

Pend Oreille Hospital District
MINUTES
December 17, 2019

A meeting of the **Board of Trustees of the Pend Oreille Hospital District** was held in the classroom at Bonner General Hospital.

Present: Tom Lawrence, MD, Tim Cochran, Jim Frank, Helen Parsons, Scott Burgstahler, Dan Rose, and Bart Casey. Others present: Sharon Beeman.

The meeting was called to order at 7:00 a.m. by Tom Lawrence, Chairman.

Business:

1. Approval of Agenda. Motion to approve Agenda was made by Scott Burgstahler, seconded by Tim Cochran. The Agenda was approved, as is, by unanimous vote.
2. Approval of Minutes. Dan Rose made a Point of Information asking if the duties of the Treasurer that were provided to Trustee Frank at the last meeting as mentioned in Idaho Code 39-13-28 were in the minutes. Dan was informed that they were not discussed and the Board accepts the State Law and the POHD Trustees have taken an oath to abide by the State Law so we do not need to repeat it in the minutes. Dan asked for 2 other points of information, Tom Lawrence noted that his questions were not relevant to the approval of the minutes and the question was dropped. The motion to approve the minutes from the November 26, 2019 meeting was made by Scott Burgstahler seconded by Tim Cochran. The Minutes were approved by 6 yes votes, Dan abstained.
3. The District Trustees acknowledged receipt of Bonner County Warrant dated December 6, 2019 in the amount of \$85,166.83. Motion was made by Jim Frank to accept receipt of the check, motion was seconded by Scott Burgstahler. Dan asked for Point of Information as the balance of the POHD checking account. That information was not readily available at the time of the meeting. Dan asked for a Point of Information "can the Treasurer provide a detailed year-end report of the POHD funds at the January meeting," discussion was held regarding the issue and the year-end reports. Approved by unanimous vote.
4. Resolution of Funding Request Signers. Discussion was held regarding the process and signers required vs. what the POHD Trustees would like. Dan moved that the Executive Committee be activated because the Bylaws state they can do interim meetings. No seconded received. Jim Frank noted that he is confident that the financial reports that are provided by the hospital on the clinics are accurate as they are audited by an independent auditor each year to insure those numbers are accurate and feels the POHD Board can use those numbers to base their funding decision on. Point of Information from Dan Rose "does 5.1e of our Agreement read "such other reports as the District may reasonable request in order to apply the applicable laws and regulations. Tom Lawrence said he did not have the Agreement in front of him. Reports that have previously been requested by Dan Rose were asked for were discussed. It was pointed out the Board had not seconded his request previously and it was not passed. Signing and deposit of the check from the County was discussed. Dan Rose made a motion that Jim Frank investigate and clarify the process for deposit of the County check and the Board be updated at the next meeting – no second received. Jim Frank made the motion that POHD will give one check to Bonner General Health, from the Pend Oreille Hospital District for the 3 clinics. POHD will have 2 Trustee signatures on the check. Trustees signers will be: Tom Lawrence, Jim Frank, Tim Cochran, Bart Casey, Dan Rose, and Scott Burgstahler. Tim Cochran seconded the motion. Motion was unanimously approved. The checkbook will be brought to the meetings and a check to cover the approved Funding Request will be written to Bonner General Hospital and signed before the end of the meeting. This will become a regular Agenda item.

5. Funding Requests for the POHD. Dan Rose made a motion that the POHD demand from BGH the purchase invoice, for the ENT equipment that identifies the name, price, model number, serial number, dates for each of the items purchased under the April reimbursement funding. It was identified by Chairman Lawrence that this was not an Agenda item and will not be discussed at this time. The members reviewed the November Finance handouts for the POHD Clinics. It was noted that there was a typo regarding the month of the report – the report is for November. Funding Requests for POHD Clinics are as follows:

a. Sandpoint Women’s Health: \$73,065

Dan Rose asked if all Trustees received the report listing variable portions of 3 months of service date for the Bonners Ferry income statements. Chairman Lawrence informed Dan Rose he will need to request this to be an Agenda item for the next meeting. Dan Rose moved that in accordance with Idaho Code 39-1331H to have management, control and supervision of all the business and affairs of the District, which SWH and the BF clinic is, March through September 2019 profit/loss be corrected to include administrative scheduling expenses, medical supply expenses, insurance expenses, medical supply expenses, mid-level expenses, rent expense, professional fees, employee benefit expense and employee tax expenses, mileage expenses auditing fees, physician wages, CNA wages prorated on a daily service basis and distributed electronically to the Board no later than 12/20/2019. No second received. Dan Rose made the motion that in accordance with Idaho Code 39-1331-h and 39-1328 the SWH and Bonners Ferry clinic separate profit losses to include administrative scheduling expenses, medical supply expenses, insurance expenses, medical supply expenses, mid-level expenses, rent expense, professional fees, employee benefit expense and employee tax expenses, mileage expenses auditing fees, physician wages, CNA wages. No second received. Dan Rose moved that there were only monthly losses since March 2019 reported by accounting and received by the County Auditor. No Second received. Dan Rose moved to deny any funding request for SWH until BGH provided a strict and accurate account of the SWH and Bonners Ferry Clinic operations and to be agreeable by PODH and BGH to lawful funding. No second received. Point of Order by Dan Rose, a funding request should not, and can not, be made where POHD Board action relative to paragraph section 2.5, 3.5, 5.1 c and d, and 9.5 of the Agreement between PODH and BGH by disregarding in which create a lack of adherence to the Idaho Constitution, article 8, section 3c and Idaho Code 39-1339 and thus Idaho Code Title 18.

b. Ear, Nose & Throat Clinic: \$40,905

c. Behavioral Health Clinic: \$36,997

Total Clinic Funding Request for the month (Rental and Net Losses): \$150,967

SWH funding request was approved by 5 Yea votes, 1 Nay vote from Dan Rose

ENT funding request approved by 5 Yea votes, 1 Nay vote from Dan Rose. Chairman Lawrence noted that Dan Rose negated our contracted amount for the ENT clinic.

Behavioral Health funding request, approved by 5 Yea votes, 1 Nay vote from Dan Rose.

Dan Rose had a Point of Information – in reviewing the L2 Spread sheet and supporting information and the information provided by POHD for the County in August of 2019 it provides an income and expense statement for SWH drafted by Helen Parsons. He asked if the Chairman would comment on why the indebted line items listed on that statement was provided in support of the L2 request, and would it be also be applicable to the Bonners Ferry indebtedness line item expense statement or as Treasurer Frank identified as profit and loss that Treasurer Frank has determined is needed. It was noted by Helen Parsons that she has not worked at SWH since March 2019 and will have BGH correct the ledger that generated her name on the report. Discussion was held regarding reports and responsibilities. It was requested that Dan Rose provide this to Chairman Lawrence as an Agenda item and detail all information he would like to discuss so reports and other information being discussed can be reviewed by all Trustees

prior to the meeting, this will allow an informed decision on the information needed by the POHD Board for funding requests. Motion was made by Jim Frank and seconded by Dan Rose for Dan to submit this to Chairman Lawrence for the January Agenda, along with detail of the information he wants to discuss and the reports, approved 4 yes votes and 2 nay votes by Scott Burgstahler and Bart Casey.

6. Next Meeting is January 28, 2020.
7. Scott Burgstahler made the motion to adjourn, seconded by Bart Casey and was approved by unanimous vote. The meeting was adjourned at 8:01 a.m.

Respectfully submitted,

Sharon Beeman,
POHD Secretary