

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

I. CALL TO ORDER

Linda Crandell called the meeting to order at 12:01pm 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 (10 minutes late)	P	Lauren Beard Administrator CRV	P
Mary Nauha	P	Hannah Ross Administrator CCMC	P
Melissa Watson (via Zoom)	P	Debi Martin IHC Director	P
Chuck Meyer	P	Michael Martin, Marketing	P
Megan Lampson	P	Melissa Schacher, Billing	P
		Nicole Easley, Aidan Operations	P
		Members of the public	
		Jacob (Developer via Zoom)	P
		Don (Developer)	P
		M. Zingg (Developer via Zoom)	P
		Dr. Roy Little	P

II. CONSENT AGENDA

A. Agenda approval.

Linda Crandell asked for a motion to modify the agenda with the addition of an Executive Session. A motion was made to approve the agenda and was seconded. All said aye.

B. Approval of regular meeting minutes of the January 4,2024 and the December 7,2023. Motion was made to approve 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.

The chair indicated while there was not anyone there wanting to make a public comment, there were two letters that would be placed into the public comment. The first one was from Nancy Lloyd and was sent to all of the Board Members so was just entered into the record. The second one was from Dean Rigney and was only sent to the chair so was read into the record.

Nancy Lloyd's letter was followed up by a meeting with the author and her representative and a plan was put into place that would answer all her concerns.

Dean Rigney's letter was followed up with an email to acknowledge the letter and ask for a meeting to discuss the issues. Dean Rigney denied that he had sent any letter.

At this point these two issues are considered closed.

IV. CCC New Building Site Update

- A. Don (developer/Architect team) present at meeting with M Zingg and Jacob on Zoom.

Don provided 2 handouts with his presentation (included in the minutes). Highlights from his updates provided that only three out of the eight sites were available. It was further narrowed down to the site next to CRV. While site prep for the property next to CRV may be pricey, because we currently own the property that cost will be offset.

To mitigate the fact that the property is in a Tsunami zone, a parking garage could be built underneath it. The County owns a tiny strip adjoining the property. Building plans may need to be redesigned to accommodate the building site. It is the consensus of the board that we should use the property next to CRV to build our new care center.

Don will follow up on next steps. He will look for a wetlands consultant first and look into the City of Astoria zoning.

V. ADMINISTRATION REPORTS

- A. Kendra Webb provided an update on Clatsop Care Health and Rehabilitation. Please see her report for details. Census 31. Comments on how they enjoyed the tour of CCC from the board. Linda commented on need for Open Houses so that community can see the need for a new building. Chuck asked a question about staffing CNA's. Kendra answered she has three agency CNA's.

CLATSOP CARE HEALTH DISTRICT
BOARD OF DIRECTORS MEETING
February 2024

- B. Lauren Beard provided an update on Clatsop Retirement Village. Please see her report for details. Roof quotes were received for \$318k to replace the roof.
- C. Hannah Ross provided an update on Clatsop Care Memory Community. Please see her report for details. Census is currently at 32. The new bus is here, and residents went for a ride and they love it. It still needs to be wrapped.
- D. Debi Martin provided an update on In home Care. Please see her report for details. New Caregivers are working on state required training. At this time we are caught up on training.
- E. Michael Martin provided an update on Marketing. Please see his report for details. Job fairs are coming up in February and March at the College and Nursing schools. He worked 12 events in January as well as put out press releases on the Moss Adams audit and Foundation recruitment.
- F. Mark Remley provided an update on Clatsop Care Health District. Please see his report for details.
- G. Mark Remley CEO report. Please see his report for details. Mark thanked Mike Martin for company party as well as maintaining of building at CCC. Mark will be interviewing candidates for Lauren's position. Mark talked about Dr. Kaye's replacement possibly being Dr. Jenny Brown. Nicole is working on that. Linda asked, how does that affect us? Mark said Dr. Kaye has several patients at our facilities and we are just reaching out to the community to let them know we are looking at a replacement for her. Megan said how rare it is to have in-house visits too. Mike asked can we sweeten the pot with an incentive Mark replied he was not sure about that. Mark introduced Nicole, a person who works for Aidan and helps with the day to day operations of the care center and In Home Care.
- H. Financial Report/Levy Funds- Mark Remley said thank you to Nicole for legwork on ETRC money. Now communication needs to be with Tiffany on the ETRC balance sheet and what to do with it to be able to utilize the money.

There will be a workshop on the District's financials next Thursday. It will be a deep dive 6 month overview with each administrator. Documentation was handed out. There was a dip in hours in In Home care. We hope to see those go back up. Next week we will go through it all. If you have questions between now and next Thursday let Mark know and he will try to get back to you.

Levy Funds: overview of what was done and spent (see attached in packet). It captures projects for what the levy money was spent on. Mike Martin to do press release and thank you to community.

