

Minutes for PEHPC Board Meeting
August 26, 2024
Approved 9/30/2024

People present: Dave Schmitt, Chairperson; Pam Taylor, Vice-Chairperson and. Treasurer; Betsy Greenman, Secretary (via Zoom); Dana Simrell, Team Leader Halfway-Oxbow Ambulance; Terra Lewis, Administrator.

Call to Order Dave Schmitt, Chairperson, called the meeting to order at 6:00 PM. The Board moved into executive session under ORS192660(2)(i) - To review performance of officer or staff member. Return from executive session 6.11pm.

Changes to the Agenda – there were none.

Approval of the minutes of the PEHPC Board meeting, July 22, 2024 – Pam Taylor made the motion, seconded by Debbie Pautsch to approve the minutes of July 22, 2024, as presented. The motion carried unanimously: 4-0

Correspondence and public input: there was none.

Ambulance Report Dana Simrell -

Dana reported that there were 15 runs in July. 4 were mutual aid to Richland Ambulance. She mentioned that after the Fair and Rodeo the Ambulance team will start fundraising. There are some suggestions for posters and other ideas. **In order to donate either at US Bank or via Venmo there needs to be a new Fund-Raising account set up. The Board authorized Terra Lewis, Administrator, to set up this account.**

There was conversation about various publicity avenues. **Betsy** will put information in the Summaries to Hells Canyon Journal. Dave suggested contacting one of the HCJ reporters to come do an interview. There are a number of items here at the clinic that we can provide for a sale of some sort if that's one of the ideas.

The money raised is primarily for the new gurneys and lifts needed on the ambulances.

Clinic Administrator's Report Terra Lewis

Terra reported that in July Kate averaged 13 encounters per day. Dr. Defrees had 14 and Dr. Smithson had 11. Dr. Smithson will not be coming in September and is considering putting in 2 days/week. Terra mentioned that this would depend on being able to fill the schedule.

The patient survey real time information is not available so we will get this on a monthly basis. Terra said there were few surveys returned via the e-mail route but those returned are positive in their comments and 100% in the ranking.

Shirley has started in the cleaner position and is working out very well. She and Terra spent time over the past weekend doing a deep clean to get things up to base line. This will mean she has more than the 8 hours per week for that time.

You may see the heading VIRTUE at the top of your email. This is something set up by Rob Mattox, our IT person, so that secure email can be sent. It is likely not something Board members would need to use, but Terra can instruct us if we need it. This secure email would be if the email included patient records or specific information. It is primarily for communication with insurance companies and our two doctors.

Committees:

Finance- Financial statements of 1st and 2nd Quarter for: Clinic, Ambulance, and Building Fund were accepted by motion made by Betsy, seconded by Pam and unanimously passed 4-0.

Personnel - there was none

Policy - updated policy manual following Policy committee meeting 7/26/24 - Dave is continuing to edit this document.

Building

Clinic front door project update - proposal of design for the project – Dave asked Larry to bring a copy of the proposal by, however, he has yet to do that.

irrigation head procurement – Dave needs to have 3 more sprinkler heads. He will bring the information to Terra to order.

Conference room door to electrical room – The permit is in hand, as is the specific door. Construction will begin soon.

Old Business – Dave asked if there were any suggestions for a person to fill Maureen Joseph's unexpired term. Betsy suggested Judy Saunders. It was agreed that Betsy would contact her.

New Business – there was none.

Board Member Comments – there were none.

Next Meeting - several members could not make the usual 4th Monday date so the

NEXT MEETING WILL BE MONDAY, SEPTEMBER 30, 2024, AT 6 PM AT THE CLINIC.

Meeting was adjourned at 6:38 PM

Minutes written by Betsy Greenman (and Zoom recording)
August 27, 2024