

SHERMAN COUNTY HEALTH DISTRICT
Board of Directors Meeting
November 9th, 2023
Meeting Time: 5:30 PM
Meeting Pursuant to ORS 440

AGENDA ITEMS SUBJECT TO CHANGE

Call to order

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

Consent Items:

- A. Approval of the minutes from September 2023 Board Meeting
- B. Financial Report/ Payment of Bills for September and October 2023
- C. Patient Report for September and October 2023

PA & Administration Report

Old Business:

- A. Commercial Lease Agreement for Center for Living – Apartment #1 and #2
- B. Solar + Storage Grant

New Business

- A. Annual Rent Increase for 109 Scott Street
- B. Roof over Garage at 109 Scott Street
- C. 2023 Audit Review

Good of the Order

Adjournment

NEXT MEETING DATE THURSDAY, DECEMBER 14TH, 2023

Send minutes with Agenda

** If necessary, an Executive Session may be held pursuant to ORS 192.660(2): (a) Employment; (c) Medical; (d) Labor Negotiations; (e) Property; (f) Records Exempt by Law from Public Inspection; (h) Legal Rights; (i) Personnel

Link to join meeting via Microsoft Teams:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_YmRhNjMwZGYtYWVhMS00YmE2LTk4ZDUtMmVmNTNiNTdkNzEy%40thread.v2/0?context=%7b%22Tid%22%3a%22305d8b27-224a-478e-813d-0336f923605a%22%2c%22Oid%22%3a%22590ba976-21e2-421b-908c-0f9d352e75dc%22%7d

Sherman County Health District
Board of Directors Meeting Minutes

Regular Board Meeting

September 14, 2023
Moro, Oregon

Present:

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

Staff: Caitlin Blagg, District Administrator

Visitor:

Call to Order: President Perisho called the meeting to order at 5:30 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 August 10th, 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 August 2023 was \$352,041.83. Also presented was a Profit & Loss statement as of August 2023 and year-to-date budget vs actual report. The check register for August 2023 was gone over to explain some of the different costs. **Director McArthur made a motion to accept the financial report for August 2023. Director Stran seconded. No discussion. Motion carried (unanimous).**

- C. **PATIENT REPORT:** The patient report for August 2023 was given to the Board members for review. The average provider patient per day number was 8.46 and average number of Medical Assistant visits per day was 3.49. 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.

PA-C & Administration Report

- A. **Caitlin Blagg, District Administrator:** District Administrator Blagg let the Board know that she has been working with Erin Haines to develop policies and procedures to start offering IV nutrition therapy.

Ms. Blagg stated that the new Covid vaccine will soon be available; however, we will not have it available at our clinic.

Old Business

- A. **COMMERCIAL LEASE AGREEMENT:** District Administrator Blagg had some follow up questions from Mid-Columbia Center for Living regarding parking spots and remodeling. After some discussion the board clarified the questions from CFL stating that the carport and the parking spot in front of the retaining wall were designated parking spots and if written permission was granted from the landlord, CFL would not be responsible for returning the apartment to its original state following any remodel. **Director McArthur made a motion to accept the changes suggested by Mid-Columbia Center for Living regarding remodeling and defined parking spaces. Director Strand seconded. No discussion. Motion carried (Director Cornie abstained).**

Director Strand made a motion to accept the commercial lease agreements for apartment #1 and #2 with changes and send the lease to Mid-Columbia Center for Living for final review and signatures. Director McArthur seconded. No discussion. Motion carried (unanimous).

- B. **UPSTARIS APARTMENTS:** Riverside Construction has been working on the apartments. The painting is completed, and we are waiting on the flooring to be delivered, which is supposed to be here on September 19th. The final step will be a professional cleaner and then MCCFL can move into the space on October 1st.
- 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; however, she keeps hitting roadblocks. There are people affiliated with the grant programs who are not getting back to her despite several attempts from MCEDD to prod the process along. The Board asked that Ms. Blagg keep following up.
- D. **FLU SHOT CLINIC:** The flu shot clinic will be on Thursday, October 5th from 3pm-5pm. We will have Flumist, Quadrivalent Flu, and High Dose Flu immunizations available.

