

**CLATSOP CARE HEALTH DISTRICT
BOARD OF DIRECTOR'S MEETING
October 9th, 2025
Regular Meeting Minutes**

I. CALL TO ORDER

Linda Crandell called the meeting to order at 12:00 PM at Clatsop Care Memory Community in Warrenton, OR.

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

Board Members		Management & Staff	
Christian Honl	E	Ann Rubino, Administrator CRV	P
Chuck Meyer	P	Debi Martin, Director IHC	P
Danielle Glover-Cloutier	E	Hannah Ross, Administrator CCMC	P
Linda Crandell	P	Jennifer Woolley, Aidan Health Services	P
Mary Nauha	P	Kendra Webb, Administrator CCHR	P
Mike Aho	P	Mark Remley Aidan Health Services	E
Virginia Hall	P	Melissa Schacher, District Billing Specialist	P
Members of the Public		Michael Martin, District Marketing & Comms	P
Bill Meyer		Mike Kerwin, District IT	P
		Nicole Easley, Aidan Health Services	P
		Lisa Schroeder Human Resources CCHR	P

II. CONSENT AGENDA

A. Virginia Hall made a motion to approve agenda as presented. Chuck Meyer seconded.

B. Virginia Hall made a motion to approve the September 4th, 2025, board meeting minutes. Mike Aho seconded.

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.

There were no public comments.

IV. DON HARRIS, UPDATE CLATSOP CARE CENTER PROJECT

Don Harris provided an update on the wetland's mitigation process, noting significant progress with the Oregon Department of State Lands and the Army Corps of Engineers. The Department of State Lands is expected to complete their review by November 1st, addressing comments from the Oregon Department of Fish and Wildlife. The Army Corps has issued a conditional letter of approval, pending three other approvals, including one from DEQ, which have been obtained. The process is in the final stages, with the possibility of delays due to the government shutdown affecting the Corps' operations. Don Harris expressed confidence in completing the permits by early to mid-November, after which they will apply for mitigation credits and a grading permit with the City of Astoria.

V. ADMINISTRATOR REPORTS

- A. Kendra Webb provided an update on Clatsop Care Health and Rehabilitation. Please see her report for details.

Kendra introduced Lisa Schroeder as the new HR Director at the Care Center.

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

Ann provided updates on recent move-ins and respite services, noting an overage in health services' wages due to hiring more qualified staff. She also mentioned that the facility is COVID-free and discussed upcoming events, including a chamber of commerce event and business after hours.

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

- D. Debi Martin to provide an update on In-Home Care. Please see Debi's report for details.

E. Nicole Easley provided a CEO update for Mark Remley on Clatsop Care Center Health District. Please see his report for details.

F. Nicole Easley provided a financial report from Mark Remley. Please see his report for details.

VI. ACTION ITEMS

A. Approval of design for new Care Center

- Board members: Expressed concerns about the design not complementing existing CRV building
- Board members: Discussed materials (stucco, lap siding) and how they match with existing buildings
- Board members: Noted kitchen location was moved to CRV instead of new facility without consultation
- Board members: Concerned about dining room size and potential need to expand
- The board needs to approve the exterior design plans to reach 75% completion to get a cost estimate

Mike Aho made a motion to approve the exterior design drawing. Chuck Meyer seconded. All said aye to approve.

VII. GENERAL DISCUSSION

A. Foundation update

Mary Nauha provided an update. Please see her report for details.

The foundation's 501(c)(3) application has been submitted but processing may be delayed due to the government shutdown. Mary contacted approximately 12 grant writers, Mary spoke with 5, only 2 of them are actively taking clients.

VIII. BOARD MEMBER MATTERS/COMMENTS

Mike Aho requested that the staff holiday bonus be added to the November 6th board meeting agenda.

Mary Nauha commented about some upcoming foundation projects.

- Prepare for Giving Day on December 2nd
- Begin planning for 50-year anniversary celebration. Involve previous board member Dr. Roy Little in that conversation.

IX. FUTURE MEETING DATES

- A. November 6th, 2025 – Board meeting Clatsop Memory Care
- B. December 4th, 2025 – Board meeting Clatsop Memory Care

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X. ADJOURNMENT

Linda Crandell asked for a motion to adjourn. Chuck Meyer made the motion.
The meeting adjourned at 1:00 PM.



Signature



Date

Minutes recorded by Michael Kerwin CTO