

Sherman County Health District Board of Directors Meeting Minutes

Regular Board Meeting

June 9, 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 5:33 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 May 12, 2022, Regular Board meeting, **Director McArthur made a motion to accept the minutes as written. Director Cornie seconded. No discussion. Motion carried (unanimous).**
- B. **BUDGET COMMITTEE MINUTES:** After reviewing the minutes from the May 12, 2022, Budget Committee meeting, **Director McArthur made a motion to accept the minutes as written. Director Strand seconded. No discussion. Motion carried (unanimous).**
- C. **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 May 2022 was \$350,452.38. Also presented was a Profit & Loss statement as of May 2022. The check register for May 2022 was gone over to explain some of the different costs. **Director McArthur made a motion to accept the financial report for May 2022. Vice President Mason seconded. No discussion. Motion carried (unanimous).**
- D. **PATIENT REPORT:** The patient report for May 2022 was given to the Board members for review. Average patient per day number was 7.41. Average number of Medical Assistant visits per day was 5.0. 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. **Caitlin Blagg, District Administrator:** District Administrator Blagg stated that the Clinic will be participating in the Harvest Fest on June 18th in the Moro City Park. She showed some of the sway items the Clinic has been able to purchase with grant funding to hand out to adults and kids at the Harvest Fest. Ms. Blagg invited any Board Members who are available to come to the event.

Ms. Blagg informed the board that herself and Betsy von Borstel would be out of the office August 22nd through 26th for Fair Week.

Budget Hearing

- A. **ADOPT BUDGET AND MAKE APPROPRIATION RESOLUTION 2021-2022:** The 2022-2023 Budget was presented as prepared by District Administrator Blagg and approved by the Budget Committee.

Director McArthur made a motion to adopt the Budget for 2022-2023 as approved by the Budget Committee and to adopt the Budget Resolution 06-9-2022 for 2022-2023. Director Cornie seconded. No discussion. Motion carried (unanimous). The resolution was signed by all present Board Members.

APPROVE THE PERMANENT TAX RATE: Director McArthur made a motion to approve the permanent tax rate of .0004780 for the 2022-2023 Fiscal Year. Linda Cornie seconded. No discussion. Motion passed (unanimous).

Old Business

- A. **SUPERVISING PHYSICIAN CONTRACT UPDATE:** Dr. Willett's contract has been expired for nearly a year. The Board has held off in renewing because of all the changes regarding supervising physician's role in supervising a physician assistant. We are no longer required to have on-site supervision for 8 hours/month. Ms. Blagg requests a member of the board be appointed to work with her on creating a new contract. One aspect the Board needs to consider is the wage being paid to the supervising physician. With the removal of on-site time required, the salary currently being paid is outside the range considering the scope. Vice President Mason volunteered to help with the drafting of the new contract.
- A. **FRIEND & REAGAN, PC STANDARD FORM OF CONTRACT:** District Administrator gave the Board the updated contract for Friend & Reagan to continue doing the annual audit. This updated contract includes language about cancelling the contract. **Vice President Mason made a motion to appoint District Administrator Blagg to sign the newest version of the Standard Form of Contract. Director Strand seconded. No discussion. Motion passed (unanimous).**

New Business

- B. **MARKETING ITEMS FOR HARVEST FESTIVAL:** District Administrator Blagg showed the board the marketing items we have purchased through a grant to distribute at the Harvest Festival. Part of the grant required vaccine, of all kinds, education so this will be provided at the festival as well. Items include: hot/cold packs, bandages, sunscreen, chapstick, pill holders, and backpacks for the adults, and various kinds of toys for the kids.
- C. **ANNUAL MEDICARE MEETING:** District Administrator Blagg stated that it is time to schedule the annual Medicare review. Director Strand volunteered to attend as a board member. Ms. Blagg stated that she will have to verify the day with Dr. Willett, but tentatively the meeting will be scheduled for July 20th.
- D. **COLUMBIA GORGE ECONOMIC DEVELOPMENT STRATEGY:** District Administrator Blagg gave an overview of the 2022-2027 Columbia Gorge Economic Development Strategy. Part of this strategy includes "Expansion of Rural Health Clinics" and Sherman County Medical Clinic is included in this expansion plan. Ms. Blagg will stay in touch with MCEDD about this project.

Good of the Order:

- A. District Administrator Blagg stated that a group in the County is working on building a pool and Ms. Blagg is helping the group coordinate with Special District Association of Oregon regarding the best way to proceed.
- B. Director McArthur asked about an update on Covid. Vice President Mason gave a brief overview. Currently, Covid still is in our area; however, the symptoms are not that bad. They are similar to a common cold. People are not being hospitalized and are not dying from this variant. The biggest struggle is lack of staffing because of people being out sick.

Future Agenda Items:

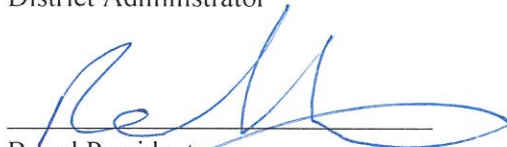
- Billing Position

Adjourn


Vice President Mason made a motion to adjourn the meeting. Director Strand seconded. Meeting adjourned at 6:09 p.m.

The next Board Meeting will be on Thursday, July 14th, 2022, at 5:30 pm, in the Administration Office.


Respectfully submitted,
Caitlin Blagg
District Administrator



Board President
Bert Perisho




Director
Janice Strand



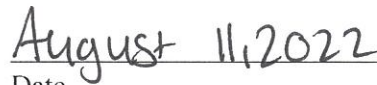
Director
Linda Cornie



Vice-President
Jayme Mason



Director
Mike McArthur



Date