

**WHITE RIVER HEALTH DISTRICT**  
**1605 GEORGE JACKSON RD., MAUPIN, OR**  
**DRC FOUNDATION COMMITTEE MEETING**  
**APRIL 19, 2022**  
**MEETING MINUTES**

(MEETING WAS HELD VIA ZOOM VIDEO PLATFORM)

*BOARD MEMBERS PRESENT:* Sue Knapp, Julie Whetzel

*BOARD MEMBERS ABSENT:* Laura Taylor, Andrew Houck

*STEERING COMMITTEE MEMBERS:* Jim Holycross, Dennis Beechler

*WESTBY ASSOCIATES:* Beth Ernst, Mike Westby

*GUESTS:*

*DRHC:*

**I. CALL TO ORDER:**

The meeting was called to order at 8:32 by the Chair, Sue Knapp.

**II. INTRODUCTION OF PARTICIPANTS:** Participants on the call were identified.

**III. CLINIC BUSINESS UPDATE:**

- Community Outreach: A new logo for the clinic is currently under development. Drafts of several possible logos have been reviewed by clinic staff and some board members. Clinic staff will make a final determination and implement the new logo soon. The Clinic will host an information booth at Maupin Daze on May 21. Clinic staff will be there to show a positive presence, answer questions and hand out swag.
- Partnerships Update: South Wasco Alliance is initiating a Health and Wellness Council, beginning in June. The Council will meet quarterly to connect local partners (including DRHC) to exchange information and strengthen connections among Health and Wellness-related organizations in South Wasco Co. SWA received a grant from Pacific Source to help create and strengthen partnerships to improve access to healthy food and nutrition, so it's a natural fit for us to work with them to improve whole health access for area patients and residents. Sue also continues to increase her involvement with MCMC as a member of their Board of Trustees. MCMC is currently evaluating applications for an equity partner (Quorum, Multicare and Adventist Health are among the possibilities). Once they find one, that may have positive implications for our partnership with MCMC. MCMC is unable to provide much assistance to us in recruiting a full-time FNP at this time, as they have many unfilled positions of their own, but as we are all seeking the same thing perhaps a candidate that MCMC feels would be a better fit for DRHC than MCMC may be identified and shared.
- Operational Update: We have a locum tenens provider a few days a week until July. We do have a possible candidate that has expressed interest in coming out in May to visit the clinic, possibly for the First Look event. Mike Pendleton is overseeing internal medicine residents seeking experience in a rural setting on rotations a few days a month through June. Ron Selis has recruited a couple of newly minted dentists who have ties to Maupin and are interested in taking on the dental clinic full time.
- Board/Steering Committee Updates: Still actively looking for a fifth Board Member. There are a couple of people that have expressed interest but haven't yet submitted an application.

**VI. FOUNDATION:**

- Review March meeting minutes: Still under development (Sue took the notes and will need to find time to complete the minutes)

- Financials and FY 22-23 Budget: Cash flow is getting tight. We only have approx \$600,000 at this time. Grants and federal funds (see below) will help, but as of now it appears we will be a little short, mainly due to the timing of construction vs when we can anticipate a grant being funded. Next year's clinic budget is currently in development and the budget committee will have its first meeting later this week. The Foundation budget is also in development.

- Federal Funding: (Congressionally Directed Spending). We have received notification that we were selected to receive the funds, but we must submit a new second round application to actually receive the awarded funds for expenses incurred from July 2022 onward (which could include work done in June and paid for in July). In theory, this was presented as less intensive as the first round application, but that's in the eye of the beholder. Sue attended a webinar to go over the application process, procedures, and deadline(s). This new application is due May 5. The online application process and documents needed are not user friendly and somewhat challenging to navigate, but Sue is tackling it with Beth's help. One thing that has been clarified for us is that we must spend any funds received on projects that were identified in the original application. This means that we are not able to direct funds toward the remodel of the old clinic building. We can, however, request approval to receive funds incurred 90 days prior to the date we receive the awarded funding (likely July) that will comprise the remainder of what we were originally awarded (\$1.3M). Dan Mahr, staff member for Jeff Merkley, thinks we're doing well in the application process and has stated that he will go to bat with HRSA for us to ensure that we do get approval to use the remainder of our awarded funds to cover expenses for the full 90 days prior to official award date

- Grants Update: Sue and Beth updated the group on the status of the following grants:

- Murdock: The second round application questions have been finished and were submitted on April 16. Sue, Beth, and Kathryn updated financials and narratives and answered a host of clarification questions. Our site visit will be in-person with Dr. Moses Lee on June 16. Dr Lee will ask lots of questions. Mike and Beth will help us prepare for that.

- Charis: we are applying for \$8500 to cover dental lighting

- Ford Foundation: The application is in, and our site visit (via Zoom) on March 7 went well. We are asking for \$500K, but likely won't get any more than \$250K. The foundation sent us some post-visit followup questions which are being worked on by Sue.