VI. Action Items

- A. Resolution number 2024-10 Resolution to approve two Levy requests for Clatsop Memory Care Mike A moves to approve both levy items, Chuck second. Linda: It has been moved and

CLATSOP CARE HEALTH DISTRICT
BOARD OF DIRECTORS MEETING
February 2024

seconded. During the discussion, Hannah commented on the state of the outdoor furniture in courtyard. Inspection in the dining room showed eight plus years wear and tear and too many times of being cleaned. A vote was taken and it passed unanimously.

VII. General Discussion

- A. Foundation Update- We are continuing to try to find new people. We have marketed heavily. A press release for chamber, senior center, Facebook was made. We get feedback from these sources but am having trouble to get people to follow through. Interim board looked at District presentation that Mike gives. We are modifying the presentation to be Foundation centered only. We could then set up event to show and then invite one-on-one to get people to follow through. The presentation is 15-20 minutes. Asked each board member to reach out to people. Looking at former members to touch base.
- B. CRV Follow Up Move Out- It is all taken care of. Has until January 19th. That happened and no issues.
- C. Care Center Building Update- a temporary generator is currently connected to the building and the permanent generator is detached, waiting for a crane to move it to the new concrete pad at the other side of the parking lot. The crane has been ordered.

VII. Executive Session

- A. Linda made a motion to go into an executive session re: ORS192.610 2 (a)(b) regarding the dismissal of an employee. Chuck moved. Meagan seconded. All said Aye. All but board excused. The Board came out of the executive session and certified that the only thing that was discussed in the executive session was about complaints or charges brought against an employee and no votes were taken.

VIII. BOARD NOTATIONS CLOSING COMMENTS

Mary: Thank you to Lauren. Good luck.

Meagan: To Hannah. I love your building.

Chuck: All good.

CLATSOP CARE HEALTH DISTRICT
BOARD OF DIRECTORS MEETING
February 2024

Paul: Sorry I was late. Went to Memory Care instead of CCC.

Melissa. I am sorry I missed the tour.

Nicole: Reminder of mid-year review next Thursday.

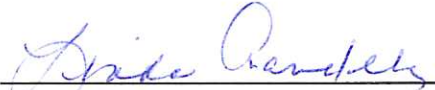
Mike A: Thank you Lauren. You did what we asked. You increased census.

Linda: I want to thank the board members. You have achieved a lot in the past year. We have a good group. I want to thank Lauren for her term here at CRV. You have been a force for good and hope you have success in any future endeavors. I am excited that we are moving forward with CRV property. I hope it works out. A new Care Center is desperately needed. A reminder to all the February 15th at CRV 10:00 will be a work session. It will be a mid-year budget reviews and set up for the budget meetings to take place in April.

March 7th Next board meeting

IX. ADJOURNMENT

Linda Crandell entertained a motion to adjourn the meeting. The meeting was adjourned at 2:28 PM.



Signature

3-7-24

Date

Minutes recorded by Danielle Sampson

seconded. During the discussion, Hannah commented on the state of the outdoor furniture in courtyard. Inspection in the dining room showed eight plus years wear and tear and too many times of being cleaned. A vote was taken and it passed unanimously.

VII. General Discussion

- A. Foundation Update- We are continuing to try to find new people. We have marketed heavily. A press release for chamber, senior center, Facebook was made. We get feedback from these sources but am having trouble to get people to follow through. Interim board looked at District presentation that Mike gives. We are modifying the presentation to be Foundation centered only. We could then set up event to show and then invite one-on-one to get people to follow through. The presentation is 15-20 minutes. Asked each board member to reach out to people. Looking at former members to touch base.
- B. CRV Follow Up Move Out- It is all taken care of. Has until January 19th. That happened and no issues.
- C. Care Center Building Update- a temporary generator is currently connected to the building and the permanent generator is detached, waiting for a crane to move it to the new concrete pad at the other side of the parking lot. The crane has been ordered.

VII. Executive Session

- A. Linda made a motion to go into an executive session re: ORS192.610 2 (a)(b) regarding the dismissal of an employee. Chuck moved. Meagan seconded. All said Aye. All but board excused. The Board came out of the executive session and certified that the only thing that was discussed in the executive session was about complaints or charges brought against an employee and no votes were taken.

VIII. BOARD NOTATIONS CLOSING COMMENTS

Mary: Thank you to Lauren. Good luck.

Meagan: To Hannah. I love your building.

Chuck: All good.

Resolution No. 2024-10

February 8, 2024 Resolution to approve two Levy requests for Clatsop Memory Care

Whereas, The Board of Directors would like to approve a one project for Clatsop Memory Care to replace the dining room chairs;

Whereas, the Board of Directors would like to approve a second project to purchase outdoor furniture;

Whereas, the Administrator presented both requests through the Capital/Levy Project Request Form;

Whereas, this will allow the community to remain in compliance by updating both items.

Whereas, both items will be procured through Direct Supply; the dining room chairs have a cost of approximately \$10,485 and the outdoor furniture has an approximate cost of \$9,167.

Be it therefore resolved that the Clatsop Care Center Health District Board approves both of these requests.

Linda Crandell
Printed Name

Chair
Title

Linda Crandell
Signature

1/8/24
Date