

**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.

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.

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