

Sherman County Health District Board of Directors Meeting Minutes

Regular Board Meeting

August 13, 2026
Moro, Oregon

Present:

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

Staff: Caitlin Blagg, District Administrator

Call to Order: Vice President McArthur called the meeting to order at 5:42 p.m.

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

Consent Items:

- A. **REGULAR MEETING MINUTES:** The minutes from June 11th, 2026, Regular Board meeting were reviewed.
- 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 2026 was \$663,657.10. Also presented was a Profit & Loss statement for the end of July 2026 and year-to-date budget vs actual report. The check register for June and July 2026 were gone over to explain some of the different costs.
- C. **PATIENT REPORT:** The patient report for July 2026 was given to the Board members for review. The average provider patient per day number was 6.89 and the average number of Medical Assistant visits per day was 3.50. 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.

Director Wood made a motion to approve all consent agenda items. Director Strand seconded. Motion carried (unanimous).

PA & Administration Report

District Administrator Blagg stated that she had applied for SDIS Safety and Security Grant. This is a matching grant up to \$2,500. Funding was requested to help fund the generator project.

Old Business

- A. **UPDATE ON APARTMENTS:** District Administrator Blagg informed the board that apartment #1 was currently occupied and #2's tenant would be moving in October. The

oven in apartment #1 went out. A new range was ordered from Pioneer Appliances and will be delivered on Tuesday.

- B. RURAL HEALTH TRANSFORMATION PROGRAM DIRECT AWARD FUNDING:** District Administrator Blagg informed the Board of the latest updates on this grant. CMS is still reviewing all the budgets and we will hopefully have contracts ready to execute soon.
- C. COMMUNITY HEALTHCARE WORKER PROGRAM:** This program is also on hold because it is also part of the RHTP funds.

New Business

- A. WATER LEAK AND PLAN:** Approximately 2 weeks ago a leak was discovered in a pipe between the meter in the sidewalk and the front door of the clinic. A leak detection company came out to locate the leak and 2Dogs Plumbing has been out several times to fix several leaks. The pipe is made of galvanized steel and it is crumbling so the water main will have to be replaced. 2Dogs will be here on Wednesday to start excavation work so the pipe can be replaced. This project will not go out for bid as it falls under emergency status.
- B. 2025-2026 Financial Review:** This year instead of a full audit, we are only having a review. This process seems like it has been more difficult than the full audits, but we are working through it. The Health District ended the fiscal year with \$706,072.22 cash-on-hand and net income of \$63,422.78. We stayed within budget for the entire fiscal year.
- C. EMPLOYEE EDUCATION:** Medical Assistant McKenna Bailey is interested in furthering her education and would like to take an on-line organic chemistry course. Part of this course includes 2 weeks on-campus at OSU to complete the lab portion. This is scheduled for August 2027. Conversation was held about how important education is and the board fully supports helping how they can. **Vice President McArthur made a motion to pay the employee their full pay rate for the two weeks they are attending classes on-campus. Director Wood seconded. Motion carried (unanimous).**
- D. SEPTEMBER & OCTOBER BOARD MEETINGS:** Due to scheduling conflicts the September and October meetings need to be rescheduled. It was decided to hold one meeting on Wednesday, September 23rd at 5:30pm. There will not be an October meeting.

Good of the Order

Adjourn

Director Wood made a motion to adjourn the meeting. Director Strand seconded. The meeting was adjourned at 6:15 p.m.

The next Board Meeting will be on Wednesday, September 23th, 2026, at 5:30 pm, in the Administration Office.

Respectfully submitted,
Caitlin Blagg
District Administrator

Absent
Board President
Bert Perisho

Remote via telephone
Director
Janice Strand

Brittany Wood
Director
Brittany Wood

Absent
Vice-President
Mike McArthur

Linda Cornie
Director
Linda Cornie

10/8/2026
Date