

**CLATSOP CARE HEALTH DISTRICT
BOARD OF DIRECTOR'S MEETING
May 8th, 2025
Regular Meeting Minutes**

I. CALL TO ORDER

Linda Crandell called the meeting to order at 12:01pm at Clatsop Care Retirement Village in Astoria, OR.

A. Roll Call: Present = P Excused = E Absent = A

Board Members		Management & Staff	
Linda Crandell	P	Mark Remley Aidan Health Services	P
Chuck Meyer	P	Nicole Easley, Aidan Health Services	P
Megan Lampson	P	Jennifer Woolley, Aidan Health Services	P
Mike Aho	P	Kendra Webb, Administrator CCHR	P
Paul Radu	P	Ann Rubino, Administrator CRV	P
Mary Nauha	P	Hannah Ross, Administrator CCMC	P
Christian Honl	P	Debi Martin, Director IHC	E
		Stacey Dempsey, HR	P
		Michael Martin, District Marketing & Comms	P
		Melissa Schacher, District Billing Specialist	P
		Jennifer Smeltzer, Aidan RDO (new)	P
		Mike Kerwin, District IT	P
Members of the Public via Zoom		Members of the Public	
		Tom K, CRV Resident	P
		Virginia Hall, Guest	P
		Lisa Schroder, Foundation Candidate	P

II. CONSENT AGENDA

- A. Linda Crandell requested a motion to move Item B – Lenity Proposal from VII. Discussion to VI Action Items. Chuck Meyer moved to approve the agenda as amended. Board votes aye unanimously. Motion carried.
- B. Approval of April 3rd, 2025, regular board meeting minutes as presented. Mike Aho made a motion to approve the minutes. Christian Honl seconded the motion. Board votes aye unanimously. Motion carried.

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.

Tom K, CRV Resident, shared with the board that he was speaking on behalf of the CRV Resident Council. The council had a complaint that there was not enough communication between the facility and the residents regarding facility maintenance. The second complaint was about the food being served – that there needs to be additional options for diabetic residents. Tom shared that he and Ann Rubino, ED, had a lengthy conversation and that there were corrective measures put in place.

IV. BOARD EDUCATION – EMERGENCY PREPAREDNESS

Kendra Webb, CCC ED, shared with the board the processes that are in place at her facility for emergency preparedness that includes policies and procedures that are in place district wide, evacuation plans, and safety committees within the facilities. All facilities review annually their mutual aid agreements with local schools, churches, and medical and transport companies. There was further discussion about drills, food supply, active shooter, and camera surveillance.

V. ADMINISTRATOR REPORTS

- A. Kendra Webb provided an update on Clatsop Care Health and Rehabilitation. Please see her report for details. Kendra Webb shared census is at 37. Mike Aho asked how many bariatric residents; there are five. Linda Crandell asked if the shower project was complete; yes, it is.
- B. Ann Rubino provided an update on Clatsop Retirement Village. Please see her report for details. Ann shared that there is seven pending move-ins. Mike Aho asked if there was a waiting list for the studio apartments. Ann replied yes.
- C. Hannah Ross provided an update on Clatsop Care Memory Community. Please see her report for details. Hannah shared that she has a new maintenance director. The census is full. Christian Honl asked why CCMC was over budget for the month. Hannah shared that food was over budget, and there was the annual fire alarm expense.
- D. Nicole Easley spoke on behalf of Debi Martin to provide an update on In-Home Care. Please see Debi's report for details. Mike Aho observed that the hours report had errors. Nicole will review.

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E. Resolution 2025-28

Resolution Imposing the Tax. Christian Honl made a motion to approve Resolution 2025-28.

Mike Aho seconded the motion. motion. Roll call vote to the board: Megan Lampson, Aye.

Christian Honl, Aye. Mike Aho, Aye. Paul Radu, Aye. Chuck Meyer, Aye. Mary Nauha, Aye. Chair votes Aye. Motion carried.

F. Resolution 2025-29

Resolution to approve a new board member to the Clatsop Care Center Health District Foundation.

Chuck Meyer made a motion to approve Resolution 2025-29. Paul Radu seconded the motion.

Lisa Schroder introduced herself to the board. Mary Nauha shared the highlights of her

interview with Lisa. Roll call vote to the board: Megan Lampson, Aye. Christian Honl, Aye. Mike

Aho, Aye. Paul Radu, Aye. Chuck Meyer, Aye. Mary Nauha, Aye. Chair votes Aye. Motion carried.

VII. GENERAL DISCUSSION

A. Building Update – Mark Remley shared that the building application did get submitted. The Army Corp of Engineers responded requesting additional information in three areas. Pacific Habitat is currently working on the follow up items requested. We are still on track currently for the May 2026 ballot.