- Collins: We have a site visit (via Zoom) scheduled for May 2 with their rep, Candy Solovjovs. She will be sending us some pre-visit questions to focus the discussion. At this time, Collins has limited the grant request to \$100K (we were desiring a \$150k grant).

- Storms: declined to fund. We have requested \$15,000.

- HedCo: we need to submit the invoices/receipts/proof of payment in order to receive the \$39K for trusses. They ask that we use their grant as a match

- BNSF: beginning research toward this

- City of Maupin: Sue will appeal at the March council meeting, requesting that the city offset the cost of dirt and debris removal from the lot (cleanup of city-dumped material totaled \$21K in costs)

- City of Maupin: we received a \$1000 grant from the city for purchase of dental equipment

- Wasco Electric: will apply for \$2500 (their max) next month

- Rose E Tucker: will apply next month; Beth will initiate the application

- Wasco county: there are still a couple of paperwork/bureaucratic details to be completed, but it's in the works. We anticipate that we will be receiving a check for \$50K that will be

made out to White River Health District; these funds will be transferred to the Foundation's account.

•Donors and other funding approaches: No new donations since last-month's update. We will send out a mid-year update and appeal letter to donors at the end of June. Sue has set up a savings account at Rivermark for donations. A Paypal business account is in progress, which will allow donors to easily set up a monthly automatic sustaining payment. Sue has purchased a Clover device to allow us to process credit card donations at our upcoming May 7 event and any other events in the future. Amazon Smile and Go Fund Me accounts are still active, and could possibly use more promotion.

•Loan update: We have \$250K left in the current \$1.5M loan. We can ask for and receive additional funds if absolutely necessary, but are trying to avoid that as much as possible.

•Cash Flow: will be tight in July and maybe sooner. There are lots of upcoming construction costs in May and June.

•Construction: the new Clinic building's exterior is pretty much complete, just a few finishing touches remain. The bulk of the work remaining is on the interior. Insulation is done, and drywall is going in. By the time of our May 7 event walls should be in and hopefully some lighting. The ceilings had to be lowered a bit to make space for all the necessary piping. The dental office will be prepped for later installation of FFE as grants come in. We expect that the dental practice will not move into the new building for some time after the medical side is up and running, due to the expected funding dates of grants that are in progress. We have a landscape plan that was done pro bono. The landscape plan is a bit more elaborate than we can sustain, but it gives us an excellent starting point. We need to retain a landscaper to actually do it. No irrigation will be installed by the contractors, so we will set up a drip system off the faucet with a timer. Overall, construction is on-schedule and we expect it to be complete by mid-July.

•Fundraising Opportunities/2022 Event Planning: Julie and Sue gave a quick overview of how the May 7 "First Look" Event will go. Invitations to all South Wasco residents were mailed out earlier in the month. All foundation members are encouraged to send follow-up emails with personal invites to select donors. MCMC will be represented on May 7; they haven't yet responded to a request for sponsorship. Mike Westby is going to be meeting with MCMC tomorrow, and will encourage them to purchase some FFE or otherwise sponsor. Julie will send Mike a copy of the FFE posters to assist this. R&H also have not yet responded to a sponsorship request, but Pinnacle has committed to being a sponsor (\$100). There was discussion on how to use the matching grants from Reser and HedCo to incentivize donations. We will continue to explore Naming Opportunities and focus on soliciting and revealing those prior to/at the future Ribbon-Cutting Event in late fall.

•Marketing: See above

• Existing Clinic Building Repurposing: Sue has the name of a structural engineer to examine the existing clinic building and assess its condition (foundation, load-bearing structures, etc). The meeting on March 30 to discuss the building's future uses was productive and Mike Westby was very helpful in leading the discussion. We have good ideas to work with and examine further.

•Support and Assistance/Opportunities to Engage: Lyn Ihlinger, retired landscape designer, did a beautiful design for the exterior. He did this pro bono and we appreciate his services.

• Communications and Outreach: Sue will be visiting with the Deschutes Club in May; they are interested in making a donation toward the Foundation/new clinic.

**V. WESTBY ASSOCIATES:**

Workplan: see items previously discussed in Grants, Fundraising, Event Planning and Marketing. Beth, Mike, and Kelsey will assist with all of those. Mike will work with MCMC to incentivize donations. He also suggests that we should work on a state request for funding to repurpose the old building. The OR legislature session is in February. Westby Assoc. could help us put together a plan & budget to submit to the legislature for consideration. We could include a request for funds for landscaping for both clinic buildings as part of this request. Mike suggests that we can also use CDS funds toward landscaping the new building, too. Westby Assoc. will help us pursue opportunities to use momentum generated on May 7 to continue fundraising through the future. We will likely need to show the legislature that we continue to have high community support for repurposing the old building (especially between next February and June). This discussion will be continued in May.

**VI: ADDITIONAL COMMENTS:** None

**VIII: ADJOURNMENT:** The meeting was adjourned at 9:59 am. The next DRCF Steering Committee meeting will be May 17; the regular DRHC Board meeting will be on May 25.

ATTESTATION:

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Sue Knapp, Board Chair

Attest:

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Julie Whetzel , Board Secretary