New Business

- A. **RTO & Company:** Ms. Blagg stated that she needed a member of the Board and preferably the president to sign the Management Rep agreement from RTO & Company in regard to the annual fiscal audit. **Director McArthur made a motion to appoint President Perisho to sign the Management Rep letter. Vice President Mason seconded. No discussion. Motion carried (unanimous).** President Perisho and District Administrator Blagg both signed the letter and Ms. Blagg will get it returned to RTO & Co.
- B. **SECRETARY OF STATE PLAN OF ACTION FOR 2022-2023 AUDIT:** Ms. Blagg stated that a draft version of the audit is available for review. One significant deficiency was identified and as such, a plan of action must be submitted to the Secretary of State. Ms. Blagg gave the board a copy of the plan of action and requested President Perisho to sign the action plan so it can be sent to the Secretary of State. **Director Strand made a motion to accept the 2022-2023 plan of action and to have President Perisho sign the**

plan of action. Director McArthur seconded. No discussion. Motion carried (unanimous).

C. OCTOBER MEETING DATE OF CONFLICT: District Administrator Blagg stated that she will be attending the Oregon Rural Health Clinic Conference in Sunriver during the scheduled October board meeting. She asked if the board would like to reschedule. The board agreed to cancel the October meeting unless something pressing came up and then Ms. Blagg was to reach out to all the board members to schedule a make-up meeting.

Good of the Order:

None

Adjourn

Director Strand made a motion to adjourn the meeting. Director Cornie seconded. The meeting was adjourned at 6:10 p.m.

The next Board Meeting will be on Thursday, November 9th, 2023, at 5:30 pm, in the Administration Office.

Respectfully submitted,
Caitlin Blagg
District Administrator

Board President
Bert Perisho

Vice-President
Jayme Mason

Director
Janice Strand

Director
Mike McArthur

Director
Linda Cornie

Date

Sherman County Medical Clinic

Balance Sheet

As of October 31, 2023

	<u>Oct 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
CHECKING	20,343.57
OREGON TREASURY INV. POOL	266,077.71
Total Checking/Savings	<u>286,421.28</u>
Total Current Assets	<u>286,421.28</u>
TOTAL ASSETS	<u>286,421.28</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
PAYROLL LIABILITIES	
125 Health Insurance - Blagg	1,064.65
Flex 125 - Blagg	-124.74
Flex 125 - Haines	1,045.48
Flex 125 - Mayfield	-378.67
Flex 125 - Dornbirer	-493.64
Flex 125 - von Borstel	-80.77
PAYROLL LIABILITIES - Other	<u>2,136.02</u>
Total PAYROLL LIABILITIES	<u>3,168.33</u>
Total Other Current Liabilities	<u>3,168.33</u>
Total Current Liabilities	<u>3,168.33</u>
Total Liabilities	3,168.33
Equity	
Retained Earnings	398,738.37
Net Income	<u>-115,485.42</u>
Total Equity	<u>283,252.95</u>
TOTAL LIABILITIES & EQUITY	<u>286,421.28</u>

