

**Mission Statement**

Enriching lives through better health

**True North Statement**

To be the healthcare partner of choice for our community.

**Values**

- Compassion – Showing empathy and respect
- Integrity – Demonstrating moral and ethical principles
- Quality – Achieving the best possible outcome
- Safety – Committing to Safe Practices
- Teamwork – Caring for the success of the team

*This institution is an equal opportunity provider*

**HARNEY COUNTY HEALTH DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
Wednesday February 5, 2025**

**JOIN VIA ZOOM: E-Mail invitation, with instructions & links**

**HCHD Board Members Present:** Sharon Davis, Julie Riel, Kara Bowen, Kathy Cook, Shana Withee,  
**HCHD Board Members Present VIA Zoom:** Debbie Bentz, Jolene Cawlfild  
**HCHD Staff Present:** Bob Gomes, Catherine White, Dr. Linda Selby, Elaine Wulff, Jen Hoke, Samantha Yarbrough, Erik Olson, Karen Reed,  
**Visitors Present:** Amy Paul

Sharon Davis, called the meeting to order at 5:30 pm.

**Agenda Additions / Changes:**

- No changes or additions to the agenda.

**Adjourn to Executive Session: Per: ORS 192.660(2)(c), ORS Id and ORS 441.055, Public hospital Medical Staff, (credentialing) at 5:31 pm. (Complete, credentialing folders available during meeting for Board to review)**

**Reconvene from Executive Session at 5:35 pm.**

**ACTION ITEM: Approval of Board Meeting Minutes of January 8, 2025**

*Kara Bowen moved to approve the Board Meeting Minutes of January 8, 2025 with corrections as stated. Jolene Cawlfild seconded and motion passed seven to zero.*

**ACTION ITEM: Re-Appointments:**

*Kara Bowen moved to approve the re-appointments, as recommended by Medical Staff of Dana Mann, MD, Radiology (CORA), Steven Plimpton, MD, Radiology (CORA), John Stassen, MD, Radiology (CORA), Daymen Tuscano, MD, Radiology (CORA) and Cornelius Peeples, MD, Emergency Medicine. Debbie Bentz seconded and motion passed seven to zero.*

**ACTION ITEM: Initial Appointment:**

*Kara Bowen moved to approve the initial appointment, as recommended by Medical Staff of Ngocthuuy Hughes, DO, Surgery. Kathy Cook seconded and motion passed seven to zero.*

**Public Comment for Agenda Items:**

- None

**Safety & Quality Committee Report:**

- Patient Safety & Quality Committee Charter *(approved Jan. 8, 2025 – shows completed changes)*
- 2024 (CY) Grievance Response Report:
- Internal Audit 2024:

**ACTION ITEM: Harney County Health District Social Drivers of Health Equity – 2025 Steering Committee Annual Plan/Charter:**

*Shana Withee moved to approve the Harney County Health District social Drivers of Health Equity, 2025 Steering Committee Annual Plan/Charter as presented. Debbie Bentz seconded and motion passed seven to zero*

**Presentation / Board Development / Education:**

- FY 2026 Draft Strategic Plan Overview – Bob Gomes:

**ACTION ITEM: FY 2026 Strategic Plan:**

*Shana Withee moved to approve the FY 2026 Strategic Plan as presented. Kara Bowen seconded and motion passed seven to zero.*

**Review/Discussion:**

**Administrative Report:**

- ✓ Community Health Needs Assessment Progress Report, February 2025:

**Governance Committee Report:**

- No Additions to written report.

**ACTION ITEM: Board Policy, 100.010, “Membership on the Board of Directors”:**

*Kara Bowen moved to approve board policy 100.010, “Membership on the Board of Directors” as presented with red line revisions. Shana Withee seconded and motion passed seven to zero.*

**ACTION ITEM: Board Policy, 100.020, “New Board Member Orientation”:**

*Kara Bowen moved to approve board policy 100.020, “New Board Member Orientation” as presented with red line revisions. Jolene Cawfield seconded and motion passed seven to zero.*

**ACTION ITEM: Board Policy, 100.030, “Code of Conduct”:**

*Debbie Bentz moved to approve board policy 100.030, “Code of Conduct” as presented. Kara Bowen seconded and motion passed seven to zero.*

**ACTION ITEM: Board Policy, 100.055, “Duties of Board Members”:**

*Kara Bowen moved to approve board policy 100.055, “Duties of Board Members” as presented. Shana Withee seconded and motion passed seven to zero.*

**ACTION ITEM: Board Policy, 100.105, “Board Vacancies”:**

*Kara Bowen moved to approve board policy 100.105, “Board Vacancies” as presented with red line revisions. Julie Riel seconded and motion passed seven to zero.*

**ACTION ITEM: Board Policy, 100.145, “Overview of CEO Role”:**

*Kara Bowen moved to approve board policy 100.145, “Overview of CEO role” as presented with red line revisions. Kathy Cook seconded and motion passed seven to zero.*

**ACTION ITEM: Board Policy, 100.160, "Emergency CEO Succession":**

*Kara Bowen moved to approve board policy 100.160, "Emergency CEO Succession" as presented with red line revisions. Julie Riel seconded and motion passed seven to zero.*

**ACTION ITEM: Board Policy, 100.170, "Adoption, Amendment and Repeal of Policies and Other Regulations":**

*Kara Bowen moved to approve board policy 100.170, "Adoption, Amendment and Repeal of Policies and Other Regulations" as presented. Debbie Bentz seconded and motion passed seven to zero.*

**ACTION ITEM: CEO Evaluation Process:**

*Kara Bowen moved to approve the CEO Evaluation Process. Debbie Bentz seconded and motion passed seven to zero.*

**ACTION ITEM: CEO Evaluation:**

*Shana Withee moved to approve CEO Evaluation. Kara Bowen seconded and motion passed seven to zero.*

**Finance Committee Report:**

- No additions to the written report.

**Old Business:**

- None

**New Business:**

**ACTION ITEM: Compliance Officer Designation Letter:**

*Kara Bowen moved that the Board appoint Karen Reed as our Compliance Officer. Shana Withee seconded and motion passed seven to zero.*

**Board members up for re-election**

- ✓ Shana Withee, Position 1
- ✓ Jolene Cawlfeld, Position 2
- ✓ Julie Riel, Position 5
- ✓ Sharon Davis, Position 7

**Public Comment for non-Agenda items:**

**The Board adjourned at 7:05 pm.**

Respectfully Submitted,

Jolene Cawlfeld, Board Secretary

**Next Board Meeting: Wednesday March 5, 2025 @ 5:30 pm**