



**Board Meeting Agenda
August 28, 2023 at 6:30 p.m.**

In Person	Pioneer Memorial Clinic 130 Thompson Street, Heppner, OR 97836
Zoom	https://us06web.zoom.us/j/81341022569?pwd=WkkwTmNBN1daQk1XaHlubHRLYmVEQT09 Meeting ID: 813 4102 2569 Passcode: 891211

1. Call to Order

2. Public Comments

Maximum of 3 minutes per person/topic. Multiple items on the same topic need to be combined through one speaker. A maximum of 30 minutes may be allotted for public comment.

3. Approval of Meeting Minutes

- A. July 31, 2023 Regular Session

4. CEO Report & Dashboard – Emily Roberts

5. Financial Report – Nicole Mahoney

6. Consent Agenda

- A. EMS Stats – July 2023

7. New Business

- A. Tax Anticipation Note
- B. Resolution 146-0823
- C. Insurance Renewal
- D. Medical Staff Privileging
- E. FY22-23 Accomplishments

8. Old Business

9. Executive Session

- 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).

10. Adjourn

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!

Meeting	Board of Directors		
Date / Time	July 31, 2023 at 6:30 p.m.	Location	Irrigon City Hall, 500 NE Main Ave, Irrigon OR
Chair	Marie Shimer, Board Chair	Recorder	Nicole Mahoney
Board Members	Present: Marie Shimer, Diane Kilkenny, John Murray, Stephen Munkers, Trista Seastone		
Attendees	Staff: Emily Roberts, Nicole Mahoney Guests: Aaron Palmquist, Raymond Seastone, Joey Munkers, Daniel Wattenburger, Eric Volk, WIPFLI Press: Andrea Di Salvo, Heppner Gazette-Times		

<p>Mission Bring essential health services to our rural communities that meet the unique needs of the people we serve.</p>	<p>Vision Be the first choice for quality, compassionate care, and lead the way in promoting wellness and improving health in our communities.</p>	<p>Values Integrity, Compassion, Quality, Respect, Financial Responsibility</p>
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Agenda Item	Minutes
1. Call to Order	Marie Shimer called the meeting to order at 6:30 p.m.
2. Oath of Office	Marie Shimer administered the Oath of Office to newly elected board members, Trista Seastone and Stephen Munkers.
3. Public Comments	None.
4. Approval of Meeting Minutes	MOTION: Diane Kilkenny moved to approve the minutes for the June 13, 2023 budget hearing meeting and June 26, 2023 regular session as presented. Stephen Munkers seconded the motion. The motion passed unanimously with Trista Seastone and Stephen Munkers abstaining due to the fact that they were just sworn in at this meeting.
5. CEO Report & Executive Team Dashboard	The executive team dashboard was presented by Emily Roberts (see board packet).
6. Financial Report & WIPFLI Discussion	<p>Eric Volk, CPA from WIPFLI, the District’s auditing firm, recommended that the District record the approx. \$840K in Unearned COVID Funds currently on the Balance Sheet as grant revenue for the fiscal year ending 6/30/2023 and un-restrict the \$2.1M in reserved COVID funds for operations as of June 30, 2023. Consensus of the Board was to proceed with this recommendation. Eric also discussed the current fiscal landscape and stated most all healthcare entities are seeing lower utilization and revenues with rising staff and purchased service costs due to record high inflation.</p> <p>The Financial Report was presented by Nicole Mahoney (see board packet).</p>
7. Consent Agenda	MOTION: Diane Kilkenny moved to approve the Consent Agenda as presented. John Murray seconded the motion. The motion passed unanimously by all board members present.

8. New Business	
A. Emergency Medicine Physician Contract	<p>Emily Roberts presented the physician employment agreement for Jeffrey Westin, MD which includes a negotiated buyout to locum staffing agency, CompHealth of \$16,500 (see board packet).</p> <p>MOTION: John moved to approve the employment agreement and buyout as presented. Diane Kilkenny seconded the motion. The motion passed unanimously by all board members present.</p>
B. Medical Staff Privileges	<p>The Medical Staff Executive Committee recommends approval of privileges for the following providers (see board packet):</p> <p>New Appointments:</p> <ol style="list-style-type: none"> 1. Roster Appointments for OHSU Telemedicine Pediatric Critical Care Providers 2. Stephen Weldon, MD – CORA Radiologist 3. Steven Plimpton, MD – CORA Radiologist 4. Alyssa McNamara, MD – CORA Radiologist 5. Stephen Carroll, MD – CORA Radiologist 6. Taylor Turner, Physical Therapist 7. Theresa Fenn, Licensed Dietitian 8. Rachel Tate, Licensed Dietitian <p>Re-Appointments</p> <ol style="list-style-type: none"> 1. Jeffrey Westin, MD – Emergency Medicine 2. William Everts, DO – Emergency Medicine (<u>Hold approval until later date for file completion.</u>) 3. Peter Viavant, MD – Emergency Medicine 4. Jamie Reed, CSWA – Clinic <p>MOTION: John Murray moved to approve the medical staff privileges as recommended by the Medical Executive Committee. Diane Kilkenny seconded the motion. The motion passed unanimously by all board members present.</p>
C. VOIP System Bids	<p>The Board reviewed three bids for a new VOIP phone system for the entire District as presented (see board packet). Bidders included Dynamic Computer Consulting, Cabertel, and Uni-Tech Communications. By year five Dynamic Computer Consulting is the most cost effective bid.</p> <p>MOTION: John Murray moved to award the VOIP phone system bid to Dynamic Computer Consulting for an upfront cost of \$68,253 and annual cost of \$24,175.68. Diane Kilkenny seconded the motion. The motion passed unanimously by all other board members present.</p>