Sherman County Medical Clinic

Profit & Loss

July through October 2023

	Jul - Oct 23
Ordinary Income/Expense	
Income	
CLINIC INCOME	
Capitation2	1,881.02
EHR Payments	49,082.45
Managed Care Reimbursement-Wraps	10,167.49
	61,130.96
Total CLINIC INCOME	61,130.96
COMMUNITY SERVICE FEES	8,786.47
COUNTY TAXES	3,437.76
INTEREST	4,215.41
PCPCH	32,552.75
MISCELLANEOUS INCOME	
Records Request	145.50
	145.50
Total MISCELLANEOUS INCOME	145.50
OFC/APT RENT	8,956.00
PHARMACY	422.89
RECEIVED GRANTS/LOANS	
Phone Triage Reimbursement	1,130.00
	1,130.00
Total RECEIVED GRANTS/LOANS	1,130.00
Total Income	120,777.74
Gross Profit	120,777.74
Expense	
PERSONAL SERVICES	
EMPLOYEE PAYROLL EXPENSES	
Physician Assistant - EH	49,873.84
Administrator - CB	23,067.22
Medical Asst/ Referrals JM	17,815.60
Receptionist - LVD	15,181.76
Billing Clerk - BvB	12,697.47
Community Care Worker/ MA - SP	12,589.63
Employee Insurance and Benefits	
Employee Insurance	28,468.39
Flex Fees	300.00
	28,768.39
Total Employee Insurance and Benefits	28,768.39
P/R Taxes	10,897.83
Unemployment	752.92
	171,644.66
Total EMPLOYEE PAYROLL EXPENSES	171,644.66
Total PERSONAL SERVICES	171,644.66
MATERIALS AND SERVICES	
CONTRACTED HEALTH CARE COST	
Supervising Physician	5,400.00
	5,400.00
Total CONTRACTED HEALTH CARE COST	5,400.00

Sherman County Medical Clinic

Profit & Loss

July through October 2023

	<u>Jul - Oct 23</u>
ADMINISTRATION AND AUDIT	
Audit	13,210.00
Bank Service Charges	
Credit Card Fee	871.79
Monthly Maintenance Fee	0.25
Total Bank Service Charges	<u>872.04</u>
Licenses and Permits	876.00
Miscellaneous	
Advertisement*	1,054.60
Payroll Processing	519.00
Miscellaneous - Other	1,050.90
Total Miscellaneous	<u>2,624.50</u>
Office Supplies	1,584.15
Postage and Delivery	172.50
Refunds	
Refund to Ins2	247.28
Total Refunds	<u>247.28</u>
Total ADMINISTRATION AND AUDIT	19,586.47
EDUCATION AND TRAINING	
Trainings, Registrations, Dues	2,036.45
Travel/ Meals/ Lodging	
Meals	108.60
Total Travel/ Meals/ Lodging	<u>108.60</u>
Total EDUCATION AND TRAINING	2,145.05
UTILITIES	
Electric	1,106.30
Garbage	217.73
Hazardous Waste Disposal	560.28
Shredding/Paper Disposal	339.29
Telephone	1,960.99
Water and Sewer	984.00
109 Scott Street	
Garbage 109	272.13
Water/Sewer 109	492.00
Total 109 Scott Street	<u>764.13</u>
Total UTILITIES	5,932.72
MEDICAL SUPPLIES	
IV Therapy Expense	1,982.47
Phone Triage	1,660.00
Flu/Pneumonia Vaccine	3,224.60
MEDICAL SUPPLIES - Other	4,944.95
Total MEDICAL SUPPLIES	<u>11,812.02</u>

	<u>Jul - Oct 23</u>
PHARMACY2	375.20
INSURANCE AND LEGAL FEES	
Clinic Insurance	
Dishonesty Bond	250.00
Workers Comp	1,732.60
Total Clinic Insurance	1,982.60
Legal Fees	121.98
Total INSURANCE AND LEGAL FEES	2,104.58
BUILDING SUPPLIES/ MAINTENANCE	
Janitorial	577.50
Maintenance Work	170.00
BUILDING SUPPLIES/ MAINTENANCE - Other	238.87
Total BUILDING SUPPLIES/ MAINTENANCE	986.37
COMPUTER, SOFTWARE, EMR	
Computer Equipment and Software	4,390.91
Total COMPUTER, SOFTWARE, EMR	4,390.91
EHR SYSTEM	
Billing Clearinghouse	726.28
EHR SYSTEM - Other	2,679.60
Total EHR SYSTEM	3,405.88
Total MATERIALS AND SERVICES	56,139.20
CAPITAL OUTLAY*****	
Building Remodel	3,515.00
Total CAPITAL OUTLAY*****	3,515.00
DEBT SERVICE	
Mortgage-Interest	3,121.59
Mortgage Principal	1,842.71
Total DEBT SERVICE	4,964.30
Total Expense	236,263.16
Net Ordinary Income	-115,485.42
Net Income	<u><u>-115,485.42</u></u>

