialist will provide you with more details about state guidelines and ElderPlace eligibility.

All authorized services are covered in full for PACE participants. PACE participants must receive all needed health care, including primary care and specialist physician services (other than emergency services) from the PACE organization or from an entity authorized by the PACE organization. PACE participants may be fully and personally liable for the costs of unauthorized or out-of-PACE services. Emergency services are covered.

503-215-6556 (Portland metro)
503-717-7150 (Clatsop/Tillamook)
www.providence.org/elderplace

1-855-415-6048 (toll free)
TTY 1-800-848-4442 (hearing impaired)

Clatsop County, Oregon (Mouth of the Columbia)

Draft Floodplains (as of January 31, 2024)

Effective Floodplains

Scope (Flood Study)

Draft Floodplains

Draft Assess

Overview

Draft flood hazard mapping for Clatsop County was released January 2024.

Proposed areas are grouped by risk, flood frequency, and flood zone as follows:

Area of High Flood Risk (1% Annual Chance Flood Event)

- Zones A, AE, AE (Coastal), AE (Floodway), AH, AO, V (Coastal), and VE (Coastal)

Area of Moderate Flood Risk (0.2% Annual Chance)

- Zone X (0.2% Annual Chance)

Area of Unknown Flood Risk

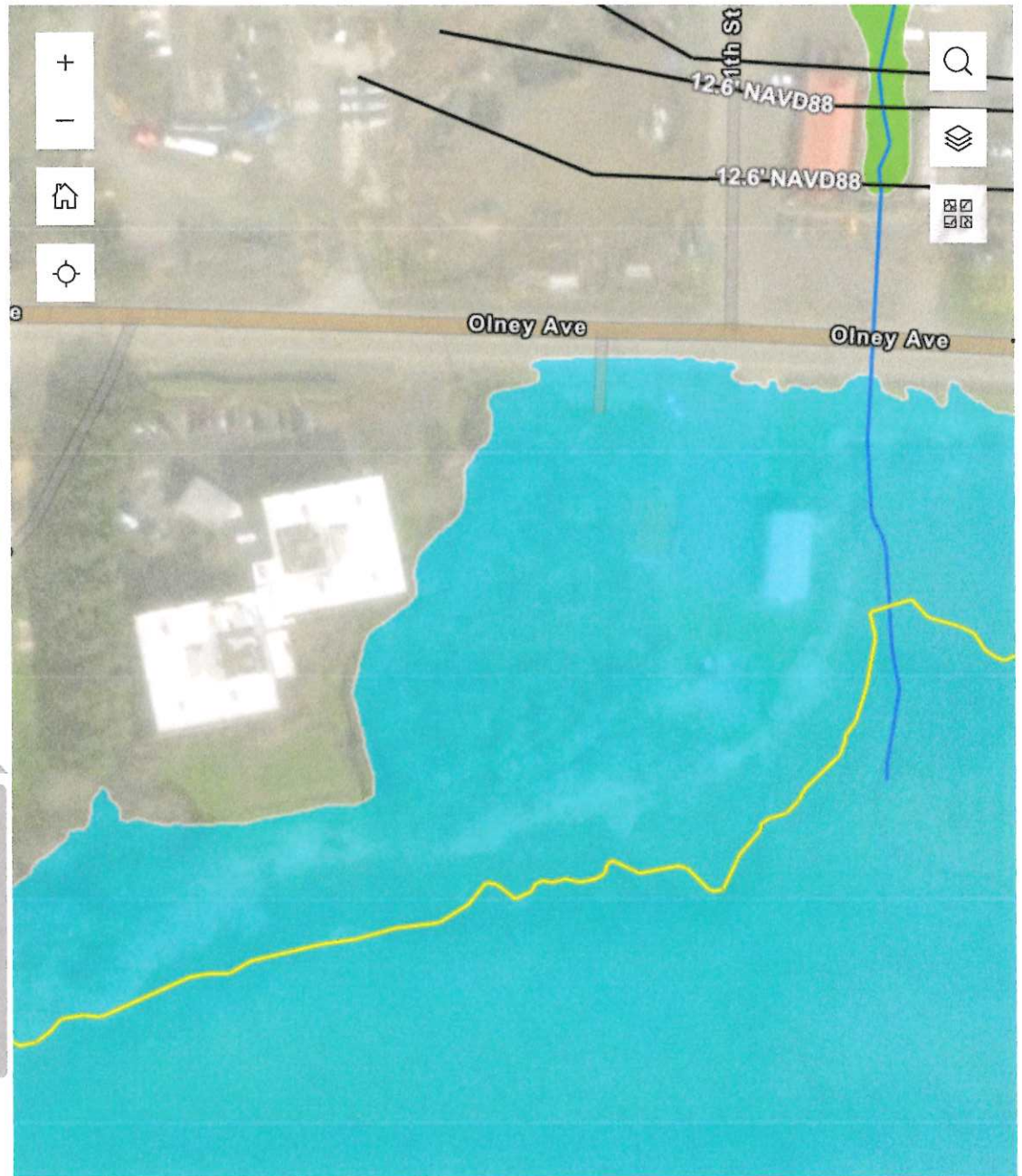
Draft Study Area (as of January 31, 2024)