<p>D. SIP Community Service Fee Distribution Agreement</p>	<p>Emily Roberts explained the SIP agreement process and presented the IGA for the distribution of the Community Service Fee for board consideration (see board packet).</p> <p>MOTION: Diane Kilkenny moved to accept as presented the Intergovernmental Agreement for SIP Distribution for the Amazon Bombing Range Rd site. John Murray seconded the motion. The motion passed unanimously by all other board members present.</p>
<p>E. i2i Service Agreement</p>	<p>Emily Roberts presented a service agreement with i2i for a software product that lays over the District’s electronic medical record system to extract quality data to enable reporting of compliance with state quality measures. The current EMR, Thrive, is not capable of extracting the data as contractually agreed to. The District needs to be able to report in order to receive compensation (see board packet).</p> <p>MOTION: John moved to approve the agreement with i2i and grant Emily the authority to make language changes if recommended by the District’s legal counsel. Diane Kilkenny seconded the motion. The motion passed unanimously by all other board members present.</p>
<p>9. Old Business</p>	<p>None.</p>
<p>10. Executive Session</p>	<p>Marie Shimer called to order Executive Sessions under ORS 192.660(2)(f) to consider information or records that are exempt from public inspection pertaining to trade secrets exempt from disclosure under ORS 192.345(2) and records that are exempt from public inspection pertaining to ongoing or anticipated litigation exempt from disclosure under ORS 192.345(1); and ORS 192.660(2)(i) to review and evaluate the employment-related performance of a public employee who does not request an open hearing at 7:53 p.m. The Executive Session adjourned at 9:15 p.m.</p>
<p>11. Adjourn</p>	<p>With no further business to come before the board, regular session adjourned at 7:53 p.m. Minutes taken and submitted by Nicole Mahoney. Approved _____.</p>

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August 2023

HUMAN RESOURCES	
Turnover Rate (Rolling 3 Months)	-
Vacancy Rate	-
Number of Open Positions	-
Newly Created Open Positions	-

FINANCIAL		
Days Cash on Hand	66	Goal ≥ 90
Days in AR	64	Goal ≤ 60

The average hospital turnover rate for 2020 was 19.5% (Statista).
The annual total separations rate for health care and social assistance for 2021 was 39.4% (Bureau of Labor Statistics).

RURAL HEALTH CLINICS				
MEASURE	PMC	ICC	IMC	BIC
Third Next Available (Current Month)	4	8	10	N/A
Total Visits (Previous Month)	267	111	361	87

"Third Next Available" is an industry standard measurement of primary care access. It is defined as the average length of time in days between the day a patient makes a request for an appointment with a provider and the third available appointment for a new patient physical, routine exam, or return visit exam. Values shown are clinic averages.

CAHPS (PATIENT SATISFACTION SCORES)

Using any number from 0 to 10, where 0 is the worst provider possible and 10 is the best provider possible, what number would you use to rate this provider?

	Qtr 2 2023	Qtr 1 2023	Qtr 4 2022
Boardman Immediate Care	25% N = 4	100% N = 2	No Data N = 0
Ione Community Clinic	92% N = 12	86% N = 14	87% N = 15
Irrigon Medical Clinic	80% N = 20	58% N = 36	75% N = 24
Pioneer Memorial Clinic	72% N = 39	77% N = 51	80% N = 45
NRC Average	84%		

Would you recommend this provider's office to your family and friends?

	Qtr 2 2023	Qtr 1 2023	Qtr 4 2022
Boardman Immediate Care	25% N = 4	100% N = 2	No Data N = 0
Ione Community Clinic	100% N = 12	100% N = 13	100% N = 15
Irrigon Medical Clinic	84% N = 19	79% N = 34	83% N = 24
Pioneer Memorial Clinic	87% N = 37	88% N = 51	84% N = 44
NRC Average	91%		

Using any number from 0 to 10, where 0 is the worst facility possible and 10 is the best facility possible, what number would you use to rate this emergency department?

	Qtr 2 2023	Qtr 1 2023	Qtr 4 2022
ER Adult	71%	65%	85%
	N = 7	N = 20	N = 20
NRC Average	63%		
Bed Size 6 - 24 Average	77%		

Would you recommend this emergency department to your friends and family?

	Qtr 2 2023	Qtr 1 2023	Qtr 4 2022
ER Adult	75%	61%	77%
	N = 8	N = 18	N = 22
NRC Average	65%		
Bed Size 6 - 24 Average	76%		

Using any number from 0 to 10, where 0 is the worst facility possible and 10 is the best facility possible, what number would you use to rate this emergency department?

	Qtr 1 2023	Qtr 4 2022	Qtr 3 2022
ER Pediatric	100%	0%	75%
	N = 1	N = 1	N = 4
NRC Average	63%		

Would you recommend this emergency department to your friends and family?

	Qtr 1 2023	Qtr 4 2022	Qtr 3 2022
ER Pediatric	100%	0%	50%
	N = 1	N = 1	N = 4
NRC Average	69%		

Using any number from 0 to 10, where 0 is the worst hospital possible and 10 is the best hospital possible, what number would you use to rate this hospital during your stay?

	Qtr 2 2023	Qtr 1 2023	Qtr 4 2022
Inpatient	67%	67%	0%
	N = 6	N = 3	N = 2
NRC Average	71%		
Bed Size 6 - 24 Average	80%		

Would you recommend this hospital to your friends and family?

	Qtr 2 2023	Qtr 1 2023	Qtr 4 2022
Inpatient	33%	33%	50%
	N = 6	N = 3	N = 2
NRC Average	72%		
Bed Size 6 - 24 Average	79%		

Using any number from 0 to 10, where 0 is the worst hospital possible and 10 is the best hospital possible, what number would you use to rate this hospital during your stay?

	Qtr 1 2023	Qtr 4 2022	Qtr 3 2022
Hospital	100%	100%	0%
	N = 1	N = 1	N = 0
NRC Average	71%		
Bed Size 6 - 24 Average	81%		

Would you recommend this hospital to your friends and family?