Sherman County Medical Clinic
September 2023

Date	Num	Name	Memo	Amount	Description
09/05/2023		PD-RX PHARMACUTICAL		-74.50	Pharmacy
09/05/2023		NorthAmerican Bankcard	August 2023	-326.18	Credit Card Fee
09/06/2023	90534	Inovalon Provider, Inc.		-179.86	Billing Clearinghouse
09/06/2023	90531	CITY OF MORO		-369.00	Water/Sewer
09/06/2023	90532	STERICYCLE		-140.07	Hazardous Waste
09/06/2023	90533	Impact Office Systems	Copier Fees	-152.98	Copier Fees
09/06/2023	Conf1071	KATRINA WILSON	9 Hours @ \$15/hr	-135.00	Janitorial
09/06/2023	Conf1076	PACIFIC POWER		-304.60	Electric
09/06/2023	Conf1077	Visa		-709.89	EHR System and Legal Fees
09/06/2023	Conf1078	Meriplex Solutions	Tech Support	-510.00	Tech Support
09/06/2023	90535	Inovalon Provider, Inc.		-179.86	Billing Clearinghouse
09/06/2023	Conf1080	THE DALLES DISPOSAL		-55.13	Garbage
09/06/2023	Conf1081	THE DALLES DISPOSAL		-77.99	Garbage 109
09/08/2023		NorthWest Payroll Solutions	#493	-50.00	Payroll Processing
09/08/2023	493			-10,501.39	Payroll
09/08/2023		BOLI	Commonly Required Posters	-17.00	BOLI Posters
09/10/2023		ASI-FLEX	August 2023	-75.00	Flex Fees
09/11/2023		Merrill Lynch		-1,246.00	IRA Contributions
09/12/2023		QUILL	Hole Punch	-23.59	Hole Punch
09/13/2023		IRS		-3,883.97	Federal Taxes
09/13/2023		Oregon Department of Revenue		-934.58	State Taxes
09/13/2023		PD-RX PHARMACUTICAL		-38.13	Pharmacy
09/14/2023	9861	RTO & Company	Invoice: 150357	-8,500.00	Audit
09/14/2023	9862	Regence BlueCross BlueShield	Reference: 202308030060000	-209.00	Refund to Insurance
09/14/2023	9863	Regence BlueCross BlueShield	Reference: 202308170600000	-38.28	Refund to Insurance
09/14/2023	9864	JERRILEA MAYFIELD		-20.00	Bleach
09/14/2023	9865	OLD REPUBLIC SURETY	Bond: YPO0262214	-100.00	Dishonesty Bond
09/14/2023	9866	QUILL	Invoice: 34142660	-69.99	Membership
09/14/2023	9867	Jesse White		-237.90	Buidling Supplies
09/16/2023		Microsoft Office 360	MS Office Subscription	-24.00	MS Office Subscription
09/20/2023		Mountainside Medical Equipment		-132.83	IV Therapy Supplies
09/20/2023		Amazon.com	Stool for Exam #2	-139.00	Medical Stool
09/21/2023			Funds Transfer	20,000.00	Transfer
09/21/2023		Merrill Lynch		-1,246.00	IRA Contributions
09/21/2023	90539	Inovalon Provider, Inc.		-186.70	Billing Clearinghouse
09/21/2023	90538	BANK OF EASTERN OR.		-1,400.00	Mortgage
09/21/2023	90537	SDIS		-7,243.15	Employee Insurance
09/21/2023	90536	H2OREGON BOTTLED WATER	Water for Coolers	-41.70	Water for Coolers
09/21/2023	Conf1086	FoneMed		-415.00	Phone Triage
09/21/2023		McKesson Medical Surgical		-2,453.07	Medical Supplies
09/21/2023	9868	SDIS	Invoice: 37W22950-156	-133.56	Workers Comp
09/21/2023	9869	Wipfli	Client: 524550	-1,875.00	Cost Report
09/21/2023	9870	RTO & Company	Invoice: 150413	-2,635.00	Audit
09/21/2023	9871	Erin Haines		-180.00	Licenses

