

**CLATSOP CARE HEALTH DISTRICT
BOARD OF DIRECTOR'S MEETING
March 7th, 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 (phone)	P	Lauren Beard Administrator CRV	P
Mary Nauha	P	Hannah Ross Administrator CCMC	P
Melissa Watson	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
		Tamy Jones CRV Administrator	P
		Jennifer Wooley Aidan Operations	P
		Members of the public	
		None	

II. CONSENT AGENDA

- A. Linda Crandell Call to Order. Paul Aho on the phone. Linda Crandell brought an addendum to be added. Agenda approval.
Linda Crandell asked for a motion to approve the agenda with the addition Executive Session added. A motion was made (chuck) to approve the agenda and was seconded (Mary). All said aye.

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- B. Approval of regular meeting minutes. Motion was made (Chuck) to approve minutes and seconded (Mary). All said Aye.
- C. Approval of February 15, 2024, Work Session minutes. Motion and approval completed.

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.

No public attended. Mark Remley commented that the education session was postponed.

IV. Education - Postponed

V. ADMINISTRATION REPORTS

- A. Kendra Webb stated no change to the report. Census is 30 by the end of week. CCC has hired two RN's. No more agency. Chuck Meyers asked a question regarding a resident meeting on the 12th and wanted to know if he could attend. Kendra stated that he could attend, but that the residents have a right to ask him to leave.
- B. Lauren Beard stated no updates. Introduced Tamy Jones, her replacement for Administrator. Jennifer Wooley asked that everyone introduce themselves.
- C. Hannah Ross stated there were no changes to the report given. She provided updates on the hallway paint/vinyl art project that is being done in conjunction with the Warrenton High School Art Department and Mr. Vollner. It is taking longer than usual. Mary asked if we could tour the building at next month's board meeting. Everyone agreed to show up one half hour early for the tour. Hannah then discussed that the sign for the front has been escalated to the city working with Red Dwarf Signs and Mike Martin. Paperwork, plans are being submitted for approval. Chairs originally ordered were not the right finish, Outdoor furniture has been ordered. Sinks in Laundry Room are done. Chuck asked about elopement risks in the last 12 months. Hannah talked about one person has attempted 5 or 6 times in the last six months. One time a resident walked out with a visitor. Adjustments continue to be made to courtyard fencing and front door protocols.
- D. Debi Martin Commented no additions to her report. Said new February monthly hours would be 1,365 hours due to shorter month and flooding around certain clients.
- E. Michael Martin stated that there we no update beyond what was in the report. Mike mentioned that he is working with Mark and Nicole on an updated Comparative Market Survey for next week's meeting to review. Wages and benefits need to be added as well.
- F. Mark Remley provided an update on Clatsop Care Health District. Please see his report for details.

- G. Mark Remley CEO report. Mark indicated that there were no updates. He mentioned a Concur transfer and a new resolution. Mark also mentioned that 403b participation is at 68% to date. The Financial Report Mark mentioned \$541,000 on balance due to ERTC has been realized. He mentioned that there is a strategic tax planning currently being developed. He is working on getting COVID testing invoices to FEMA, \$240,000 ballpark FEMA will come back and tell us 90% to 100% previous is realized. Mark mentioned that last time we didn't get invoices and that we just got a check. Everything was submitted to FEMA via Jenworks. Mike Aho asked if we hadn't paid. Mark stated that we have not. Details about \$85/test some and others \$200/test. Over 2500 claims. We have done a line-by-line statement analysis. Genex could not tell us why some were submitted. Mark talked about the Nurse crisis team \$951,000 track. All should be made whole with FEMA. Mike Aho asked what was lumped into Miscellaneous revenue? Mark: Interest. Debi stated: Reimbursement for new employee training of \$3,800. Mark also reviewed the Generator is almost completed.

VI. Action Items

- A. Future meeting Dates Calendar. May board meeting changed to May 9th, 2024. Also, July 1st falls on the first Thursday. However, that is in the new fiscal year.
- B. Addendum resolution for 2024-11 and 2024-12. This pertains to the new direction of feasibility studies needing to be done to utilize the land by CRV for the new CCC building. Feasibility includes wetlands delineation. Proposal handed out for \$15,000 and \$22,000 to cover the studies. Funds to come from Levy funds. Mike Aho asked if it was firm or estimate. Mark mentioned that he was sure it was a not to exceed quote. Mary wanted to know if the Spring portion was included. Members agreed that it would be part of these studies. Chuck motioned to pass, and Mary seconded. Vote passes all aye.

VII. Discussion

- A. Levy Funds- In regard to Levy Funds, Mark mentioned that the new CMC Bus has been added to the list of items purchased as well as the Generator for \$31,570. The bus is in service and being used. However, the heater is not working and the motion camera in the rear has fallen off. Also discussed getting the vinyl wrap created with Red Dwarf Graphics.
- B. Foundation Update: Mike Martin mentioned that there is a meeting next week to continue to develop board members and focus on just getting enough board members to start doing foundation work.
- C. Care Center Building: Mark talked about finishing getting the last piece of information on the small parcel owned by the county and getting that resolved. Also getting tax information on the lot. Mark talked to Don Boone to escalate. They want to see if they will donate the parcel. Mary asked about the road work. Department across the street. Mark provided that it is showing on the list for another five years. Mike Aho said he would check with the commissioner. Mike Aho asked Mark where we were on the Proforma. Would like to see it by the end of month. Would like to understand the pluses and minuses of shared resources of CCC and CRV in plans for kitchen and operations. Mary asked if we should do a survey of the community to see how they felt about a combined campus and facilities. There was talk about the shared Breezeway to

felt about a combined campus and facilities. There was talk about the shared Breezeway to connect the two buildings. Discussion about smoking and making everything a non-smoking facility.

VIII. BOARD NOTATIONS CLOSING COMMENTS

Mary: Expressed sympathy for Debi and her dealing with family matters. Appreciates her dedication. Welcome Tammy Jones.

Chuck: Just want to give CRV a pat on the back. Chuck is a POA and has noticed unprompted care by staff helping others in the halls.

Meagan: Lauren. Thank you.

Mike Aho: Thankful to Dr. Little for attending the last board meeting. He is always a great help being at the right place at the right time.

Paul: Said he was all good.

Linda: Thank you, Lauren. Thank you Mark for dealing with the building issues and accounting.

NOTE: All people attending except for the Board and Aidan were excused from meeting. The board went into executive session at 1:01 PM and came out at 1:09. We adjourned the meeting at 1:14 PM.

IX. ADJOURNMENT

The board went into executive session at 1:01 PM and came out at 1:09. We adjourned the meeting at 1:14 PM.



Signature



Date

Minutes recorded by Mike Martin