	Qtr 1 2023	Qtr 4 2022	Qtr 3 2022
Hospital	100%	100%	0%
	N = 1	N = 1	N = 1
NRC Average	72%		
Bed Size 6 - 24 Average	80%		

Score is equal to or greater than the NRC Average
Score is less than the NRC Average, but may not be significantly
Score is significantly less than the NRC Average

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MORROW COUNTY HEALTH DISTRICT
 BALANCE SHEET
 FOR THE MONTH ENDING: 06/30/23

	Current Year	Prior Year	Net Change
ASSETS			
CURRENT ASSETS			
CASH & INVESTMENTS			
CASH & INVESTMENTS	4,456,540	7,477,133	(3,020,593)
TOTAL CASH & INVESTMENTS	4,456,540	7,477,133	(3,020,593)
PATIENT ACCOUNTS RECEIVABLE			
A/R HOSPITAL SWING CLINIC	1,188,097	1,715,207	(527,110)
A/R HOME HEALTH & HOSPICE	247,296	207,023	40,272
A/R THRIVE	1,034,718		1,034,718
GROSS PATIENT RECEIVABLES	2,470,111	1,922,231	547,880
LESS CLEARING ACCOUNTS	(50)	(50)	
LESS ALLOW FOR CONTRACTUAL	41,788	41,788	
LESS ALLOW FOR UNCOLLECTIBLE	270,503	270,503	
NET PATIENT ACCOUNTS RECEIVABLE	2,157,870	1,609,990	547,880
OTHER RECEIVABLES			
EMPLOYEE ADVANCES	7,092		7,092
RECEIVABLE 340B SUNRX	84,521	35,931	48,590
TAXES RECEIVABLE - PRIOR YEAR	67,877	66,688	1,188
OTHER RECEIVABLE	21,234	100,530	(79,295)
MC/MD RECEIVABLE	365,624		365,624
ASSISTED LIVING RECEIVABLE	6,750	5,926	823
TOTAL OTHER RECEIVABLE	553,098	209,076	344,022
INVENTORY & PREPAID			
INVENTORY AND PREPAID	602,747	511,449	91,298
TOTAL INVENTORY & PREPAID	602,747	511,449	91,298
TOTAL CURRENT ASSETS	7,770,257	9,807,649	(2,037,391)
LONG TERM ASSETS			
LAND	135,700	135,700	
LAND IMPROVEMENTS	322,353	301,595	20,758
BUILDING & IMPROVEMENTS	5,970,362	5,869,836	100,525
EQUIPMENT	8,370,276	7,884,776	485,499
AMORTIZABLE LOAN COSTS)
CONSTRUCTION IN PROGRESS	660,684	516,222	144,462
LESS ACCUM DEPRECIATION	10,480,848	9,763,298	717,549
TOTAL LONG TERM ASSETS	4,978,528	4,944,832	33,696
TOTAL ASSETS	12,748,786	14,752,481	(2,003,695)

UNAUDITED - SUBJECT TO CHANGE

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MORROW COUNTY HEALTH DISTRICT
 BALANCE SHEET
 FOR THE MONTH ENDING: 06/30/23

	Current Year	Prior Year	Net Change
LIABILITIES			
CURRENT LIABILITIES			
ACCOUNTS PAYABLE			
ACCOUNTS PAYABLE	273,684	340,749	(67,064)
REFUNDS PAYABLE-HOSPITAL	24,272		24,272
MISC PAYABLE)	
-----	-----	-----	-----
ACCOUNTS PAYABLE TOTAL	297,956	340,749	(42,792)
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ACCRUED WAGES & LIABILITIES			
ACCRUED WAGES & LIABILITIES	1,234,970	691,793	543,177
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TOTAL ACCRUED WAGES & LIABILITIES	1,234,970	691,793	543,177
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OTHER LIABILITIES			
ACCRUED INTEREST	2,560	3,052	(491)
SUSPENSE ACCOUNT	(155,846)		(155,846)
TCAA SUSPENSE	225		225
DEFERRED INCOME	1,505	1,505	
UNEARNED REVENUE FOR COVID 19		1,108,671	(1,108,671)
MC/MD SETTLEMENT PAYABLE		260,144	(260,144)
CONTINGENCY SETTLEMENT PAYABLE	200,000	200,000	
-----	-----	-----	-----
TOTAL OTHER LIABILITIES	48,444	1,573,373	(1,524,928)
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TOTAL CURRENT LIABILITIES	1,581,372	2,605,915	(1,024,543)
=====	=====	=====	=====
LONGTERM LIABILITIES			
BEO 2019 BOILERS LOAN	43,455	70,995	(27,540)
BEO 2018 BOARDMAN BLDG LOAN	88,715	106,018	(17,303)
BEO 2018 OMNICELL/US LOAN	6,727	85,015	(78,288)
BEO 2020 AMBULANCE LOAN	55,193	85,015	(29,821)
MORROW CO 2018 BOARDMAN BLDG	48,535	58,501	(9,965)
BEO ENDO RM/MISC LOAN 2017		9,777	(9,777)
MORROW CO 2013 IMC LOAN		9,491	(9,491)
BEO IMC EXPANSION 2018	287,458	332,517	(45,059)
GEODC 2021 HOUSE LOAN	74,370	82,295	(7,924)
MORROW CO 2021 CHURCH LOAN	55,281	61,673	(6,391)
BEO 2008 HOSP REMODEL LOAN	1,080	49,495	(48,415)
BEO REFINANCE LOAN	771,393	797,725	(26,331)
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TOTAL LONG TERM LIABILITIES	1,432,212	1,748,524	(316,312)
=====	=====	=====	=====
EQUITY/FUND BALANCE			
GENERAL FUND UNRESTRICTED BAL	10,398,041	10,398,041	
EQUITY/FUND BAL PERIOD END	(662,839)		(662,839)
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TOTAL LIAB & EQUITY/FUND BAL	12,748,786	14,752,481	(2,003,695)
=====	=====	=====	=====