Sherman County Medical Clinic
September 2023

Accrual Basis

09/22/2023	494			-10,975.64	Payroll
09/22/2023		NorthWest Payroll Solutions	#494	-50.00	Payroll Processing
09/22/2023		Dr. Kristen G. Dillon	August 2023	-1,900.00	Payroll
09/26/2023		CONTROL SOLUTIONS, INC.	Thermometer Calibration	-62.00	Thermometer Calibration
09/27/2023		IRS		-3,963.11	Federal Taxes
09/27/2023		Oregon Department of Revenue		-934.59	State Taxes
09/27/2023		U.S. Postal Service		-9.35	Postage
09/28/2023		ASI-FLEX	Flex Reimbursement	-276.65	Flex Reimbursement
09/28/2023		Dragon	Dictation Software	-79.00	Dictation Software
09/29/2023		PD-RX PHARMACUTICAL		-58.95	Pharmacy
09/29/2023		ASI-FLEX	Flex Reimbursement	-328.65	Flex Reimbursement
				-45,902.84	
				-45,902.84	
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		President	Vice President		
		Bert Perisho	Jayne Mason		
		<hr/>	<hr/>		
		Director	Director		
		Janice Strand	Mike McArthur		
		<hr/>	<hr/>		
		Director	Date		
		Linda Cornie			

Sherman County Medical Clinic
 October 2023

Date	Num	Name	Memo	Amount	Description
10/02/2023		Sec. of State-Business Services Division	Audit Filing Fee	-200.00	Audit Filing Fee
10/02/2023		Canva	Advertisement Software	-119.99	Advertisement Program
10/02/2023		Olympia Pharmacy		-579.45	Pharmacy
10/03/2023		Olympia Pharmacy		-106.35	Pharmacy
10/04/2023		Mountainside Medical Equipment		-108.84	Medical Equipment
10/04/2023		NorthAmerican Bankcard	September 2023	-139.72	Credit Card Fee
10/05/2023		Amazon.com	IV Pole	-30.99	IV Pole
10/06/2023		NorthWest Payroll Solutions	#495	-113.00	Payroll Processing
10/06/2023	495			-10,975.26	Payroll
10/06/2023	90543	Blue Mountain Networks LLC		-323.38	Telephone
10/06/2023	90541	Impact Office Systems	Copier Fees	-152.95	Copier Fees
10/06/2023	90540	CITY OF MORO		-369.00	Water/Sewer
10/06/2023	90542	BANK OF EASTERN OR.		-1,400.00	Mortgage
10/06/2023	Conf1091	PACIFIC POWER		-287.75	Electric
10/06/2023		Merrill Lynch		-1,246.00	IRA Contributions
10/10/2023		ASI-FLEX	September 2023	-75.00	Flex Fees
10/11/2023		IRS		-3,963.17	Federal Taxes
10/11/2023		Oregon Department of Revenue		-934.59	State Taxes
10/16/2023	9872	Erin Haines		-1,495.00	CME Expense
10/16/2023	9873	VanKoten & Cleaveland, LLC	Invoice: 14645	-42.00	Audit Letter
10/16/2023	9874	Two Dogs Plumbing		-3,515.00	Plumbing in Apartments
10/16/2023		ASI-FLEX	Flex Reimbursement	-1,797.05	Flex Reimbursement
10/17/2023			Funds Transfer	30,000.00	Transfer
10/17/2023	9875	JERRILEA MAYFIELD		-15.98	Distilled Water and Vinegar
10/17/2023	Conf1092	Meriplex Solutions	Tech Support	-510.00	Tech Support
10/17/2023	Conf1093	THE DALLES DISPOSAL		-66.23	Garbage 109
10/17/2023	Conf1094	THE DALLES DISPOSAL		-55.13	Garbage
10/17/2023	Conf1095	KATRINA WILSON	10.75 hours @ \$15/hr	-161.25	Janitorial
10/17/2023	Conf1097	FoneMed		-415.00	Phone Triage
10/17/2023	Conf1098	Iron Mountain		-175.27	Shredding
10/17/2023	Conf1099	Visa		-1,049.44	EHR System, Telephone, Legal
10/17/2023	90544	STERICYCLE		-140.07	Hazardous Waste
10/17/2023	90545	SDIS		-7,243.15	Employee Insurance
10/17/2023		Blue Mountain Networks LLC		-678.74	Telephone
10/17/2023		Microsoft Office 360	MS Office Subscription	-24.00	MS Office Subscription
10/19/2023		QUILL		-125.93	Office Supply
10/20/2023		NorthWest Payroll Solutions	#496	-50.00	Payroll Processing
10/20/2023	496			-10,975.74	Payroll
10/20/2023		Merrill Lynch		-1,246.00	IRA Contributions
10/21/2023		Oregon Medical Board	PA Medical License	-456.00	PA Medical License
10/23/2023		Amazon.com	Cleaners	-40.94	Disinfectant

