

Sherman County Health District  
Board of Directors Meeting Minutes

Regular Board Meeting

January 8, 2026  
Moro, Oregon

**Present:**

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

**Staff:** Caitlin Blagg, District Administrator

**Visitors:**

**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:** The minutes from the November 13<sup>th</sup>, 2025, Regular Board meeting were reviewed. **Director Cornie made a motion to accept the minutes as written. Vice President McArthur 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 December 2025 was \$956,167.47. Also presented was a Profit & Loss statement for the end of December 2025 and year-to-date budget vs actual report. The check register for November and December 2025 was gone over to explain some of the different costs. **Vice President McArthur made a motion to accept the financial report for December 2025. Director Cornie seconded. No discussion. Motion carried (unanimous).**
  
- C. PATIENT REPORT:** The patient report for November and December 2025 was given to the Board members for review. The average provider patient per day number was 7.07 for November and 7.53 for December and the average number of Medical Assistant visits per day was 5.23 for November and 4.35 for December. 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: Report Skipped**

## Old Business

- A. **APARTMENT 1 & 2 UPDATE:** District Administrator Blagg told the Board that one application has gone out, but she has not heard anything more from the person.
- B. **CCO BOUNDARY CONVERSATION:** District Administrator Blagg has not heard anything further from Judge Dabulskis regarding the CCO Boundaries. The Board asked Ms. Blagg to find out what the deadline is for the boundary change and look into discussion with County Court and Eastern Oregon CCO and Columbia Gorge CCO.

## New Business

- A. **DISTRICT CONTRIBUTIONS TO EMPLOYEE IRA'S:** District Administrator Blagg handed out a worksheet that outlined how much each employee had made in 2025 and a breakdown of what a 1%, 1.5%, 2%, 2.5% and a 3% contribution to each employee's IRA account would be. Ms. Blagg informed the Board that 3% had been budgeted. **Vice President McArthur made a motion to have the District contribute 3% to each employee's IRA accounts. Director Cornie seconded. No discussion. Motion carried (unanimous).** Ms. Blagg thanked the Directors on behalf of all the employees.
- B. **BILL PAY RESOLUTION 01-08-2026:** District Administrator Blagg is requesting the online bill pay resolution be updated to allow for the monthly mortgage payment to be paid online. Changes to the Bill Pay Resolution include adding Blue Mountain Networks, Inovalon, Bohn Printing and DirectLine IT and removing CIS Trust, CenturyLink, LightPoint, Impact Office Systems, GorgeNet, and Mid Columbia Producers. **Vice President McArthur made a motion to accept Bill Pay Resolution 01-8-2026. Director Cornie seconded the motion. No discussion. Motion carried (unanimous).**
- C. **MEDICAL ASSISTANT UPDATE:** District Administrator Blagg informed the Board McKenna Bailey started as the new certified Medical Assistant on Monday. So far things are going well. She is very smart and catches on quickly.
- D. **2026-2027 BUDGET CALENDAR:** District Administrator Blagg handed out a copy of the 2025-2026 proposed Budget Calendar.
- E. **APPOINT BUDGET OFFICER FOR 2026-2027:** Director Cornie made a motion to appoint District Administrator Caitlin Blagg as the budget officer for the 2026-2027 budget year. Vice President McArthur seconded. No discussion. Motion carried (unanimous).

## Good of the Order:

- A. District Administrator Blagg gave the Board a thank you card from Shawn Payne.

**Adjourn**

**Vice President McArthur made a motion to adjourn the meeting. Director Cornie seconded. The meeting was adjourned at 6:02 p.m.**

The next Board Meeting will be on Thursday, February 12<sup>th</sup>, 2026, at 5:30 pm, in the Administration Office.

Respectfully submitted,  
Caitlin Blagg  
District Administrator

Absent  
Board President  
Bert Perisho

McArthur  
Vice-President  
Mike McArthur

Via Telephone  
Director  
Janice Strand

Linda Cornie  
Director  
Linda Cornie

Brittany Wood  
Director  
Brittany Wood

2/12/2024  
Date