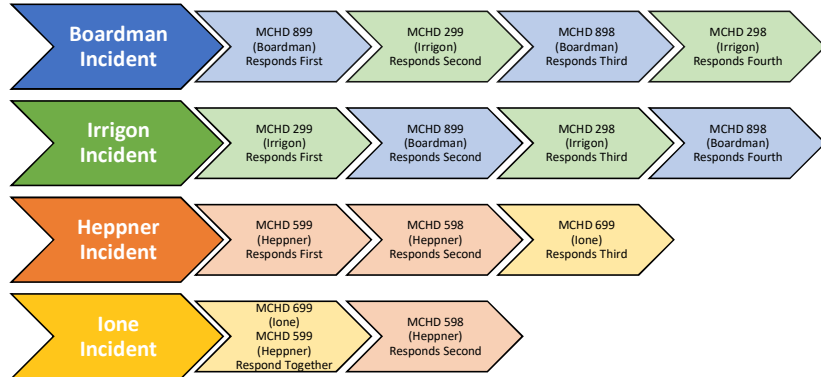
UNAUDITED - SUBJECT TO CHANGE

2023	BOARDMAN						IRRIGON						HEPPNER						IONE		
	899			898			299			298			599			598			699		
	Dispatch to En Route	Response Time	Number of Runs	Dispatch to En Route	Response Time	Number of Runs	Dispatch to En Route	Response Time	Number of Runs	Dispatch to En Route	Response Time	Number of Runs	Dispatch to En Route	Response Time	Number of Runs	Dispatch to En Route	Response Time	Number of Runs	Dispatch to En Route	Response Time	Number of Runs
January	0.2	3.8	47	1.0	10.2	6	1.0	3.5	52	0.1	3.9	4	3.5	8.7	26	6.0	11.5	2	N/A	N/A	0
February	0.2	5.8	43	1.1	12.4	1	1.0	3.3	33	5.0	5.0	3	5.6	21.5	22	9.0	10.0	7	N/A	N/A	0
March	0.3	4.5	31	0.1	4.6	8	1.0	4.0	28	1.5	3.0	1	4.2	7.7	24	0.8	1.2	2	N/A	N/A	0
April	0.2	4.9	44	0.3	3.3	4	1.0	3.9	30	0.4	5.0	17	3.6	7.0	26	6.0	7.0	3	N/A	N/A	0
May	0.2	3.8	65	0.2	5.8	1	1.0	4.3	35	0.5	5.4	15	3.4	10.0	27	6.0	15.0	3	N/A	N/A	0
June	0.4	3.9	12	0.3	3.6	40	1.0	4.0	43	1.0	5.0	7	4.5	4.0	28	N/A	N/A	0	N/A	N/A	0
9-1-1 July	0.2	3.9	17	0.5	5.0	28	1.0	5.7	10	1.0	3.0	55	3.0	5.0	30	N/A	N/A	0	N/A	N/A	0
Transfers July	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0	5.0	3.0	7	N/A	N/A	0	N/A	N/A	0
9-1-1 August																					
Transfers August																					
9-1-1 September																					
Transfers September																					
9-1-1 October																					
Transfers October																					
9-1-1 November																					
Transfers November																					
9-1-1 December																					
Transfers December																					
TOTAL TRANSPORTS			259			88			231			102			190			17			0

Dispatch to en route means the length of time between when the ambulance is dispatched to when the ambulance leaves the garage.

Response time means the length of time between the notification to the ambulance and the arrival of the ambulance at the incident scene.*

*Note that response times are not adjusted for miles traveled and these times include non-emergent transfers.



PIONEER MEMORIAL CLINIC - JUL 2023

Provider	Measure	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total
Dr. Schaffer	Patient Hours Available			8		7.5	7.25				8	7.5	7.5	8					8	7	7									8	83.75		
	Patients Seen			12		8	13				11	13	11	13					4	10	10									15	120		
	No Shows			0		0	0				0	0	1	0					0	0	2									1	4		
	Patient Cancellations			1		1	0				3	1	1	0					0	0	0									1	8		
	Clinic Cancellations			0		0	0				0	0	0	0					0	0	0									0	0		
	Pts. Per Available Hour			1.5		1.1	1.8				1.4	1.7	1.5	1.6					0.5	1.4	1.4									1.9	1.4		
	No Show Rate			0%		0%	0%				0%	0%	8%	0%					0%	0%	17%									6%	3%		
	Patient Cancel Rate			8%		11%	0%				21%	7%	8%	0%					0%	0%	0%										6%	6%	
Clinic Cancel Rate			0%		0%	0%				0%	0%	0%	0%					0%	0%	0%										0%	0%		

Provider	Measure	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total
Amanda Roy, PA	Patient Hours Available												6.5	7.5	8					7	7.5	8					7.5	7.5	8			67.5	
	Patients Seen												11	14	13					14	13	14					13	13	16			121	
	No Shows												1	0	1					0	1	0					1	0	2			6	
	Patient Cancellations												1	0	0					0	0	0					0	1	0			2	
	Clinic Cancellations												0	0	0					0	0	0					0	0	0			0	
	Pts. Per Available Hour												1.7	1.9	1.6					2.0	1.7	1.8					1.7	1.7	2.0			1.8	
	No Show Rate												8%	0%	7%					0%	7%	0%					7%	0%	11%			5%	
	Patient Cancel Rate												8%	0%	0%					0%	0%	0%					0%	7%	0%			2%	
Clinic Cancel Rate												0%	0%	0%					0%	0%	0%					0%	0%	0%			0%		

Provider	Measure	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total
Rebecca Humphries	Patient Hours Available			6.5								6	5.5	4.5	2			2.5	8	6.5	5.5					7	4.5	3.5	8			6.5	76.5
	Patients Seen			3								3	3	1	0			1	2	2	3					3	1	2	2			0	26
	No Shows			0								1	0	0	0			1	0	0	0					0	0	0	0			0	2
	Patient Cancellations			1								0	0	0	0			0	0	0	0					0	0	0	0			0	1
	Clinic Cancellations			0								0	0	0	0			0	0	0	0					0	0	0	0			0	0
	Pts. Per Available Hour			0.5								0.5	0.5	0.2	0.0			0.4	0.3	0.3	0.5					0.4	0.2	0.6	0.3			0.0	0.3
	No Show Rate			0%								25%	0%	0%	0%			50%	0%	0%	0%					0%	0%	0%	0%			0%	7%
	Patient Cancel Rate			25%								0%	0%	0%	0%			0%	0%	0%	0%					0%	0%	0%	0%			0%	3%
Clinic Cancel Rate			0%								0%	0%	0%	0%			0%	0%	0%	0%					0%	0%	0%	0%			0%	0%	

Occ. Health	Measure	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total	
MA Chargeable Visit	Patients Seen			0		0	0				0	0	0	0	0			0	0	0	0	0					0	0	0	0			0	0