Sherman County Medical Clinic
October 2023

Accrual Basis

10/25/2023	IRS		-3,963.19	Federal Taxes
10/25/2023	Oregon Department of Revenue		-934.58	State Taxes
10/25/2023	PD-RX PHARMACUTICAL	TB Testing Materials	-251.38	Medical Supplies
10/26/2023	NorthAmerican Bankcard	New Equipment Set Up Fee	-49.95	Credit Card Machine Setup Fee
10/27/2023	CONTROL SOLUTIONS, INC.	Thermometer Recalibration	-111.00	Thermometer Recalibration
10/28/2023	Dragon	Dictation Software	-79.00	Dictation Software
10/31/2023	Oregon Department of Revenue		-709.87	Unemployment
10/31/2023	OREGON RURAL HEALTH	Annual Dues	-35.00	Annual Dues
10/31/2023	Olympia Pharmacy		-983.07	Pharmacy
			-28,520.40	
			-28,520.40	
	President	Vice President		
	Bert Perisho	Jayne Mason		
	Director	Director		
	Janice Strand	Mike McArthur		
	Director	Date		
	Linda Cornie			

Sherman County Medical Clinic
2016-2017 Profit & Loss Budget vs. Actual
July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
CLINIC INCOME				
Capitation1	1,881.02			
EHR Payments	49,470.89			
Managed Care Reimbursement-Wraps	10,167.49	200,820.00	-200,820.00	0.0%
CLINIC INCOME - Other	0.00			
Total CLINIC INCOME	61,519.40	200,820.00	-139,300.60	30.6%
COMMUNITY SERVICE FEES	8,786.47	20,447.00	-11,660.53	43.0%
COUNTY TAXES	3,437.76	308,182.00	-304,744.24	1.1%
INTEREST	4,215.41	5,951.00	-1,735.59	70.8%
PCPCH	32,552.75			
MISCELLANEOUS INCOME				
Records Request	145.50			
Total MISCELLANEOUS INCOME	145.50			
OFC/APT RENT	8,956.00	21,600.00	-12,644.00	41.5%
PHARMACY	429.89	2,557.00	-2,127.11	16.8%
RECEIVED GRANTS/LOANS				
Phone Triage Reimbursement	1,130.00			
Total RECEIVED GRANTS/LOANS	1,130.00	559,557.00	-438,383.82	21.7%
Total Income	121,173.18	559,557.00	-438,383.82	21.7%
Gross Profit	121,173.18			
Expense				
PERSONAL SERVICES				
EMPLOYEE PAYROLL EXPENSES				
Physician Assistant - EH	56,126.68			
Administrator - CB	25,959.22			
Medical Asst/ Referrals JM	20,049.20			
Receptionist - LVD	17,100.16			
Billing Clerk - BVB	14,354.27			
Community Care Worker/ MA - SP	14,168.03			
Employee Insurance and Benefits				
Employee Insurance	28,468.39	183,162.00	-183,162.00	0.0%
Flex Fees	375.00			
Employee Insurance and Benefits - Other	0.00			
Total Employee Insurance and Benefits	28,843.39	183,162.00	-154,318.61	15.7%
P/R Taxes	12,122.56	38,039.00	-25,916.44	31.9%
Unemployment	752.92	13,479.00	-12,726.08	5.6%
Unemployment to Former Employee	0.00	25,000.00	-25,000.00	0.0%
EMPLOYEE PAYROLL EXPENSES - Other	0.00	474,906.00	-474,906.00	0.0%
Total EMPLOYEE PAYROLL EXPENSES	189,476.43	734,586.00	-545,109.57	25.8%
PERSONAL SERVICES - Other	0.00	734,586.00	-734,586.00	0.0%
Total PERSONAL SERVICES	*89,476.43	1,469,172.00	-1,279,695.57	12.9%
MATERIALS AND SERVICES				
PROPERTY TAX	1,041.40	2,364.00	-1,322.60	44.1%
CONTRACTED HEALTH CARE COST				
Supervising Physician	5,400.00			
CONTRACTED HEALTH CARE COST - Other	0.00	31,950.00	-31,950.00	0.0%
Total CONTRACTED HEALTH CARE COST	5,400.00	31,950.00	-26,550.00	16.9%
ADMINISTRATION AND AUDIT				
Audit	13,210.00			
Bank Service Charges				

