

**Pend Oreille Hospital District**  
**MINUTES**  
**January 23, 2024**

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

**Present:** Dwayne Sheffler, Tim Cochran, Scott Burgstahler, Bart Casey, and Tom Lawrence. Helen Parsons attended by phone. **Others present:** Stacey Good, DO, Erin Binnall, COD, John Hennessy, CEO, Skyler Twidt, CFO, and Kim Kichenmaster, Secretary.

**Public Attendance:** No one from the public attended in person or by phone.

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

**Business:**

1. Agenda – Motion to approve the agenda was made by Bart C. seconded by Dwayne S. Agenda was approved by 5 yea votes.
2. Approval of Minutes from December 19, 2023. Motion to approve the minutes was made by Dwayne S. seconded by Bart C. No discussion was held. Approved by 5 yea votes.
3. Jim Frank Resignation: Motion made by Tim C. to accept the resignation of Jim Frank, Treasurer and Board Member as of January 19, 2024, Scott B. seconded. Approved by 5 yea votes.
4. Remove Jim Frank from financial accounts, documents and treasurer designation: Motion made by Tim C. to remove Jim from all financial accounts, documents and treasurer designation with Bonner County as of January 19, 2024, Scott B. seconded. Approved by 5 yea votes. A resolution was signed by Dr. Lawrence and Kim K. to remove Jim Frank as stated. Discussion was held regarding filling the vacant Trustee position. Board has 90 days to fill vacancy.
5. Treasurer’s Report. The December Treasurer’s Report was reviewed by Skyler Twidt. One County Warrant was received this month, one dated 12/29/23 for \$6,442.19. Current account balance as of 1/23/2024 is \$10,560.71. Scott S. made the motion to accept the Treasurer’s Report and to approve receipt of the County Warrants, Bart C. seconded. Approved by 5 yea votes.
6. Funding Requests for POHD Clinics are as follows:

a. <b>Sandpoint Women’s Health:</b>	<b>\$67,623.00</b>	<b>Not funded last month: \$40,005.00</b>
b. <b>Behavioral Health Clinic:</b>	<b>\$40,077.00</b>	
<b>Total: \$107,700.00</b>		
- Discussion was held on the clinic financials. The County warrant for January has not come in – typically \$750,000. Funds are **short** by **\$137,139.29**. Tim C. made the motion to hold decisions on December Funding Request until next month. Motion seconded by Scott B. The motion was approved by 5 yea votes.
7. Approval of Pinegrove Rent Increase and sublease renewal for Behavioral Health Clinic. Motion to approve the rent increase was made by Bart C., seconded by Tim C. No discussion was held. Approved 5 yea votes.
8. Board Member Insurance Quote. Discussion regarding the quote of \$4743.00/year for Directors and Officers Insurance for the POHD Board. Motion to approve purchase was made by Tim C., seconded by Scott B. Approved 5 yea votes.
9. Retain Eide Bailey for Financial Audit February 19, 2024. Discussion of \$4900 cost. Motion to retain Eide Bailey for the 2023 audit was made by Bart C. , seconded by Scott B. Approved 5 yea votes.
10. Public Comment. No one from the public attended.
11. Board Education – Excused Absences Discussion Please text Kim or Dr. Lawrence if not attending a meeting. All absences need to be excused.
12. Business Discussion –

- a. Erin B. shared data on using Phreesia in the 5 clinics. More co-pays and outstanding balances have been collect. Have IPads in the office and credit card fees have been decreased. The Clinic team has done an excellent job implementing.
  - b. Skyler has hired a consultant Phil Schmid to help us move from Free Standing Clinics to Provider Based Clinics. He will be here for two days beginning 1/30/2024. This will enable more reimbursements.
13. Next meeting is February 27, 2024. The meeting will be in the HSB Monarch/Cabinet Room at 7 a.m.
14. With no other business to be brought before the Board, Dwayne S. made the motion to adjourn, seconded by Scott B. and was approved by 5 yea votes. The meeting adjourned at 7:55 a.m.

Respectfully submitted,



Kim Kichenmaster, Secretary