PMC TOTALS	Measure	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total
	Patient Hours Available			14.5		7.5	7.25				8	13.5	19.5	20	10			2.5	16	20.5	20	8				7	12	11	16			14.5	227.8
	Patients Seen			15		8	13				11	16	25	28	13			1	6	26	26	14				3	14	15	18			15	267
	No Shows			0		0	0				0	1	2	0	1			1	0	0	3	0				0	1	0	2			1	12
	Patient Cancellations			2		1	0				3	1	2	0	0			0	0	0	0	0				0	0	1	0			1	11
	Clinic Cancellations			0		0	0				0	0	0	0	0			0	0	0	0	0				0	0	0	0			0	0
	Pts. Per Available Hour			1.0		1.1	1.8				1.4	1.2	1.3	1.4	1.3			0.4	0.4	1.3	1.3	1.8				0.4	1.2	1.4	1.1			1.0	1.2
	No Show Rate			0%		0%	0%				0%	6%	7%	0%	7%			50%	0%	0%	10%	0%				0%	7%	0%	10%			6%	4%
	Patient Cancel Rate			12%		11%	0%				21%	6%	7%	0%	0%			0%	0%	0%	10%	0%				0%	0%	6%	0%			6%	4%
	Clinic Cancel Rate			0%		0%	0%				0%	0%	0%	0%	0%			0%	0%	0%	0%	0%				0%	0%	0%	0%			0%	0%

IONE COMMUNITY CLINIC - JULY 2023

Provider	Measure	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total
Eileen McElligott	Patient Hours Available			8			6.5				8	8		8				8	8		6				8	8		8				7.5	92
	Patients Seen			8			13				9	5		11				10	6		6				14	15		11				3	111
	No Shows			0			0				0	0		0				0	0		2				0	0		0				0	2
	Patient Cancellations			0			0				0	1		2				1	1		1				2	0		0				0	8
	Clinic Cancellations			0			0				0	0		0				0	0		0				0	0		0				0	0
	Pts. Per Available Hour			1.0			2.0				1.1	0.6		1.4				1.3	0.8		1.0				1.8	1.9		1.4				0.4	1.2
	No Show Rate			0%			0%				0%	0%		0%				0%	0%		22%				0%	0%		0%				0%	2%
	Patient Cancel Rate			0%			0%				0%	17%		15%				9%	14%		11%				13%	0%		0%				0%	7%
Clinic Cancel Rate			0%			0%				0%	0%		0%				0%	0%		0%				0%	0%		0%				0%	0%	

IRRIGON MEDICAL CLINIC - JULY 2023

Provider	Measure	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total
Jamie Reed, CSWA	Patient Hours Available			8		8	8				8	8	8	8					8	8	8	8			8	8	6	8					118
	Patients Seen			6		4	5				3	6	3	3					1	2	5	1			1	2	0	7					49
	No Shows			1		0	1				0	0	0	1					0	1	0	0			0	0	0	1					5
	Patient Cancellations			0		1	0				0	0	0	0					1	0	1	0			0	2	0	1					6
	Clinic Cancellations			0		0	0				0	0	0	0					0	0	0	0			0	0	0	0					0
	Pts. Per Available Hour			0.8		0.5	0.6				0.4	0.8	0.4	0.4					0.1	0.3	0.6	0.1			0.1	0.3	0.0	0.9					0.4
	No Show Rate			14%		0%	17%				0%	0%	0%	25%					0%	33%	0%	0%			0%	0%	0%	11%					8%
	Patient Cancel Rate			0%		20%	0%				0%	0%	0%	0%					50%	0%	17%	0%			0%	50%	0%	11%					10%
Clinic Cancel Rate			0%		0%	0%				0%	0%	0%	0%					0%	0%	0%	0%			0%	0%	0%	0%					0%	
Terri Dickens, LCSW	Patient Hours Available			6.5		8					8		8					8		3.5					8		8					8	66
	Patients Seen			6		4					7		2					4		2					5		8					3	41
	No Shows			2		0					2		1					0		2					2		0					1	10
	Patient Cancellations			0		1					0		1					1		0					0		0					0	3
	Clinic Cancellations			0		0					0		0					0		0					1		0					0	1
	Pts. Per Available Hour			0.9		0.5					0.9		0.3					0.5		0.6					0.6		1.0					0.4	0.6
	No Show Rate			25%		0%					22%		25%					0%		50%					25%		0%					25%	18%
	Patient Cancel Rate			0%		20%					0%		25%					20%		0%					0%		0%					0%	5%
Clinic Cancel Rate			0%		0%					0%		0%					0%		0%					13%		0%					0%	2%	
Jon Watson, PA	Patient Hours Available			8							8	8	8	8				8	8	8	8				8	8	8	8				8	112
	Patients Seen			6							8	16	12	11				14	12	14	13				10	13	12	12				10	163
	No Shows			3							6	1	3	3				1	0	1	1				3	0	2	3				3	30
	Patient Cancellations			0							1	0	0	0				1	0	0	5				0	1	0	0				1	9
	Clinic Cancellations			0							0	0	0	0				0	0	0	0				0	0	0	0				0	0
	Pts. Per Available Hour			0.8							1.0	2.0	1.5	1.4				1.8	1.5	1.8	1.6				1.3	1.6	1.5	1.5				1.3	1.5
	No Show Rate			33%							40%	6%	20%	21%				6%	0%	7%	5%				23%	0%	14%	20%				21%	15%
	Patient Cancel Rate			0%							7%	0%	0%	0%				6%	0%	0%	26%				0%	7%	0%	0%				7%	4%
Clinic Cancel Rate			0%							0%	0%	0%	0%				0%	0%	0%	0%				0%	0%	0%	0%				0%	0%	
Vicki Kent, FNP	Patient Hours Available					8	8							8	8													8	8			48	
	Patients Seen					3	6							8	8													7	9			41	
	No Shows					1	0							2	1													3	1			8	
	Patient Cancellations					0	0							0	1													2	1			4	
	Clinic Cancellations					2	1							0	0													0	0			3	
	Pts. Per Available Hour					0.4	0.8							1.0	1.0												0.9	1.1			0.9		
	No Show Rate					17%	0%							20%	10%												25%	9%			14%		
	Patient Cancel Rate					0%	0%							0%	10%												17%	9%			7%		
Clinic Cancel Rate					33%	14%							0%	0%												0%	0%			5%			
Justin Cameron, PA	Patient Hours Available					8	8	8				8	8	8	8											8	8	8	0				96
	Patients Seen					6	6	6				5	6	6	6											7	2	5	0				67
	No Shows					1	3	1				3	2	1	3											2	1	1	0				19
	Patient Cancellations					0	1	3				1	2	0	0											2	0	1	0				12
	Clinic Cancellations					0	0	0				0	0	0	0											0	0	0	1				2
	Pts. Per Available Hour					0.8	0.8	0.8				0.6	0.8	0.8	0.8											0.6	0.9					0.7	
	No Show Rate					14%	30%	10%				33%	20%	14%	33%											0%	13%					19%	
	Patient Cancel Rate					0%	10%	30%				11%	20%	0%	0%											25%	0%					12%	
Clinic Cancel Rate					0%	0%	0%				0%	0%	0%	0%											13%	0%					2%		
Occ. Health	Measure	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total
MA Chargeable Visit	Patients Seen			1		2	0	3			3	2	7	1	1				1	4	3	3	1			0	3	3	3	1		2	44
IMC TOTALS	Patient Hours Available			22.5		24	24	16			24	24	32	32	16				16	16	19.5	24	16			24	24	30	32	8		16	440
	Patients Seen			18		14	14	12			18	27	23	28	14				18	13	18	23	8			16	22	22	31	9		13	361
	No Shows			6		1	5	1			8	4	6	7	4				1	0	4	1	1			5	2	3	8	1		4	72
	Patient Cancellations			0		2	1	3			1	1	3	0	1				2	1	0	8	0			0	5	0	4	1		1	34
	Clinic Cancellations			0		0	2	1			0	0	0	0	0				0	0	0	1	0			1	0	0	0			0	6
	Pts. Per Available Hour			0.8		0.6	0.6	0.8			0.8	1.1	0.7	0.9	0.9				1.1	0.8	0.9	1.0	0.5			0.7	0.9	0.7	1.0	1.1		0.8	0.8
	No Show Rate			25%		6%	23%	6%			30%	13%	19%	20%	21%				5%	0%	18%	3%	11%			23%	7%	12%	19%	8%		22%	15%
	Patient Cancel Rate			0%		12%	5%	18%			4%	3%	9%	0%	5%				10%	7%	0%	24%	0%			0%	17%	0%	9%	8%		6%	7%
Clinic Cancel Rate			0%		0%	9%	6%			0%	0%	0%	0%	0%				0%	0%	0%	3%	0%			5%	0%	0%	0%	8%		0%	1%	