Sherman County Medical Clinic
2016-2017 Profit & Loss Budget vs. Actual
July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
Credit Card Fee	1,080.20			
Monthly Maintenance Fee	0.25			
Total Bank Service Charges	1,080.45			
Licenses and Permits	876.00			
Miscellaneous	1,054.60			
Advertisement*	569.00			
Payroll Processing	1,050.90			
Miscellaneous - Other				
Total Miscellaneous	2,674.50			
Office Supplies	1,796.33			
Postage and Delivery	172.50			
Refunds	247.28			
Refund to Ins2	247.28			
Total Refunds	247.28			
ADMINISTRATION AND AUDIT - Other	0.00	46,885.00	-46,885.00	0.0%
ADMINISTRATION AND AUDIT	20,059.06	46,885.00	-26,825.94	42.8%
EDUCATION AND TRAINING	2,036.45			
Trainings, Registrations, Dues	2,036.45			
Travel/ Meals/ Lodging	108.60			
Meals	108.60			
Total Travel/ Meals/ Lodging	108.60	10,394.00	-10,394.00	0.0%
EDUCATION AND TRAINING - Other	0.00			
EDUCATION AND TRAINING	2,145.05	10,394.00	-8,248.95	20.6%
UTILITIES	13,142.39			
Electric	1,376.24			
Garbage	217.73			
Hazardous Waste Disposal	700.35			
Shredding/Paper Disposal	339.29			
Telephone	1,960.99			
Water and Sewer	1,230.00			
109 Scott Street	272.13			
Garbage 109	615.00			
Water/Sewer 109				
Total 109 Scott Street	887.13	17,857.00	-17,857.00	0.0%
UTILITIES - Other	0.00			
Total UTILITIES	6,711.73	17,857.00	-11,145.27	37.6%
MEDICAL SUPPLIES	13,142.39			
IV Therapy Expense	1,982.47			
Phone Triage	1,660.00			
Flu/Pneumonia Vaccine	3,224.60			
MEDICAL SUPPLIES - Other	6,275.32	30,308.00	-24,032.68	20.7%
Total MEDICAL SUPPLIES	13,142.39	30,308.00	-17,165.61	43.4%
PHARMACY2	284.13	2,557.00	-2,272.82	11.1%
INSURANCE AND LEGAL FEES	8,987.60			
Clinic Insurance	250.00			
Dishonesty Bond	7,005.00			
Liability	1,732.60			
Workers Comp				
Total Clinic Insurance	8,987.60			

