

**CLATSOP CARE HEALTH DISTRICT
BOARD OF DIRECTOR'S MEETING**
August 8th, 2024
Regular Meeting Minutes

I. CALL TO ORDER

Mike Aho called the meeting to order at 12:00pm at Clatsop Care Retirement Village in Astoria, Oregon.

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

| Board Members | | Management | |
|---------------------------------------|---|--|---|
| Linda Crandell | E | Mark Remley, Aidan Health Services | P |
| Mike Aho | P | Kendra Webb, Administrator CCC | P |
| Paul Radu | P | Ann Rubino, Administrator CRV | P |
| Mary Nauha | E | Hannah Ross, Administrator CCMC | E |
| Christian Honl | P | Debi Martin, IHC Director | P |
| Chuck Meyer via Zoom | P | Stacey Dempsey, HR/Payroll Manager, CCC | P |
| Megan Lampson | P | Nicole Easily, RDO, Aidan Health Services | P |
| | | Jennifer Woolley, RDO, Aidan Health Services | P |
| | | Melissa Schacher, Billing Specialist, CCHD | P |
| | | Mike Kerwin, IT, CCHD | P |
| | | Michael Martin, Marketing, CCHD | P |
| | | | |
| Members of the Public via Zoom | | Members of the public | |
| Don Harris | P | Jasmine Sleutel, Foundation Member Candidate | P |
| | | Isabelle Dunn, Foundation Member Candidate | P |
| | | Tom, CRV Resident | P |
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II. CONSENT AGENDA

A. Agenda approval.

Mike Aho stated that a motion was needed to strike Resolution 2025-5 from the agenda. Megan Lampson so moved. Christian Honl seconded. All voted aye. Motion carried. Paul Radu made a motion to approve the agenda as amended. Christian Honl seconded. All voted aye. The motion carried.

B. Approval of the July 11th, 2024, regular meeting minutes.

Megan Lampson moved to approve the July 11th, 2024, regular meeting minutes and Christian Honl seconded. All voted aye. The 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.

Ann Rubino thanked Chef Donovan for the meal provided for those attending the meeting.

IV. CLATSOP CARE CENTER BUILDING UPDATE – DON HARRIS

Don Harris stated that he was expecting Architect Jacob Andersen to join the call.

Don shared that the preliminary meeting last month with the Dept of State Lands and the Corp of Engineers was informational but did not give a clear indication of whether our application would be approved or not. They clearly want us to reduce the projected use of wetlands, and we will have to prove that this site is our best option. The next meeting to attend will be on August 21st at 1:00pm. Board members and key staff are invited to attend in an observation only capacity. John van Staveren will represent us at this meeting.

Mike Aho asked Don about the parking spaces in the most recent building design – are there enough? Don said that there are thirty that will be designated for the care center.

Don shared that Jacob Andersen had met via zoom this morning with staff at the care center to discuss the building design. Jacob appears to be unable to join this call. There will be an updated floor plan from Jacob.

V. ADMINISTRATION REPORTS

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

Kendra Webb commented that the census is thirty-two with two pending admissions, that we are still working to eliminate agency staffing, and we are waiting on bids for the elevator repairs.

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

Ann Rubino stated that she did not have any additions to her report. Mike Aho asked about the leak in the wall. Ann replied that it was a cracked pipe. Mark Remley commented that the painting looks good. Megan Lampson received a compliment from a community member that Ann is doing well running the building. Ann shared that CRV used to be the place for those in Clatsop County to retire to. It is her goal to get that reputation again.

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

Jennifer Woolley for Hannah Ross - Jennifer commented that CCMC is full with a wait list of about six. Mike Aho asked if the bid for the tub was done? Jennifer replied that it will be presented at the next meeting.

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

Debi Martin shared that she has received a few referrals from Kristine Karsteiner of CMH. Mike Aho commented about July hours being up and asked how August looked on hours. Debi said that it was good so far. Mike asked what has contributed to the increase? Nicole Easley commented that Debi is expanding on options for providing care. Megan Lampson asked Debi what is done when an employee calls in for a shift? Debi responded that she calls other employees to get the shift covered.

- E. Michael Martin provided an update for marketing. Please see his report for details.

Michael Martin commented that it is and will be a busy August. Mike said that he had hand delivered CRV's medication reconciliations to get face time with the providers. He will go back and pick them up as well. A terrific way to get brochures dropped off and in businesses for referrals.

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

Mark Remley commented that pending Levy Fund items are that he expects Bealer Construction to give an exact date for the roof installation soon. P&L will be replacing the smaller roof unit. At the Care Center there is the elevator repair and replacement of electrical beds.

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

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Mark Remley reiterated that CCMC is at full capacity with a \$13,000 year-end depreciation. CRV is focusing on census and revenue. They had a \$4,000 year end depreciation with \$6,000 in nurse consulting fees. No additional information about In-Home Care. Agency expenses are high at CCC, but revenue is up.

Mike Aho asked for a status on the Montessori program. Jennifer Woolley replied that a bid had been received.

VI. BOARD OF DIRECTORS - ACTION ITEMS

A. Resolution #2025-6: CCMC Signage

Discussion – The new bid is all-inclusive at \$12,000 and the turnaround time is four days from the call to schedule the installation.

Christian Honl made a motion to approve Resolution 2025-6. Paul Radu seconded the motion. Roll call vote to Chuck Meyer, Christian Honl, Paul Radu, and Megan Lampson. All vote aye. Chair votes aye. Motion carried.

B. Resolution #2025-7: COVID Testing

Discussion – Mark Remley shared that “Janet Works” was the company used during the pandemic for covid testing. We had been told that we would not be billed for their services. FEMA allowed us to be reimbursed for some of these expenses. We received a bill for \$201,000.00 and negotiated a lower fee and paid the final bill with no further monies owed. FEMA’s reimbursement covers the fee.

Megan Lampson made a motion to approve Resolution 2025-7. Paul Radu seconded the motion. Roll call vote to Chuck Meyer, Christian Honl, Paul Radu, and Megan Lampson. All vote aye. Chair votes aye. Motion carried.

C. Resolution #2025-8: Foundation Board Members

Michael Martin presented two new candidates that the Foundation would like to present to the board for membership approval. First Isabelle Dunn presented herself. Resume attached. Jasmine Sleutel presented herself and is applying for the district employee position. Resume attached.

Chuck Meyer made a motion to approve Resolution 2025-8. Megan Lampson seconded the motion. Roll call vote to Chuck Meyer, Christian Honl, Paul Radu, and Megan Lampson. All vote aye. Chair votes aye. Motion carried.

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VII. GENERAL DISCUSSION

A. Foundation

Welcome new members! The next meeting is August 15th at CCC. There is a carwash fundraiser scheduled for August 17th at CCC.

VIII. BOARD NOTATIONS CLOSING COMMENTS

Megan Lampson shared that she had a community member give positive feedback for CCMC.

Mike Aho commented that he appreciates Linda Crandell and all her hard work and dedication to the district.

IX. ADJOURNMENT

Pual Radu made a motion to adjourn the meeting. Christian Honl seconded. The meeting was adjourned at 12:51PM.

Signature

Date

Minutes recorded by Stacey Dempsey