

Sherman County Health District  
Board of Directors Meeting Minutes

Regular Board Meeting

March 13, 2025  
Moro, Oregon

**Present:**

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

**Staff:** Caitlin Blagg, District Administrator

**Visitors:** None

**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:** The minutes from the January 9<sup>th</sup>, 2025, Regular Board meeting were reviewed. **Director McArthur 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 February 2025 was \$777,921.86. Also presented was a Profit & Loss statement for the end February 2025 and year-to-date budget vs actual report. The check register for January and February 2025 was gone over to explain some of the different costs. **Director McArthur made a motion to accept the financial report for January and February 2025. Director Strand seconded. No discussion. Motion carried (unanimous).**
  
- C. **PATIENT REPORT:** The patient report for January and February 2025 was given to the Board members for review. The average provider patient per day number was 9.68 for January and 8.67 for February and the average number of Medical Assistant visits per day was 5.61 for January and 4.15 for February. 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**

**Caitlin Blagg, District Administrator:** District Administrator Blagg informed the Board that the local administrators from Arlington, Condon, Maupin and Sherman will restart their quarterly admin meetings.

**Old Business**

- A. **BUDGET COMMITTEE MEETING DATE:** At the last meeting it was stated that there was a conflict with the original date. After Board members reviewed their calendars, it was determined that there were not conflicts and to leave the May meeting as originally scheduled on May 8<sup>th</sup>.

- B. MCCFL APARTEMENT UPDATE:** Ms. Blagg received an email from Bonita Snyder, Executive Assistant, Mid-Columbia Center for Living asking for help with a grant from the Roundhouse Foundation. The Board let Ms. Blagg know that she can assist with the grant process, but most of the work will fall on CFL, with final approval from the Health District.

### **New Business**

- A. BUDGET COMMITTEE MEETING MEMBERS:** Ms. Blagg asked the Board if they had any suggestions for Budget Committee members. Several names were suggested and District Administrator Blagg will reach out to them next week.
- B. RETIREMENT NOTICE:** Ms. Blagg informed the Board that she has received Shawn Payne's official retirement notice effective January 2026. A brief discussion on hiring timeline was discussed.
- C. ELECTRONIC HEALTH RECORDS PROPOSAL:** District Administrator Blagg let the Board know that she has been working on researching different EHR companies. Currently the top two choices are Azalea and Tebra, however billing and provider are on opposite sides. Ms. Blagg is looking into a third option, eClinicalWorks, and will hopefully have a recommendation at the next meeting. The Board encouraged Ms. Blagg to reach out to the Office of Rural Health and see what other clinics are doing.
- D. SPONSORSHIP REQUEST FROM SHERMAN BASEBALL TEAM:** District Administrator Blagg received a sponsorship request from the Sherman Baseball Team to purchase team pullovers that would be part of the team uniform. This would include a sign in the outfield with the SCMC logo on it that would remain there for several years. **Director Strand made a motion to approve the sponsorship of the Sherman Baseball Team Dugout Pullovers in the amount of \$1,236.25. Director McArthur seconded. No Discussion. Motion carried (unanimous).**
- E. SHERMAN COUNTY HEALTH DISTRICT CANDIDATE FILING:** President Perisho, Director Strand and Vice President Mason all have terms that end in 2025 and will be up re-election if they choose to run. The deadline to submit candidate filing forms is on March 20<sup>th</sup>.

### **Good of the Order:**

- A. President Perisho read aloud a thank you card from Shawn Payne thanking the Board for the holiday gift card.
- B. Director McArthur asked about the relationship with EOCCO and the clinic. Ms. Blagg will reach out to a contact that Director McArthur has who is on the EOCCO Board and start a conversation.

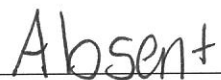
### **Adjourn**

**Director Cornie made a motion to adjourn the meeting. Director Strand seconded. The meeting was adjourned at 6:40 p.m.**


The next Board Meeting will be on Thursday, April 10<sup>th</sup>, 2025, at 5:30 pm, in the Administration Office.

Respectfully submitted,  
Caitlin Blagg  
District Administrator

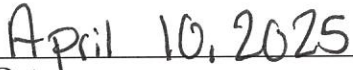
  
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Board President  
Bert Perisho

  
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Vice-President  
Jayme Mason

  
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Director  
Janice Strand

  
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Director  
Mike McArthur

  
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Linda Cornie

  
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Date