

Sherman County Health District Board of Directors Meeting Minutes

Regular Board Meeting

September 8, 2022
Moro, Oregon

Present:

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

Staff: Caitlin Blagg, District Administrator

Visitor: None

Call to Order: President Perisho called the meeting to order at 5:31 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 11, 2022, Regular Board meeting, **Director Cornie made a motion to accept the minutes as written. Director Strand 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 2022 was \$285,873.28. Also presented was a Profit & Loss statement as of August 2022. The check register for August 2022 was gone over to explain some of the different costs. **Director McArthur made a motion to accept the financial report for August 2022. Director Cornie seconded. No discussion. Motion carried (unanimous).**
- C. **PATIENT REPORT:** The patient report for August 2022 was given to the Board members for review. Average patient per day number was 7.26 for August. Average number of Medical Assistant visits per day was 3.53 for August. 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.

Old Business

- A. **SUPERVISING PHYSICIAN CONTRACT UPDATE:** Dr. Willett was present to discuss the proposed Supervising Physician contract. Dr. Willett had several points of discussion regarding the contract and language within the document. Discussion ensued and ultimately Dr. Willett declared that she would stand true to the boundaries she set forth at the beginning of her service to the District and would not accept the new contract. **Vice President Mason made a motion to extend the current contract with addendums for at most, 90 days or until a new supervising physician is found. Director Strand seconded. No discussion. Motion carried (unanimous).** The Board thanked Dr. Willett for her service and for agreeing to stay on during the transition period.

Vice President Mason made a motion to post for the position of Collaborative Physician/Medical Director. Director Strand seconded. No discussion. Motion carried (unanimous). President Perisho asked that the posting be sent to the Board for review prior to advertising the position.

Dr. Willett asked for a meeting between Erin Haines, PA-C and District Administrator Blagg to discuss the amended contract. Ms. Blagg will arrange for the meeting to take place.

PA-C & Administration Report

- A. Caitlin Blagg, District Administrator:** District Administrator stated her reports will come as agenda items later in the meeting.

Old Business

- B. MEDICARE ANNUAL REVIEW DATE CHANGE:** District Administrator Blagg gave the Board copies of the Annual Medicare Review.
- C. SOFFIT WORK:** Jeff Weber has come to look at the soffit outside the front door. He believes the boards have warped from water/ice damage. He estimates the work to repair to cost around \$1,250.00. He has put us on his schedule for middle of October to start repair work.
- D. SECURITY SYSTEM:** Adam Deskin from Aset Advanced Security came out to the clinic to see the specific security needs the Clinic has. We are looking at a 5-camera system, 3 doors with key card entries and a security system. Proposed costs would be a one-time fee of approximately \$9,382.00 and annual fees of approximately \$1,230.00. SDAO is offering a Safety and Security Grant focused on Alarms, Camera, and Securing Valuables. This is a matching grant up to \$10,000. Ms. Blagg will submit this grant once a final proposal from Aset has been received. **Director McArthur made a motion to move forward with the installation of the security system, pending approval of the SDAO Safety and Security grant. Director Cornie seconded. No discussion. Motion carried (unanimous).**

New Business

- A. FLU SHOT CLINIC:** The Flu Shot Clinic will be on October 13th from 3-6pm.
- B. 109 SCOTT STREET RENTAL:** President Perisho expressed some concern over the property at 109 Scott Street in regard to how the renters are keeping up the yard. There are a lot of overgrown weeds. He also asked that when Jeff Weber comes to fix the front of the Clinic, he go up to the house to see if there is any preventative work that needs to be done. Ms. Blagg will reach out to the renters.

Good of the Order:

- A.** District Administrator Blagg stated that in November, Jerrilea Mayfield will have been working for the District for 20 years and would like to do something nice for her.

Adjourn

Director McArthur made a motion to adjourn the meeting. Director Strand seconded. Meeting adjourned at 6:22 p.m.

The next Board Meeting will be on Thursday, September 8th, 2022, at 5:30 pm, in the Administration Office.

Respectfully submitted,
Caitlin Blagg
District Administrator

Absent

Board President
Bert Perisho

Janice Strand

Director
Janice Strand

Linda Cornie

Director
Linda Cornie

Absent

Vice-President
Jayme Mason

Mike McArthur

Director
Mike McArthur

10-13-22

Date