

Meeting	Board of Directors		
Date / Time	April 29, 2024 at 6:30 p.m.	Location	Pioneer Memorial Clinic Conference Room 130 Thompson Street, Heppner, OR 97836
Chair	Diane Kilkenny	Recorder	Sam Van Laer
Board Members	Present: Diane Kilkenny, Stephen Munkers, Scott Ezell		
Attendees	Staff: Emily Roberts, Nicole Mahoney, Julie Baker, Sam Van Laer Press: None		

Mission
Bring essential health services to our rural communities that meet the unique needs of the people we serve.

Vision
Be the first choice for quality, compassionate care, and lead the way in promoting wellness and improving health in our communities.

Values
Integrity, Compassion, Quality, Respect, Financial Responsibility

Agenda Item	Minutes
1. Call to Order	Diane Kilkenny called the meeting to order at 6:30 p.m.
2. Public Comments	None
3. Approval of Meeting Minutes A. March 25, 2024 – Regular Session B. April 10, 2024 – Special Session C. April 17, 2024 – Special Session	MOTION: Scott Ezell moved to approve the minutes for the March 25, 2024 regular session, the April 10, 2024 special session, and the April 17, 2024 special session as presented. Stephen Munkers seconded the motion. The motion passed unanimously by all Board members present.
4. CEO Report & Dashboard - Emily Roberts	The CEO Report and Dashboard was presented by Emily Roberts (see Board packet). Robert reports significant improvement in CAHPS scores.
5. Financial Report - Nicole Mahoney	Nicole Mahoney presented the District’s monthly financials (see Board packet). Mahoney reviewed the operating income statement and reported that the District received its Medicare lump sum payment.
6. Consent Agenda A. EMS Stats – March 2024	Emily Roberts presented the Consent Agenda (see Board packet). The Board acknowledged the consent agenda.
7. New Business	
A. Board Vacancy	Emily Roberts presented the applications received for the Board vacancy (see Board packet). Diane Kilkenny thanked the applicants for submitting their interest. MOTION: Scott Ezell made a motion to appoint Donna Rietmann to the open Board position. Stephen Munkers seconded the motion. The motion passed unanimously by all Board members present.

<p>B. H2OEO</p>	<p>Emily Roberts presented materials submitted to the Board by H2OEO (see Board packet) as the H2OEO representative did not make it to the meeting. H2OEO asked for the District’s endorsement. Diane Kilkenny reported that the Board agrees with the clean water mission, but cannot pay to endorse any particular group. Kilkenny reiterated that the District supports clean drinking water and H2OEO is welcome to present in the future.</p>
<p>C. ADP Service Agreement</p>	<p>Emily Roberts presented the bids for an electronic human resources and payroll system (see Board packet). The District currently has a payroll system that must be replaced when the District transitions to the new Cerner EHR because the current payroll system is connected to the Thrive EHR that will be discontinued. Roberts reported that the District is in need of HR and payroll expertise as a growing organization and recommends ADP. Roberts sent the ADP Service Agreement to Board members via email for review prior to the Board meeting and it is not included in the Board packet as the District is only able to disclose the agreement via a public records request.</p> <p>MOTION: Stephen Munkers made a motion to authorize Emily Roberts to execute the service agreement, including addendums. Scott Ezell seconded the motion. The motion passed unanimously by all Board members present.</p>
<p>D. Marcam Service Agreement</p>	<p>Nicole Mahoney presented the bids for revenue cycle services (see Board packet). Mahoney reports that these services will include a contracted biller to assist with revenue cycle through the EHR transition. Mahoney recommends Marcam Associates due to their expertise in the Cerner EHR and presented the Marcam Service Agreement to the Board for review.</p> <p>MOTION: Scott Ezell made a motion to accept the Marcam Service Agreement as presented. Stephen Munkers seconded the motion. The motion passed unanimously by all Board members present.</p>
<p>E. Hospice Quality Program</p>	<p>Emily Roberts presented the Hospice Quality Program measures (see Board packet). Pioneer Memorial Hospice’s quality measures require Board of Director approval in compliance with 42 CFR § 418.58. The Hospice program proposes to utilize the quality measure, Hospice Visits in the Last Days of Life (HVLDL).</p> <p>MOTION: Scott Ezell made a motion to accept the quality measure as presented. Stephen Munkers seconded the motion. The motion passed unanimously by all members present.</p>
<p>F. ER Provider Contract Renewal</p>	<p>Emily Roberts presented the ER Provider Contract Renewal for Dr. Metzler (see Board packet). Roberts reported that the renewal includes addendums for Dr. Metzler’s roles as the EMS Supervising Physician as well as the ER and Trauma Director for the hospital.</p> <p>MOTION: Stephen Munkers made a motion to approve the employment agreement with Dr. Metzler as presented. Scott Ezell seconded the motion. The motion passed unanimously by all Board members present.</p>

<p>G. Capital Loan</p>	<p>Nicole Mahoney presented information about a capital loan from Bank of Eastern Oregon. Mahoney reports that the District will be financing the new EHR and other EHR implementation expenses as a capital loan as allowed by the updated GASB rules. Mahoney recommended a 10-year loan term with a fixed interest rate that can be paid early without penalty or refinanced if the market is favorable. Mahoney reports that the loan terms still need to be reviewed by the lender’s internal loan committee.</p> <p>MOTION: Stephen Munkers made a motion authorizing the capital loan up to one million with a 10-year term, upon the approval of the lender’s internal loan committee, and the approved signers for the loan to be Emily Roberts and Diane Kilkenny. Scott Ezell seconded the motion. The motion passed unanimously by all Board members present.</p>
<p>8. ADDITION TO THE AGENDA: Provider Recruiting Update</p>	<p>Emily Roberts reported that Vicki Kent is retiring in October and a very promising candidate is being interviewed next week. Roberts also reported that Dr. Schaffer is moving in August and there is one internal physician candidate considering the position.</p>
<p>9. Executive Session</p>	<p>At 7:45 p.m. Diane Kilkenny called to order Executive Sessions under:</p> <p style="padding-left: 40px;">A. ORS 192.660(2)(f) to consider information or records that are exempt from public inspection pertaining to ongoing or anticipated litigation exempt from disclosure under ORS 192.345(1)</p> <p>Kilkenny states that members of the news media may attend executive sessions, with limited exceptions. News media are instructed not to report about what happened in executive sessions.</p> <p>The Executive Session adjourned at 8:06 p.m.</p>
<p>10. Adjourn</p>	<p>With no further business to come before the Board, regular session adjourned at 8:06 p.m.</p> <p>Minutes taken and submitted by Sam Van Laer. Approved May 20, 2024.</p>

Promise of Excellence

Compassion: Being motivated with a desire to assist patients and staff with empathy and kindness and committed to going the extra mile to ensure patients and staff feel comfortable and welcomed.

Respect: Recognizing and valuing the dignity and uniqueness of everyone. Respect creates a work environment based on teamwork, encouragement, trust, concern, honesty, and responsive communication among all employees and our patients.

Integrity: Encompassing honesty and consistently adhering to the principles of professionalism and accountability with our patients, fellow employees, and community partners. Integrity is at the heart of everything we do.

Excellence: Creating standards of performance that surpass ordinary expectations. We want to make this the place where patients want to come, our providers want to practice, and people want to work!