B. Lenity Proposal – Mark Remley shared that Lenity is willing to prepare an initial scope for the CRV remodel project with a cost of \$8-\$10,000.00. This will streamline the remodel project and align with the new building aesthetic. Christian Honl pointed out that approval is not needed for this dollar amount – it is within Mark's discretionary range. There was consensus from the board for Mark to move forward with this arrangement.

VIII. BOARD MEMBER MATTERS/COMMENTS

Linda Crandell: Thanked Paul and Megan for their service on the board.

Chuck Meyer: Shared about the plant sale at the fairgrounds on 5/10 and thanked Paul and Megan for their service on the board.

Mike Aho: Thanked both Paul & Megan for their time on the board.

Christian Honl: Shared that he enjoyed the brief time working with Paul and Megan and that they both will be missed.

Paul Radu: Thanked Aidan, District Staff, and fellow board members – he has lots of good memories of his time on the board.

Megan Lampson: I have seen the district through great times, not so great times, and now we are back to great times. I have enjoyed my five years on the board.

IX. FUTURE MEETING DATES

A. June 5th, 2025: Board Meeting, Clatsop Retirement Village, 12pm

B. July 3rd, 2025 – Board Meeting, Clatsop Care Center, 12pm

C. August 7th, 2025 – Board Meeting, Clatsop Care Center, 12pm

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- E. Michael Martin provided an update on Marketing and Recruiting. Please see his report for details. Michael had nothing additional to add to his report. Mike Aho asked if we knew how many of the nineteen leads were now clients of the district? Mike replied that with the current system we are unable to track that information. There was discussion among the board members about which platforms we are or are not using for advertising.
- F. Mark Remley provided a CEO update on Clatsop Care Center Health District. Please see his report for details. No additions to the report.
- G. Mark Remley provided a financial report. Please see his report for details. Mark shared with the board that CCC net margin is higher with increased census, hours are up at In-Home Care, CRV's daily census has improved, and nothing additional for CCMC.

VI. ACTION ITEMS

- A. Resolution No. 2025-24
Resolution to approve the Temporary Aidan Accounting Services Contract for 90 days.
The sub-committee will review the full Aidan contract. Chuck Meyer made a motion to approve resolution 2025-24. Mary Nauha seconded the motion. Mike Aho asked Mark Remley to clarify the Moss-Adams current budget year expenses. Nicole Easley will provide those numbers. Roll call vote to the board: Megan Lampson, Aye. Christian Honl, Aye. Mike Aho, Aye. Paul Radu, Aye. Chuck Meyer, Aye. Mary Nauha, Aye. Chair votes Aye. Motion carried.
- B. Resolution No. 2025-25
Resolution to adopt the Clatsop Care Center Health District fiscal year 2025-2026 budget.
Christian Honl made a motion to approve Resolution 2025-25. Megan Lampson seconded the motion. Roll call vote to the board: Megan Lampson, Aye. Christian Honl, Aye. Mike Aho, Aye. Paul Radu, Aye. Chuck Meyer, Aye. Mary Nauha, Aye. Chair votes Aye. Motion carried.
- C. Resolution No. 2025-26
Resolution to Appropriate the Clatsop Care Center Health District fiscal year 2025-2026 budget.
Chuck Meyer made a motion to approve Resolution 2025-26. Megan Lampson seconded the motion. Roll call vote to the board: Megan Lampson, Aye. Christian Honl, Aye. Mike Aho, Aye. Paul Radu, Aye. Chuck Meyer, Aye. Mary Nauha, Aye. Chair votes Aye. Motion carried.
- D. Resolution 2025-27
Resolution Categorizing the Tax. Mary Nauha made a motion to approve Resolution 2025-27.
Christian Honl seconded the motion. Roll call vote to the board: Megan Lampson, Aye. Christian Honl, Aye. Mike Aho, Aye. Paul Radu, Aye. Chuck Meyer, Aye. Mary Nauha, Aye. Chair votes Aye. Motion carried.

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X. ADJOURNMENT

Linda Crandell asked for a motion to adjourn. Mary Nauha made the motion.

The meeting adjourned at 1:10pm.

Signature

Date

Minutes recorded by Stacey Dempsey

Clatsop Care Center
Board Report
June 2025

Mission: Our mission is to provide a continuum of highest quality service and care to meet the physical, social and emotional needs of our community.

Community

"In all that we do, whether among staff, with our clients and their loved ones, or with other organizations in the community, we foster a spirit of collaboration as we work together to achieve common goals."

