

# Sherman County Health District Board of Directors Meeting Minutes

Regular Board Meeting

April 8, 2021  
Moro, Oregon

## Present:

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

**Staff:** Dr. Tracy Willett, Supervising Physician (via GoToMeeting); Caitlin Blagg, District Administrator

**Call to Order:** President Perisho called the meeting to order at 5:36 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 March 11<sup>th</sup>, 2021 Regular Board meeting, **Director Strand made a motion to accept the minutes as written. Director Cornie seconded. No discussion. Motion carried (aye – Perisho, Strand, Cornie).**
  
- 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 March 2021 was \$330,454.30. Also presented was a Profit & Loss statement as of March 2021. The check register for March 2021 was gone over to explain some of the different costs. **A motion was made by Director Strand to accept the financial report for March 2021. Director Cornie seconded. No discussion. Motion carried (aye – Perisho, Strand, Cornie).**
  
- C. **PATIENT REPORT:** The patient report for March 2021 was given to the Board members for review. Average patient per day number was 6.06. Average number of Medical Assistant visits per day was 23.25. 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. **Erin Haines, PA-C:** No report
  
- B. **Dr. Tracy Willett, MD, Supervising Physician:** The ladies have been very busy. Staff is working towards getting back to normal clinic business. Dr. Willett and Erin Haines are working on a plan for Covid-19 'long haulers' – those people with long lasting side effects from Covid 19.
  
- C. **Caitlin Blagg, District Administrator:** Ms. Blagg has reached out to The Times Journal to see if they would be willing to write up a piece on Erin Haines to help introduce her to the community.

## Old Business

- A. COVID-19 UPDATE:** The Sherman County Medical Clinic is very busy distributing COVID-19 vaccine. As of 4/3/2021 we have administered 369 primary Moderna doses, 266 booster Moderna doses and 59 Johnson & Johnson doses for a total of 694 COVID-19 vaccinations given. The Clinic has opted to delegate further primary dosing to North Central Public Health District. The Clinic will continue to administer booster Moderna doses throughout the month of April. On April 16<sup>th</sup>, NCPHD will come to Sherman County to do mass vaccination event. This event will take place at the SC Fairgrounds and will be open to anyone who lives and/or works in Sherman County and is 18+. North Central Public Health is looking into options to get some Pfizer vaccine so we can offer it to those ages 16-17 who are interested in getting the vaccine.
- B. BUDGET COMMITTEE MEMBERS:** Ms. Blagg reached out to Linda Thompson who was on the budget committee last year and she is willing to be on it again this year. Ms. Blagg asked if anyone had any other ideas on people to reach out to. A notice of vacancy was published in The Times Journal, but no one had responded. Director Strand said Erling Jacobson might be interested again.

## New Business

- A. 2021-2022 COLA INCREASE:** District Administrator Blagg stated that she checked with Debbie Hayden at the Courthouse and they were asking for a 2.5% COLA increase. Ms. Blagg asked the Board to consider a 2% COLA increase for clinic employees. President Perisho stated that the City of Moro was going with 2% as well as that was what was advised by City rates. **Director Strand made a motion to allow for a 2% COLA increase for the 2021-2022 fiscal year. Director Cornie seconded. No discussion. Motion carried (aye – Perisho, Strand, Cornie).**
- B. EMPLOYEE HEALTH BENEFITS RATE INCREASE:** Ms. Blagg informed the board that SDIS prices for the current employee health benefit plan will increase 20%. Currently the District pays \$1,000 per employee per month to cover health insurance costs. This number has not been increased in the past several years. Ms. Blagg would like the Board to consider increasing the amount to \$1,200 per employee per month. Director Cornie asked why the amount requested was more than the quote from the insurance company. District Administrator Blagg explained because the quote does not include dental coverage. Ms. Blagg also clarified that even if the Board approves \$1,200 per employee per month and the monthly insurance bill is less than \$7,200/month, the money just does not get spent and stays in the account fund. **Director Strand made a motion to increase monthly employee health insurance to \$1,200.00 per employee. Director Cornie seconded. No discussion. Motion carried (aye – Perisho, Strand, Cornie).**
- C. ANNUAL PERFORMANCE REVIEWS:** Ms. Blagg hopes to have these completed by the May Board meeting.
- D. COUNTY BUDGET COMMITTEE PROPOSAL:** After the last board meeting, the Health District was encouraged to bring a proposal for the purchase of ultrasound machine to the County Budget Committee. Ms. Blagg, Ms. Haines and President Perisho will attend the

County Budget Committee on May 12<sup>th</sup> to submit the attached proposal. Ms. Blagg asked if any of the Board Members had any further input or wanted any information added or omitted.

**E. SHERMAN LITTLE LEAGUE:** Ms. Blagg presented a letter requesting donations from Sherman Little League. Ms. Blagg explained that many of our normal community advertisement opportunities (Sherman Champions Camp shirts, Sherman County Fair Book, Sherman County Sport Program) have not been available to us recently due to activities being cancelled due to Covid. District Administrator Blagg explained that we have the money to be able to support this cause. **Director Strand made a motion to donate \$500 to Sherman County Little League to be used for a Corporate Banner. Director Cornie seconded. No discussion. Motion carried (aye – Perisho, Strand, Cornie).** The Board asked Ms. Blagg to ask Sherman County Little League to keep them informed about further fund raising needs and to reach out if more funding is needed due to the 30% increase in enrollment.

**Good of the Order:**

**Future Agenda Items:**

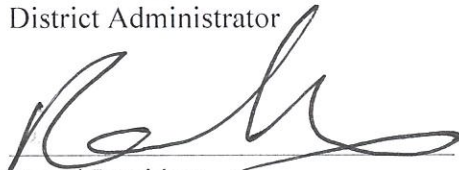
- Billing Position
- November 2021 Meeting

**Adjourn**

**Director Strand made a motion to adjourn the meeting. Director Cornie seconded. Meeting Adjourned at 6:09 p.m.**

The next Board Meeting will be on Thursday, April 13<sup>th</sup>, 2021 at 5:30 pm, in the Administration Office.

Respectfully submitted,  
Caitlin Blagg  
District Administrator



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Board President  
Bert Perisho



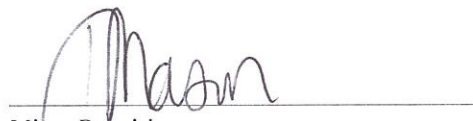
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Director  
Janice Strand




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Director  
Linda Cornie



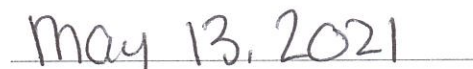
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Vice-President  
Jayme Mason



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Director  
Mike McArthur



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Date