

**Pend Oreille Hospital District**  
**MINUTES**  
**January 25, 2022**

A meeting of the **Board of Trustees of the Pend Oreille Hospital District** was held in the HSB Monarch/Cabinet Room.

**Present:** Tom Lawrence, Scott Burgstahler, Tim Cochran, Dan Rose, and Bart Casey. Helen Parsons attended by phone. Others present: Julie Hoffman and Sharon Beeman.

It was noted that there was a problem with the dial-in access code so callers would not be able to join the meeting. Dan Rose suggested that the audio recording be available if someone from the public would like to listen to the meeting.

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

**Business:**

1. Motion to approve agenda as written was made by Scott Burgstahler, seconded by Tim Cochran. Questions by Dan Rose regarding CMS Decision & Audit – these items will go on the February agenda. The Agenda was approved by 5 yea votes.
2. Approval of Minutes. Dan Rose noted that a motion by him to nominate Helen for PR person was not in the minutes. Sharon will refer to the recording and add to #9 of the minutes. Motion to approve the minutes as corrected from the December 21, 2021 meeting was made by Dan Rose, seconded by Scott Burgstahler. Approval of Minutes was approved by 5 yea votes.
3. Treasurer's Report. One Bonner County Warrant was received dated 12/29/21 for \$5,351.39. Dan Rose moved to accept the check, seconded by Scott Burgstahler and approved by 5 yea votes. Jim Frank sent the Treasurer's Report with the financials and cash bank balances for December. Chairman Lawrence noted that the POHD bank account will be \$40,833.58 short of being able to pay the funding request in full.
4. Funding Requests for the POHD. Funding Requests for POHD Clinics are as follows:
  - a. **Sandpoint Women's Health: \$37,133**
  - b. **Ear, Nose & Throat Clinic: \$42,907**
  - c. **Behavioral Health Clinic: \$24,890**

**Total: \$104,930**

Julie Hoffman gave a report on each of the clinics – ENT and SWH revenue have increased. Behavioral Health is down and those reasons were explained and should resolve in the next couple of months. Discussion and questions were held regarding the Behavioral Health Clinic. Julie also noted that Dr. Anderson will be staying – no issue there. Discussion regarding funding was held. Motion was made by Tim Cochran to fund the clinics at their requested amounts, after the expected large warrant check has been received and deposited, seconded by Bart Casey. More discussion was held regarding payment and checks. Motion to pay Funding Request after check is received was approved by 4 yea votes, 1 nay vote.

5. Rent Increase Notices. At the last meeting Pinegrove Rent increases of 3% was received, which would start on 2/1/2022 for Behavioral Health Clinic and ENT Clinic. Copies of the subleases for all 3 of the clinics were sent to each Trustee for review at the beginning of the year. Discussion and review regarding the Subleases and the original lease between BGH & Pinegrove and the CPI rates was held.

- Motion was made by Tim Cochran to accept the 3% rent increases for ENT and Behavioral Health, seconded by Scott Burgstahler. Approved by 5 yea votes.
6. Sublease Renewals. Subleases are up for annual renewal. Motion for renewal of the ENT and Behavioral Health subleases and the SWH Sublease under the current rental amount, was made by Dan Rose and seconded by Scott Burgstahler. Approved by 5 yea votes.
  7. Public Comment. Since the meeting was not available by phone, the audio file will be available if anyone from the public requests to listen to it.
  8. Next meeting is February 22, 2022.
  9. Tim Cochran requested that a schedule be made of items we need to approve and the month it needs to go on the agenda. Sharon will draft a schedule and bring it to the next meeting.
  10. With no other business to be brought before the Board, Scott Burgstahler made the motion to adjourn, seconded by Dan Rose and was approved by 5 Yea votes. The meeting adjourned at 7:34 a.m.

Respectfully submitted,



Sharon Beeman, Secretary