- Financial: Net margin is pending. Expected to be approx. the same as March.
- Current census: 32. Average census for May was 32 on a budget of 31.
- Building: Elevator modernization in progress and expected to take about a month. The shower room was completed and staff are using it again. The concrete testing report should be back to Charter Construction in the next week and then their engineering team will review and make recommendations. We have 2 bids on the retaining wall and are evaluating them for next steps.

Dedication

"Our staff and leadership teams are talented, experienced professionals who are fully invested in delivering the best possible care experience for our clients and their loved ones."

- Retention: 63%
- Turnover: 86%
- Key open positions: Resident Care Manager, Activity Director is going back to school and will return to the floor as a CNA. The activity director from CRV has requested a transfer to the Care Center which will take place in June.
- Agency use: \$86k in April. This is up \$14k from last month to ensure minimum staffing requirements are met for RNs and CNAs.

Compassion

"We treat our clients, their loved ones and our peers with respect and kindness. Our priority at all times is to facilitate the highest quality of life possible for those who are in our care."

- Satisfaction Surveys: 4.28/5. Focus areas appreciated: cares, dignity and respect.
- Regulatory: Nothing to report at this time.
- Outbreak status: No Covid cases at this time.

Completed May 28, 2025.

Clatsop Care Retirement Village
Board Report
June 2025

Mission: *Our mission is to provide a continuum of highest quality service and care to meet the physical, social and emotional needs of our community.*

Community

"In all that we do, whether among staff, with our clients and their loved ones, or with other organizations in the community, we foster a spirit of collaboration as we work together to achieve common goals."

- Financial: Net Margin-pending.
- May average daily census last month: 61.74 on a budget of 65. 29.55 Medicaid on a budget of 31 and 32.19 private on a budget of 34.
- Current census: 61, 1 out to the Care Center.
- Building: Roofing project should be completed by mid-June.

Dedication

"Our staff and leadership teams are talented, experienced professionals who are fully invested in delivering the best possible care experience for our clients and their loved ones."

- Retention: 48%
- Turnover: 117%.
- Key open positions: None
- Agency use: None

Compassion

"We treat our clients, their loved ones and our peers with respect and kindness. Our priority at all times is to facilitate the highest quality of life possible for those who are in our care."

- Satisfaction Surveys: Recent Pinnacle report showed a 92% satisfaction rate. Area of focus is response to problems.
- Regulatory: Pending state survey. It is a year past due. Mock survey from the Aidan team occurred the end of May.
- Outbreak status: No outbreaks at this time.

Clatsop Care Memory Community
Board Report
June 2025

Mission: *Our mission is to provide a continuum of highest quality service and care to meet the physical, social and emotional needs of our community.*

Community

"In all that we do, whether among staff, with our clients and their loved ones, or with other organizations in the community, we foster a spirit of collaboration as we work together to achieve common goals."

- Financial: Net Margin is pending
- May average daily census: 31.19
- Current census: 31 on a budget of 30. 19 PP and 12 Medicaid on a budget of 19 PP and 11 Medicaid.
- Building: None currently. Will continue to work with school for art project which will resume either summer/fall.

Dedication

"Our staff and leadership teams are talented, experienced professionals who are fully invested in delivering the best possible care experience for our clients and their loved ones."

- Retention: 59%
- Turnover: 86%
- Key open positions: None
- Agency use: None

Compassion

"We treat our clients, their loved ones and our peers with respect and kindness. Our priority at all times is to facilitate the highest quality of life possible for those who are in our care."

- Satisfaction Surveys: 89% satisfaction on May Pinnacle Survey.
- Regulatory: Survey due April 2026
- Outbreak status: None

Clatsop In Home Care
Board Report
June 2025

Mission: *Our mission is to provide a continuum of highest quality service and care to meet the physical, social and emotional needs of our community.*

Community

"In all that we do, whether among staff, with our clients and their loved ones, or with other organizations in the community, we foster a spirit of collaboration as we work together to achieve common goals."

- Financial: Net margin: Pending. Expect to have a strong month due to strong hours.
- Average daily census/hours last month: Average daily hours for April was 42.03. Hours of service for April were 2144.
- Current census/hours: Average daily hours for May are 42.18. Hours of service for May are estimated to be approximately 2025.
- Building: N/A

Dedication

"Our staff and leadership teams are talented, experienced professionals who are fully invested in delivering the best possible care experience for our clients and their loved ones."

- Retention: 79%
- Turnover: 73%
- Key open positions: None
- Agency use: N/A

Compassion

"We treat our clients, their loved ones and our peers with respect and kindness. Our priority at all times is to facilitate the highest quality of life possible for those who are in our care."

