

**WHITE RIVER HEALTH DISTRICT
1605 GEORGE JACKSON RD., MAUPIN, OR
DESCHUTES RIM CLINIC FOUNDATION (Steering Committee Meeting via ZOOM)
April 20, 2021
MEETING MINUTES**

BOARD MEMBERS PRESENT: Sue Knapp, Andrew Houck

BOARD MEMBERS ABSENT: Brian Manning, Jim Holycross, Dennis Beechler

STEERING COMMITTEE: Karletta Carrithers, Merle Hlvaka, Bill Aarnio

Westby Associates, Inc: Beth Ernst, Michael Wilson

GUESTS: Kathryn Mahler Doan

DRHC:

I. CLINIC BUSINESS UPDATE AND NEW BUSINESS:

- Update from Kathryn: Next Friday, MCMC will do a walk through of the clinic; the local dentist resident will also do a walk through. Outreach to the community on vaccinations has been successful. Clinic staff are working on the RHC Policy manual.
- Update from Sue: The clinic website is still down. We are still recruiting for an LCSW and Dentist. Three candidates applied for 3 Board positions (Sue, Jim, Andrew).

II. FOUNDATION UPDATE:

- Financials:
 - The Box.com expense will be eliminated as it is not used; but there is an issue with the name on the account (Sharon's) and our ability to terminate the account. Account balance at One Community Bank as of March 31st is \$801,589.
- Pledges: Several of the pledges are now deemed 'uncollectable'; we will no longer try to secure these funds.
- USDA Loan: Explanation by Kathryn as to why it is taking so long to complete the application process. At the beginning of the year, new guidelines were issued that required a bona fide proforma budget. Kathryn has worked on it but a CPA needs to review it. Kris Pedro stated it will take 6 weeks to review the full application; she has been sending information to USDA all along.
Feasibility Study - Sue questioned whether Westby's internal 'financial pie chart' should remain in the feasibility report. Westby team concurred it was appropriate if it is to guide application for funding.
- Ground-Breaking: The date is now set for July 10th, given the delay in proforma completion. Kathryn indicated the remaining information would be completed by the end of April. Pepsi Co. stated an application is required to request any type of sponsorship (pepsi drinks). Need to acquire a list of the clinic's vendors to tap into them for sponsorships. A list of invitees is being developed.
- Grants: Beth is preparing the paperwork for applications to Ford Family Foundation and Collins Foundation. We will need information from the clinic in advance (May 1st). We cannot apply to Ford (or Collins) until approval on the USDA loan has been received. Ford is changing their emphasis and grant amounts; however, Beth's conversations with them indicate that a \$250k request is still OK. We need to stay in touch with them as the situation could change. Beth also identified another foundation (Hedco Foundation) wherein the application is by 'invite' only.

We have been invited. The \$80k grant would need to fund a particular item that is part of the building. Once the budget is received from R&H, we can identify that item.

- Fundraising: Maupin Daze is May 15th and would be a good opportunity to do some 'soft' marketing'. Hard fundraising should wait until after the ground-breaking.
- Marketing: Michael advised that we keep proactive in our communications with Rep Bonham to keep him apprised of building status. He could be an advocate for us in Salem. We are working on a 'save the date' postcard and a photo galley will be added to the website.
- Operational Update: Cannot prepare a Foundation budget until we receive the bid from R&H.

III. WESTBY ASSOCIATES: Discussion on the request for federal funding via the FY 2022 Community Project Funding opportunity, in which Sen Bentz would make a final selection. Request is for \$1.3M (earmarked appropriations). Our application will get us on the federal radar. We are working through the application process.

IV. PUBLIC COMMENT: None.

MEETING ADJOURNED. NEXT MEETING IS **MAY 18, AT 11:00AM**:

Respectfully submitted:
Sue Knapp