Sherman County Medical Clinic
2016-2017 Profit & Loss Budget vs. Actual
July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
Legal Fees	121.98			
INSURANCE AND LEGAL FEES - Other	0.00	20,453.00	-20,453.00	0.0%
Total INSURANCE AND LEGAL FEES	9,109.58	20,453.00	-11,343.42	44.5%
BUILDING SUPPLIES/ MAINTENANCE				
Janitorial	1,105.00			
Maintenance Work	170.00			
BUILDING SUPPLIES/ MAINTENANCE - Other	2,393.87	4,720.00	-2,326.13	50.7%
Total BUILDING SUPPLIES/ MAINTENANCE	3,668.87	4,720.00	-1,051.13	77.7%
COMPUTER, SOFTWARE, EMR				
Computer Equipment and Software	4,390.91	15,545.00	-15,545.00	0.0%
COMPUTER, SOFTWARE, EMR - Other	0.00			
Total COMPUTER, SOFTWARE, EMR	4,390.91	15,545.00	-11,154.09	28.2%
EHR SYSTEM				
Billing Clearinghouse	912.98			
EHR SYSTEM - Other	2,679.60	10,315.00	-7,635.40	26.0%
Total EHR SYSTEM	3,592.58	10,315.00	-6,722.42	34.8%
MATERIALS AND SERVICES - Other	0.00	193,348.00	-193,348.00	0.0%
Total MATERIALS AND SERVICES	69,545.75	386,696.00	-317,150.25	18.0%
CAPITAL OUTLAY*****				
Building Remodel	14,958.45	25,000.00	-10,041.55	59.8%
Medical Equipment	0.00	10,000.00	-10,000.00	0.0%
Office Equipment	0.00	10,000.00	-10,000.00	0.0%
CAPITAL OUTLAY***** - Other	0.00	45,000.00	-45,000.00	0.0%
Total CAPITAL OUTLAY*****	14,958.45	90,000.00	-75,041.55	16.6%
DEBT SERVICE				
Mortgage-Interest	3,121.59	9,255.00	-6,133.41	33.7%
Mortgage Principal	1,842.71	7,545.00	-5,702.29	24.4%
DEBT SERVICE - Other	0.00	16,800.00	-16,800.00	0.0%
Total DEBT SERVICE	4,964.30	33,600.00	-28,635.70	14.8%
OPERATING CONTINGENCY*****	0.00	35,077.00	-35,077.00	0.0%
Total Expense	278,944.93	2,014,545.00	-1,735,600.07	13.8%
Net Ordinary Income	-157,771.75	-1,454,988.00	1,297,216.25	10.8%
Net Income	-157,771.75	-1,454,988.00	1,297,216.25	10.8%

Provider Patient Report

2023-2024	Number of Office Visits	Open/Days Provider was in	Provider Absent # of Days (Personal Leave)	Clinic Related Leave	Provider Coverage	Reason for Provider Leave or Clinic Closed	Average Patients per	Notes
July	100	20/12	4			Personal	8.33	No Fridays, 1 Holiday
August	148	23/17.5	1.5			Personal	8.46	No Fridays
September	121	20/15	5				8.07	No Fridays, 1 Holiday
October	117	17/22	1			Personal	6.88	No Fridays
November								
December								
January								
February								
March								
April								
May								
June								
Total:	486		11.5	0	0			
						Annual Average number of visits/day:	2.65	
		Number of Visits:						
			2022-2023	1429	7.69			
			2021-2022	1388	7.58			
			2020-2021	1219	6.64			
			2019-2020	1536	8.4			
			2018-2019	1428	6.78			
			2017-2018	1537	6.60			
			2016-2017	1625	7.19			
			2015-2016	1912	8.22			
			2014-2015	2091	9.63			
			2013-2014	1952	8.85			

MA Patient Report

2023-2024	Number of Nursing visits	Number of Days	Average Nursing Visits per day
July	55	12	4.58
August	61	17.5	3.49
September	47	15	3.13
October	112	17	6.59
November			#DIV/0!
December			#DIV/0!
January			#DIV/0!
February			#DIV/0!
March			#DIV/0!
April			#DIV/0!
May			#DIV/0!
June			#DIV/0!
Total:	275	61.5	4.47
Previous Years Totals:			
2014-2015	1276	220	5.8
2015-2016	1084	236.5	4.58
2016-2017	1150	227.75	5.05
2017-2018	1131	232.5	4.86
2018-2019	887	214	4.14
2019-2020	732	184	3.98
2020-2021	1830	179.6	10.19
2021-2022	1255	183.75	6.83
2022-2023	820	186.5	4.4

Covid Vaccine