- Satisfaction Surveys: Scheduled for August 2025
- Regulatory: Re-licensure survey began on May 27th.
- Outbreak status: N/A

Date of Completion: 5/29/25

CLATSOP IN-HOME CARE HOURS

[illegible]

Clatsop Care Center Health District
Marketing Board Report
June 2025

Mission: *Our mission is to provide a continuum of highest quality service and care to meet the physical, social and emotional needs of our community.*

Community: *"In all that we do, whether among staff, with our clients and their loved ones, or with other organizations in the community, we foster a spirit of collaboration as we work together to achieve common goals."*

- Outreach Conversion Rate: How many new admissions/clients across the district last month learned about us through an outreach campaign? Total of 12 leads that came through various channels and the administrators have followed-up with them accordingly.
- Upcoming Events:
 - Auxiliary Rummage Sale and Raffle basket. June 20th and 21st.
 - Astoria Scandinavian Midsummer Festival (June 20 – 22nd) – the courts attended each facility and introduced themselves to everyone.
- Outreach:
 - Skilled Nursing Facility Week: May 11-17. COMPLETED.
 - Astoria Senior Center NWSD Encore presentation (Medicare, Medicaid, Meals on Wheels update 25 attendees.) Attended and introduced ourselves and offered ongoing support for education for their members.
 - Providence Elderplace 10-Year Celebration – networking with community partners.
 - Mariachi Band at CRV (50+ in attendance)
 - Bumble PreK Graduation held at CRV
 - Clatsop Cares Foundation Board Meeting

Completed: 5/29/25

CLATSOP CARE CENTER HEALTH DISTRICT

CEO BOARD REPORT JUNE 5, 2025

Legislative Session is still in full swing with a few weeks remaining in the session. The session has mainly focused on HB3838, and depending on the week it may or may not go through. We are doing what we can on the provider side to articulate how this bill could dramatically change the landscape in community based care in Oregon, and we hope to see the bill defeated. We also have not heard any update on the status of the reimbursement rates. The last update I had was that CBC was looking like a 5% increase and SNF a full rebase, however, that can change as this biennium the forecasted revenues are down. More to come as always as the session wraps up.

I continue to work with Vista Pointe and make sure we are applying the correct pressure to get any questions on the applications sent in as quickly as possible. At this point I have not heard of any issues with our current timeline, but would rather get through the process and be done so we have the answer on moving forward. Don will be giving a written update on where we are in the process prior to the meeting as he will not be in attendance.

The financials are not out at the time of writing this as my team continues to learn the nuances of the process. I am not concerned as I think we all want them accurate, so if it takes slightly longer that is okay. Overall, I think we will experience another positive month, and will continue to work towards filling CRV. Ann and her team continue to bring residents in and have pretty dramatically changed the dynamic in that building.

I did communicate with Lenity Architects on moving forward with next steps to renovate CRV. Once we come up with our overall plan and scope I will come back to the board on our thoughts, ideas, and costs.

Respectfully,

Mark Remley

Aidan Health Services, Inc.

Written 5/28/25

CASH SNAPSHOT							
5/29/2025							
CRV GENERAL					172,584		
CCC GENERAL					115,156		
PAYROLL MANUAL CHECKS					11,873		
RETIREMENT VILLAGE PROPERTY LLC					275,568		
MEMORY CARE COMMUNITY					134,525		
DISTRICT ADMINISTRATION					19,215		
IN HOME CARE SERVICES					36,760		
LGIP					6,004,543		
TOTAL					6,770,224		



Client Services
OREGON STATE TREASURY
PO Box 11760
Harrisburg, PA 17108-1760

CLATSOP CARE CENTER HEALTH DIST

ACCOUNT STATEMENT

For the Month Ending
April 30, 2025

Client Management Team

Jeremy King

Key Account Manager
213 Market Street
Harrisburg, PA 17101-2141
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kingj@pfmam.com

Rachael Miller

Client Consultant
213 Market Street
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DeWayne Fields

Client Service Representative
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Accounts included in Statement

5733 CLATSOP CARE CENTER HEALTH DISTRICT

Important Messages

Oregon LGIP will be closed on 05/26/2025 for Memorial Day.

CLATSOP CARE CENTER HEALTH DIST
MARK REMLEY
646 16TH STREET
ASTORIA, OR 97103

Online Access www.oregon.gov/lgip **Customer Service** 1-855-678-5447



Important Disclosures

Account Statement
For the Month Ending April 30, 2025

Important Disclosures

This statement is for general information purposes only and is not intended to provide specific advice or recommendations. PFM Asset Management ("PFMAM"), a division of U.S. Bancorp Asset Management, Inc., as administrator for the Oregon State Treasury (Treasury), provides administrative and operational support for the Oregon Local Government Investment Pool (LGIP or pool).