MORROW COUNTY HEALTH DISTRICT
MORROW COUNTY, OREGON

A RESOLUTION OF THE MORROW COUNTY) RESOLUTION
HEALTH DISTRICT RELATING TO) NO. 146-0823
AUTHORIZATION OF PERSONS ALLOWED TO)
SIGN DISTRICT CHECKS AND VOUCHERS)

WHEREAS, the need has arisen to change the authorized signers on all district checking and savings accounts;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE MORROW COUNTY HEALTH DISTRICT:

1. One of the following five person's signatures must appear on all District checks and vouchers:

Diane Kilkenny, Vice Chairman of the Board

Emily Roberts, Chief Executive Officer

Nicole Mahoney, Chief Operating Officer

Samantha Van Laer, Chief Clinical Officer

2. Effective as of the day of signing, all previous authorizations regarding the signing of District checks and vouchers are withdrawn.

PASSED BY A VOTE OF THE BOARD on the 28th day of August, 2023.

Marie Shimer
Board Chair

Diane Kilkenny
Board Vice Chair

Emily Roberts

From: Jim R. Chesemore <jrchesemore@psfinc.com>
Sent: Thursday, August 24, 2023 6:26 AM
To: Nicole Mahoney; Emily Roberts
Cc: Jim R. Chesemore
Subject: CHI - Optima Insurance renewal - Pioneer - 2023
Attachments: OHI-Terrorism Coverage Selection Form 2023.pdf; 2023-24 Fee Agreement for Standard Service - Pioneer Memorial.dotx

***** CAUTION! This email came from outside the Morrow County Health District network. Do not open attachments or click links if you do not recognize the sender. *****

Good morning. Here is the proposal from CHI/Optima. Let me know if you want to get on a zoom call to review.

Here is an overview of their renewal proposal. The combined renewal premium (Med Mal, General Liability, D&O and Employment Practices Liability) is **\$79,932**, compared to the annualized prior year of \$74,984*. **Annualized – EPL and D&O were short term policies last year.*

The primary reason for the increase in premium is the step increases for the claims made maturity for EPL and D&O. Reminder: Claims-made policies are designed to increase or “step up” your premium in planned increments each year over a 4 to 5-year period. Each year, the step factor decreases until premiums are fully mature. In general, Claims-made step-up rates are based on the expanding length of coverage time, and the insurance company’s increased exposure to losses over that period.

There are two attached items. First is the Terrorism/TRIA form that needs to be completed. Accept or reject terrorism – sign/date and return. Add 1% to the med mal premium below to obtain coverage for losses resulting from Federally Certified Acts of Terrorism.

Second is our fee agreement. Our broker consulting fee remains the same as last year. Please review, sign/date and return.

Let me know if you would like to meet or if you are good to bind coverage.

Thanks!

Jim

HEALTHCARE ENTITY INTEGRATED LIABILITY QUOTE Prepared for Parker, Smith and Feek, Inc.

