

Sherman County Health District  
Board of Directors Meeting Minutes

Regular Board Meeting

August 10, 2023  
Moro, Oregon

**Present:**

**Board Members:** President Bert Perisho, Vice President Jayme Mason, Director Janice Strand (absent), Director Mike McArthur (absent), Director Linda Cornie

**Staff:** Caitlin Blagg, District Administrator

**Visitor:**

**Call to Order:** President Perisho called the meeting to order at 5:40 p.m.

**Visitor's comments on agenda items (Discussion to be regarding agenda items only):**

**Consent Items**

- A. **REGULAR MEETING MINUTES:** After reviewing the minutes from the July 13th, 2023, Regular Board meeting, **Director Cornie made a motion to accept the minutes as written. Vice President Mason seconded. No discussion. Motion carried (unanimous).**
  
- B. **FINANCIAL REPORT:** Handed out was a financial report put together by District Administrator Blagg stating the District's cash on hand as of the end of July 2023 was \$385,895.29. Also presented was a Profit & Loss statement as of July 2023 and year-to-date budget vs actual report. The check register for July 2023 was gone over to explain some of the different costs. **Vice President Mason made a motion to accept the financial report for July 2023. Director Cornie seconded. No discussion. Motion carried (unanimous).**
  
- C. **PATIENT REPORT:** The patient report for July 2023 was given to the Board members for review. The average provider patient per day number was 8.33 and average number of Medical Assistant visits per day was 4.58. These nursing visits were only the visits that were scheduled as a nursing visit; they do not include any 'add on labs' that clinicians might have requested as part of an office visit.  
The fiscal year ended with a total of 1429 office visits and 820 MA visits.

**PA-C & Administration Report**

- A. **Caitlin Blagg, District Administrator:** District Administrator Blagg let the Board know Erin Haines has been giving more interviews about new dementia screening methods. She was on OPB earlier this week and an article was published in The Times Journal.

Ms. Blagg stated that the Clinic will have a table display at the fair with some swag items that will be replenished throughout the week.

## Old Business

- A. **COMMERCIAL LEASE AGREEMENT:** District Administrator Blagg presented a draft copy of a commercial lease agreement for apartments #1 and #2. Ms. Blagg found the average cost of rental office space in The Dalles to be \$13.68sq ft/yr. Ms. Blagg asked for clarification on a few items. After some discussion, changes were made to the draft and will be sent over to Center for Living for review. Ms. Blagg will bring any feedback received from CFL back to the Board at the next meeting.
- B. **UPSTARIS APARTMENTS:** Riverside Construction will be here in the next couple of weeks to begin work on the apartments. Paint color and flooring colors have been picked out and ordered. Once the construction part is finished, Ms. Blagg will get a professional cleaner to come in and deep clean the apartments.
- C. **SOLAR DEVELOPMENT DISCUSSION:** Ms. Blagg informed the board that she has been working with Mid-Columbia Economic Development District on pursuing the Solar + Storage project for the clinic. Three energy companies responded to the request for bids. Two declined immediately and one asked for more information. The one that responded said it was a project that needed a plan from an electrical engineer. After Ms. Blagg explained to MCEDD that we do not have a budget to hire an electrical engineer, she was informed that we could apply for a different kind of grant to hire an engineer and then go for the solar grand. Jacque Schei from MCEDD stated she would reach out to other contacts she had about the best way to move forward with this project. Ms. Blagg will wait to hear from her. The Board informed Ms. Blagg not to spend too much time pursuing this project and that she had done what they asked in looking into the project.

## New Business

- A. **FLU SHOT CLINIC:** Ms. Blagg is hoping to hold the Flu Shot Clinic on October 5<sup>th</sup>. She will keep the Board informed of the final decision.

## Good of the Order:

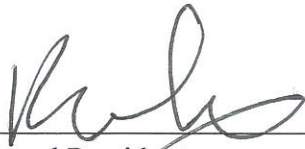
None

## Adjourn

**Director Cornie made a motion to adjourn the meeting. Vice President Mason seconded. The meeting was adjourned at 6:15 p.m.**

The next Board Meeting will be on Thursday, September 12<sup>th</sup>, 2023, at 5:30 pm, in the Administration Office.

Respectfully submitted,  
Caitlin Blagg  
District Administrator



Board President  
Bert Perisho



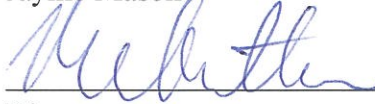
Director  
Janice Strand



Director  
Linda Cornie

via telephone

Vice-President  
Jayme Mason



Director  
Mike McArthur

9/14/2023

Date