Information about the LGIP can be found in the Information Statement found on Treasury's website at www.oregon.gov/ligip.

Questions About an Account This monthly statement is intended to detail the activity of any accounts held by participants in the pool. Please review the detail pages of this statement carefully. Any inquiries or requests for further information should be directed to PFMAM Client Services at (855) OST-LGIP or (855) 678-5447.

Any disputes/objections to any of transactions in a statement should be addressed, within 60 days of receipt of the statement, to PFM Asset Management, Compliance Department, 213 Market Street, Harrisburg, PA 17101. To protect your rights, if you initially report orally any inaccuracy or discrepancy, you should confirm the report in writing. Participants may also contact Treasury directly at (800) 452-0345.

Portfolio Treasury manages the pool in the same manner it oversees the management of state funds and in accordance with the prudent investor rule (ORS 293.729). The pool is commingled with state funds in the Oregon Short Term Fund (OSTF), which is not managed as a stable net asset value fund. Participants should be aware that preservation of principal is not assured by Treasury, the Oregon Investment Council, or the OSTF Board. Furthermore, account balances are not guaranteed or otherwise protected by Treasury, PFMAM, the FDIC, or any other government agency. Investment in securities involves risks, including the possible loss of the amount invested.

Compliance with Tax Law and Debt Covenants Treasury and PFMAM make no representations as to whether the pool complies with Section 148 of the Internal Revenue Code of 1986. Accordingly, the pool may not be appropriate for the investment of bond proceeds. Bond covenants may also restrict the investment of bond proceeds and may preclude the pool as a permitted investment option. Participants should discuss arbitrage rebate, yield restriction, and other applicable bond provisions with their bond counsel prior to depositing bond proceeds in the pool.

Key Terms and Definitions

Current Yield, for the purpose of the pool, is the average of the annualized variable interest rate set by Treasury over the last seven days. The yields quoted should not be considered a representation of the yield of the fund in the future, since the yield is not fixed.

Dividends represent interest paid on a pool account. Interest is accrued daily on each pool account based on an account's closing balance and a variable interest rate set by Treasury. Interest is paid to accounts on the last business day of the month.

Monthly distribution yield, for the purpose of the pool, represents the net change in the value of one share (normally \$1.00 per share) resulting from all dividends declared during the month by a fund expressed as a percentage of the value of one share at the beginning of the month. This resulting net change is then annualized by multiplying it by 365 and dividing it by the number of calendar days in the month.

Purchases represent all credits to a pool account, including those initiated by an account's owner and its authorized agents, those initiated by another pool participant and its authorized agents, those initiated by approved third-party entities (e.g., state agencies), and those initiated by Treasury and its authorized agents (e.g., dividends).

Redemptions represent all debits from a pool account, including those initiated by an account's owner and its authorized agents, and those initiated by Treasury and its authorized agents (e.g., fees).



Account Statement - Transaction Summary

For the Month Ending April 30, 2025

CLATSOP CARE CENTER HEALTH DIST - CLATSOP CARE CENTER HEALTH DISTRICT - 5733

Oregon LGIP		Asset Summary	
Opening Balance	5,969,321.34	April 30, 2025	March 31, 2025
Purchases	35,221.68	6,004,543.02	5,969,321.34
Redemptions	0.00		
Closing Balance			
Dividends	\$6,004,543.02		
	22,613.43		
		Total	
		\$6,004,543.02	\$5,969,321.34



Account Statement

For the Month Ending April 30, 2025

CLATSOP CARE CENTER HEALTH DIST - CLATSOP CARE CENTER HEALTH DISTRICT - 5733

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Balance
Oregon LGIP					
Opening Balance					5,969,321.34
04/03/25	04/03/25	Transfer from Clatsop County - CLATSOP COUNTY	1.00	12,608.25	5,981,929.59
04/30/25	05/01/25	Accrual Income Div Reinvestment - Distributions	1.00	22,613.43	6,004,543.02
Closing Balance					6,004,543.02
Month of April Fiscal YTD July-April					
Opening Balance					5,969,321.34
Purchases					35,221.68
Redemptions					0.00
					5,613,429.52
					2,059,458.14
					(1,668,344.64)
Closing Balance					6,004,543.02
Dividends					22,613.43
					237,797.61

Closing Balance
Average Monthly Balance
Monthly Distribution Yield

6,004,543.02
5,981,842.82
4.60%