FIRST NAMED INSURED: Morrow County Health District dba: Pioneer Memorial Hospital POLICY
TERM: October 1, 2023 – October 1, 2024
CARRIER: Oregon Healthcare Insurance Company, A Risk Retention Group

COVERAGE FORM: Claims made & reported QUOTE
 VALID THROUGH: September 30, 2023
 BROKER COMMISSION: Net of Commission

HEALTHCARE ENTITY PROFESSIONAL & GENERAL LIABILITY

Limit(s) of Liability: \$5,000,000 each Claim / \$15,000,000 Aggregate
 Retroactive Date: October 01, 2003

	Self-Insured Retention (SIR)	Premium*
<i>Expiring</i>	\$0 SIR	\$42,852
Option 1	\$0 SIR	\$42,936

*Add 1% to obtain coverage for losses resulting from Federally Certified Acts of Terrorism

COVERAGE NOTES

- SIR applies to each Claim and is applicable to indemnity and defense expenses.
- Defense expenses are within the Limit of Liability.
- Fungal Pathogens - \$1,000,000 sub-limit; \$0 SIR.
- Asbestos - \$500,000 sub-limit; \$0 SIR.
- No sub-limits for sexual misconduct liability per the terms and conditions of the policy
- All sub-limits are included within the Limit of Liability.
- Carrier has the duty to defend covered claims.

CONTINGENCIES

- Completion of Policyholder Disclosure – Notice of Terrorism Election Insurance Coverage form.

**HEALTHCARE ENTITY INTEGRATED LIABILITY QUOTE
 Prepared for Parker, Smith and Feek, Inc.**

FIRST NAMED INSURED: Morrow County Health District dba: Pioneer Memorial Hospital POLICY
 TERM: October 1, 2023 – October 1, 2024
 CARRIER: Oregon Healthcare Insurance Company, A Risk Retention Group
 COVERAGE FORM: Claims made & reported QUOTE
 VALID THROUGH: September 30, 2023
 BROKER COMMISSION: Net of Commission

EMPLOYMENT PRACTICES LIABILITY

Limit of Liability: \$2,000,000 each Claim / \$2,000,000 Aggregate
 Retroactive Date: January 01, 2023

	Self-Insured Retention (SIR)	Premium
Renewal	\$5,000	\$27,612

COVERAGE NOTES

- Premium subject to step-up increases each year until fully mature (4- 5th year).
- Sub-limit of Liability is shared with Healthcare Entity Professional & General Liability

- SIR applies to each Claim and is applicable to indemnity and defense expenses
- SIR is within the Limit of Liability
- Defense expenses are within the Limit of Liability
- Carrier has the duty to defend covered claims
- Coverage does not apply to alleged violation of any wage and hour laws

CONTINGENCIES

- None

HEALTHCARE ENTITY INTEGRATED LIABILITY QUOTE
Prepared for Parker, Smith and Feek, Inc.

FIRST NAMED INSURED: Morrow County Health District dba: Pioneer Memorial Hospital
 POLICY TERM: October 1, 2023 – October 1, 2024
 CARRIER: Oregon Healthcare Insurance Company, A Risk Retention Group
 COVERAGE FORM: Claims made & reported
 QUOTE VALID THROUGH: September 30, 2023
 BROKER COMMISSION: Net of Commission

DIRECTORS & OFFICERS AND ORGANIZATION LIABILITY

Limit of Liability:	\$	3,000,000	Aggregate
Sub-Limits:	\$	3,000,000	Antitrust Claims
	\$	250,000	Clinical Trial Claims
	\$	250,000	Derivative Investigation Costs
	\$	250,000	EMTALA Claims
	\$	1,000,000	FCA Regulatory Claims
	\$	50,000	HIPAA Claims
	\$	50,000	Special Event Management Costs
	\$	150,000	Tax Claims
Additional Limits of Liability:	\$	N/A	Insured Persons
	\$	N/A	Defense Costs
Self-Insured Retention (SIR):	\$	0	each Claim under Insuring Clause A
	\$	5,000	each Claim under Insuring Clauses B or C
	\$	5,000	each Antitrust Claim under Insuring Clauses B or C
	\$	250,000	each Clinical Trial Claim under Insuring Clauses B or C
	\$	1,000,000	each FCA Regulatory Claim under Insuring Clause D
Co-Insurance (Insured's Responsibility):		10%	each Antitrust Claim
		50%	each FCA Regulatory Claim
Retroactive Date:		January 01, 2023	
Renewal Premium:	\$	9,384	

COVERAGE NOTES

- Premium subject to step-up increases each year until fully mature (5th year).
- Limit of Liability is separate from Healthcare Entity Professional & General Liability
- SIR applies to each Claim and is applicable to indemnity and defense expenses
- SIR is outside the Limit of Liability
- Defense expenses are within the Limit of Liability

- The sub-limits set forth above are included within the aggregate Limit of Liability
- Insureds have the duty to defend claims
- Carrier has the duty to reimburse the insured for costs to defend and settle covered claims

CONTINGENCIES

- None

CA License 0E76607

PARKER, SMITH & FEEK
An  Company

CA License 6006876

Direct: **425-709-3773** | Cell:

Toll Free: 800-457-0220 | Fax: 425-709-7460

e: **jrchesemore@psfinc.com**

2233 112th Avenue NE, Bellevue, WA 98004

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APPOINTMENT TO THE MEDICAL STAFF

NAME IN FULL: William Everts

DATE: 08/23/2023

OFFICE ADDRESS: 564 E. Pioneer Drive Heppner Oregon 97836

TELEPHONE: 541-676-9133

RESIDENCE ADDRESS: [REDACTED]

TELEPHONE: [REDACTED]

PRIVILEGES DESIRED: Emergency/Hospital

IN APPLYING FOR APPOINTMENT TO THE MEDICAL STAFF OF MORROW COUNTY HEALTH DISTRICT, I AGREE TO ABIDE BY IT'S BYLAWS AND BY SUCH RULES AND REGULATIONS AS IT MAY FROM TIME TO TIME ENACT. MOREOVER, I SPECIFICALLY PLEDGE THAT I WILL NOT RECEIVE FROM, OR PAY TO, ANOTHER PHYSICIAN EITHER DIRECTLY OR INDIRECTLY ANY PART OF A FEE RECEIVED FOR PROFESSIONAL SERVICES.