Draft Riverine 1% Annual Chance Water Surface Elevations (as of January 31, 2024)

Draft Coastal Study Reach (as of January 31, 2024)

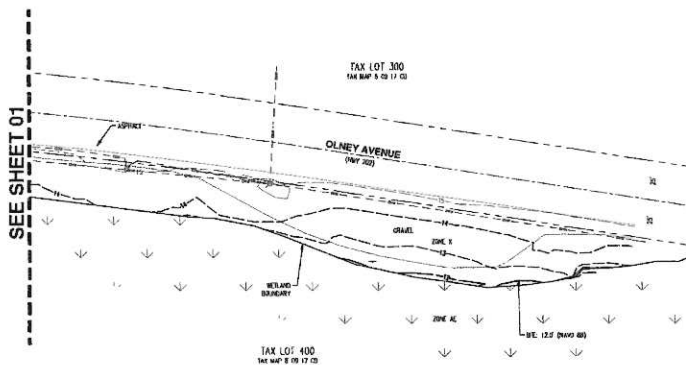
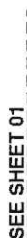
Draft Riverine Study Reach (as of January 31, 2024)





Elevation of each wetland boundary flag is at ground level
and not the height of the flag
Blue line is approximate of wetland boundary

PHS7951
Olney Ave, Astoria

[illegible]

- [illegible]

Figure 8-7. Crediting Worksheet for Mitigation Banks & In-Lieu Fee Projects

A) MINIMUM ACREAGE REQUIREMENT (per one acre of impact)			
Mitigation method Pg. 7	Restoration/creation/waterways 1.0	Enhancement 3.0	Preservation *case-by-case 10.0
B) CREDIT DECREASE FACTORS (as percentage of minimum)			
Function temporal loss Pg. 9-10	Area has (a) upland soils that were not historically hydric or (b) hydric soils that will be disturbed,	0.5	
	Area has hydric soils that will not be disturbed or the project does not include wetlands	0.0	
C) MITIGATION CREDIT CALCULATIONS			
A	Minimum acreage requirement		
B	Credit decrease factor		
C	Line A × (1+ Line B)		
D	Applicable site acreage		
E	Line D ÷ Line C		← Potential credits
D) BUFFER CREDITS (if applicable) Pg. 12			
F	Acres of buffer		
G	Credit ratio (case-by-case)		
H	Buffer credit		
I	Line E + Line H		← Adjusted mitigation credits

Please describe the benefits to CCHD of implementing this project? Residents enjoy spending time outside but there has never been enough furniture. This will give residents different options on where they want to sit.

Project Description: Describe the scope, location and business impact. For equipment/systems please include a description of benefits.

Upgrading outdoor areas for more use by the residents.

Project Justification and Consequences of not funding: Describe how this project furthers CCHD goals or supports new initiatives and the negative impact of not funding.

Families have complained about some furniture in the past that was removed. Also some furniture was too light and residents would try to use it for getting over the fence.

PROJECT APPROVAL (please type in name, date and check box)

Administrator: Hannah Ross <input checked="" type="checkbox"/> Approved	Levy Committee : <input checked="" type="checkbox"/> Approved Date: Linda Campbell
CEO: <input checked="" type="checkbox"/> Approved [Signature]	Board Chairperson : <input checked="" type="checkbox"/> Approved Date: Linda Campbell

Please describe the benefits to CCHD of implementing this project? Chairs will be cleanable.

Project Description: Describe the scope, location and business impact. For equipment/systems please include a description of benefits.

Replacing dining room chair to bring up to code for cleanable surface.

Project Justification and Consequences of not funding: Describe how this project furthers CCHD goals or supports new initiatives and the negative impact of not funding.

Keeping up to code is always the goal.

PROJECT APPROVAL (please type in name, date and check box)

Administrator: Hannah Ross Approved <input checked="" type="checkbox"/>	Levy Committee Date: <i>June 2015</i> <input checked="" type="checkbox"/> Approved
CEO: Approved <i>H. Ross</i> <input checked="" type="checkbox"/>	Board Chairperson Date: <i>June 2015</i> <input checked="" type="checkbox"/> Approved

CLATSOP CARE HEALTH DISTRICT
BOARD OF DIRECTORS MEETING
April 2024

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Megan: Congratulations to Hannah on the survey finishing.

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X. ADJOURNMENT

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Signature

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