

**Public Hospital District No. 4 of Grant County
Commission Meeting Minutes for July 18, 2023**

The meeting was called to order at 4:05 pm by Judy Spencer, Commission Vice President. Commissioners Present: Judy Spencer, Cindi Rang, Steve Wellein, and Jean Dillenburg. Staff Present: Charlotte Wilson, Callie Cox, Theresa Palmer, Tasha Tommer, and Victor Odiakosa. Non staff present: Cliff Sears, Legal Counsel. Commissioners absent: Barn Carlson, President.

1. **Guests/New Employees:** Allen Dupuy; Soap Lake resident, Bill Bratton; Soap Lake resident.
2. **Administrative:** Suggested changes to the Agenda. None.
3. **Public requests to discuss agenda items/non-agenda items.** None.
4. **Correspondence:** Cliff discussed ARPA grant check and Blue Mountain agreement for Phase I ESA. There is more research to be done on reporting requirements for the ARPA funds.
5. **Consent Agenda:** After review of vouchers and payroll, Steven Wellein moved and Cindi Rang seconded a motion to approve the Consent Agenda - Vouchers and Payroll and Meeting Minutes for June 2023. The vote in favor was unanimous.
6. **Operations:**
 - a. Victor gave a report on operations including census of 34 with 2 Medicare, 1 Medicare admission pending, 1 Managed Medicare and 25 Medicaid.
 - b. Charlotte Wilson starting as new Director of Nursing; Callie Cox will be taking on Staffing Coordination.
 - c. No maintenance report for this month; admin hopes to have a better view of reporting by next meeting.
 - d. Trend report forecast from Bill Ulrich; Cliff explained changes in county debt, ARPA grant fund will reflect in July's report.
 - e. QAPI report will be updated next month due to recent changes in management within Admin and Nursing Dept.
7. **Strategic Plan:**
 - a. **Medicare Recruitment:** Charlotte has recently met with local discharge planners; making connections within the community. She is tracking local trends utilizing the referral log.
 - b. Resident exit interviews were suggested for end of patient stay; used for patients to reflect on stay and for staff to make improvements as needed.
 - c. **Future Development:** Responses from firms on new development including RFQs for A & E Services, Alta Survey, Phase I ESA. Discuss selection process for A & E Services; potential interviews on 8/1/23. Agreement to be signed with GSI; a firm that will complete master planning to assess demand for needs in market area. A & E firms include ZBA, Blue Room, Rice Fergus Miller and Ankron Mosian.

8. New Business:

- a. Construction review for bathroom remodel; will be sent out within the next week.
- b. Admin received a quote for 6 more guest wifi portals for JL Technologies.

9. Motions and Resolutions:

a. Cindi moved to approve Resolution 2023-8, A Resolution Appointing a Superintendent and Adopting Agreement Regarding Salary & Benefit. Steve seconded the motion. After discussion, the motion was unanimously approved.

b. Steve moved to approve Resolution 2023-9, A Resolution Declaring Certain Personal Property Surplus. Jean seconded the motion. After discussion, the motion was unanimously approved.

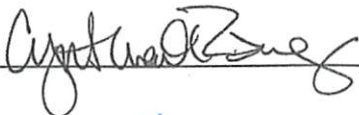
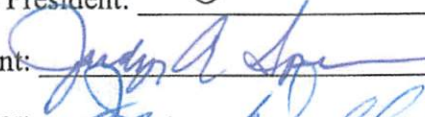

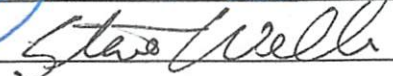
c. Steve moved to approve a Resolution 2023-10, A Resolution Updating the List of Persons Authorized to Sign Warrants and Checks on Behalf of the District. Jean seconded the motion. After discussion, the motion was unanimously approved.

d. Jean moved to approve a Resolution 2023-11, A Resolution to Write Off as Uncollectible Certain Delinquent Debts. Cindy seconded the motion. After discussion, the motion was unanimously approved.

e. Motion to authorize Administrator to execute Engagement Letter with GSI, LLC to develop a master plan for McKay Healthcare. Cindi moved to approve, Steven seconded. After discussion, the motion was unanimously approved.

10. After discussion, Cindi moved to adjourn and reconvene on 8/1/23 at 1 pm or such other time as may be advised by the Commission President. Seconded by Steve. Motion passed unanimously.

A true record signed by:

Commission Secretary:	<u></u>	Date: <u>8/15/23</u>
Commission President:	_____	Date: _____
Vice President:	<u></u>	Date: <u>8/15/23</u>
Commissioner:	<u></u>	Date: <u>8/15/23</u>
Commissioner:	<u></u>	Date: <u>8/15/23</u>