WC Everts 8/23/2023
APPLICANT SIGNATURE DATE

CHIEF OF STAFF SIGNATURE DATE

BOARD CHAIR SIGNATURE DATE

APPOINTMENT RECOMMENDED:

APPOINTMENT NOT RECOMMENDED:

APPOINTMENT DEFERRED:

Pioneer Memorial Hospital & Nursing Facility	Pioneer Memorial Home Health & Hospice	Pioneer Memorial Clinic	Irrigon Medical Clinic	Ione Community Clinic	Morrow County Ambulance
P – (541) 676-9133	P – (541) 676-2946	P – (541) 676-5504	P – (541) 922-5880	P – (541) 422-7128	P – (541) 676-9133
F – (541) 676-2901	F – (541) 676-9017	F – (541) 676-9025	F – (541) 922-5881	F – (541) 422-7145	F – (541) 676-2901
TDD – (541) 676-2908					



In the spirit of acknowledging and celebrating the hard work of all District personnel, the District's leadership team wishes to present to the Morrow County Health District Board of Directors these highlights of the District's FY 2022-23 accomplishments.

In May of 2023, the board approved a new strategic plan with refreshed mission, vision, and values.

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 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

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

Quality 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

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

Financial Responsibility being good stewards of public funds; considering always whether expenditures are in the best interests of patients and the community; ensuring financial sustainability for the future

Clinical Services & District Operations



Boardman Immediate Care (BIC) opened as a mobile health clinic in October of 2022. This was truly a group effort involving nearly every department at the District. With the opening of BIC, the District welcomed two new providers; Dr. Lary Stieglitz and nurse practitioner Jennifer Barden. Since opening, BIC has provided services every day of the year with the exception of Christmas and Thanksgiving. The District's strategic plan includes the renovation of the existing building in Boardman to house BIC.

Pioneer Memorial Clinic (PMC) welcomed three new providers; Dr. Rodney Schaffer, Physician Assistant Amanda Roy, and Licensed Clinical Social Worker Rebecca Humphreys.

Irrigon Medical Clinic (IMC) welcomed two new providers; Physician Assistant Justin Cameron and Licensed Clinical Social Worker Terri Dickens.

A remote scribe service was initiated to reduce the documentation burden for clinic providers.

Provider charge dropping was implemented at all clinics, which eliminated a resource-intensive workflow.

Pioneer Memorial Clinic implemented lab collection / blood draws from the clinic.

Ione Community Clinic added an additional day each week for medical appointments.

An ADA accessible ramp was added to the rear entrance of Pioneer Memorial Clinic to improve infection control capabilities during COVID.

Ione Community Clinic, Irrigon Medical Clinic, and Pioneer Memorial Clinic all achieved Tier IV Patient Centered Primary Care Home (PCPCH) status.





Outpatient lab hours were expanded at Pioneer Memorial Hospital to better meet the needs of fasting patients. (7 a.m. – 5:30 p.m.)

Access controls were updated and new security cameras were installed districtwide.

New fiber connections were installed at various District locations and a backup internet service was retained to prevent downtime due to service interruptions.

A new electronic medical record (Thrive) was implemented districtwide.

The new electronic medical record has improved workflows for releases of information, which allows more timely access to records for both patients and providers.

The staffing model in the emergency department changed so providers are dedicated separately to the emergency department and the clinic, which reduced patient wait times and clinic appointment cancellations.

The District hired six additional EMS staff in Irrigon and converted from an on-call EMS model to a fully staffed model for Irrigon.

The EMS program aligned treatment protocols with regional EMS partners.

AED and mock code training was enhanced to include clinics and home health and hospice.

The emergency department implemented patient follow-up phone calls as a partnership between nursing and EMS staff.

Pioneer Memorial Hospital received a three-year recertification of its trauma program.

Pioneer Memorial Hospital implemented a new contract with OHSU for tele-stroke services.

Automated reports distribution was implemented in radiology, which improved timely provider and patient access to radiology reports.

An agreement was implemented with Central Oregon Radiology Associates, which improved turnaround time for reading of images by a radiologist.

The human resources department welcomed 70 new employees during the fiscal year and a new process was developed and implemented for new hire orientation, which has significantly improved the onboarding process.

The days in accounts receivable (days in AR) was under 65 for the entire fiscal year.

The billing for home health and hospice was transitioned to electronic billing, which significantly reduced the turnaround time on payments.

The maintenance department assisted with a remodel and office setup of the annex to create administrative offices and free up clinical space in the hospital.

A new dryer was installed in the hospital for environmental services.

Central supply converted from manual inventory tracking to electronic ordering and tracking.

The dietary department implemented a 5-week menu program with customizable recipes for dietary restrictions. The new menus have been very well received by staff and patients.

All marketing and design activities were moved fully in-house.

Personnel



Four home health employees received awards from the Oregon Association for Home Care. Jackie Alleman was awarded Volunteer of the Year, Jerry Conklin was awarded Chaplain of the Year, Katilyn Zinter was awarded Home Health Aide of the Year, and Molly Rhea received the Hope Runnel's Award for outstanding leadership, service, and achievement as a pioneer in furthering the scope of home health services in Oregon!

Paola Macias Flores and Nathalie Campos became certified healthcare interpreters.

Katelin Tellechea became a Certified Rural Health Clinic Professional.

Jodi Ferguson became an Emergency Medical Technician (EMT).

MacyPearl Morgan became a registered nurse.

Tonja Lemmon completed OHA Assister and Hospital Presumptive Eligibility training.

Danial Ficek completed the Certified Dietary Manager, Certified Food Protection Professional certification.

Community

Irrigon Medical Clinic won first place in the 2022 Watermelon Festival parade.

Hospice provided a 13-week Grief Share program free to the community.

Free monthly foot care clinics were offered at home health and hospice.

District staff enjoyed participating in a variety of community events, including:

- Morrow County Fair & Rodeo
- Heppner's St. Patrick's Day Festival
- Lone's and Boardman's Fourth of July Parades
- Boardman's Community Night Out
- Lone Community School's Cinco de Mayo Festival
- Lexington's May Day Parade
- Boardman's Harvest Festival
- Irrigon's Watermelon Festival
- Boardman's Children's Fair
- Lexington's Home Health & Hospice "Zinger" Fundraiser
- Heppner's Home Health & Hospice Shamrock Fundraiser

