

Sherman County Health District
Board of Directors Meeting Minutes

Regular Board Meeting

July 8, 2021
Moro, Oregon

Present:

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

Staff: Caitlin Blagg, District Administrator

Call to Order: Vice President Mason 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:** After reviewing the minutes from the June 10th, 2021, Regular Board meeting, **Director McArthur made a motion to accept the minutes with an adjustment. 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 June 2021 was \$358,560.61. Also presented was a Profit & Loss statement as of June 2021. The check register for June 2021 was gone over to explain some of the different costs. **A motion was made by Director Strand to accept the financial report for June 2021. Director Cornie seconded. No discussion. Motion carried (unanimous).**

- C. **PATIENT REPORT:** The patient report for June 2021 was given to the Board members for review. Average patient per day number was 7.59. Average number of Medical Assistant visits per day was 5.24. 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:** On behalf of Ms. Haines, Ms. Blagg reported that Ms. Haines took her Medical Examiners test for CDL's today and passed!

- B. **Dr. Tracy Willett, MD, Supervising Physician:** Dr. Willett said that things are going very well.

- C. **Caitlin Blagg, District Administrator:** Caitlin Blagg, District Administrator, informed the board the funding for the ultrasound machine had been received from the County and the order has been placed to purchase the US machine.

Old Business

- A. **COVID-19 UPDATE:** Discussion took place over the Delta variant and Dr. Willett explained the efficacy rate of the vaccine in relation to the Delta variant. Prophylactic ivermectin was also briefly discussed.

- B. **90 DAY REVIEW OF PA:** Vice President Mason completed the 90-day evaluation with Erin Haines, PA-C. It was a glowing review and Ms. Haines has great ideas on how to make the clinic grow. Ms. Haines is working on ways to capture more patients and told Vice President Mason she would be interested in knowing what the Board goals are for the Clinic. The Board asked to brainstorm ways to get patient feedback on the provider. **Director McArthur made a motion to acknowledge the 90-day review between Erin Haines and Vice President Mason and schedule further annual evaluations every March going forward. Director Cornie seconded. No discussion. Motion carried (unanimous).**

- C. **SCHEDULE A WORK SESSION:** Ms. Blagg has been working on a list of items to discuss at the work session. She asked the Board if there were any specific topics they wanted to discuss. Items added include communications plan, coordination with MCMC, coordination with EOCCO/LCAC, set goal for patient encounters.

- D. **SOCIAL MEDIA PRESENCE:** Ms. Blagg showed the Board the new Facebook and Instagram accounts. The Board encouraged Ms. Blagg to reach out to K'Lynn at Condon Chamber of Commerce for advice on using the accounts in a meaningful way.

- E. **ANNUAL MEETING:** Ms. Blagg reminded the Board that the Annual Meeting will be on July 14th, at 12:30. Director Strand has agreed to be the representative for the Board.

New Business

- F. **AUDIT NOTICES:** Ms. Blagg handed out paperwork for Board members to fill out for the annual audit.

- G. **DR. WILLET UPDATE:** Dr. Willett stated that she would start attending meetings on a quarterly basis.

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 6:21 p.m.

The next Board Meeting will be on Thursday, August 12th, 2021, at 5:30 pm, in the Administration Office.

Respectfully submitted,
Caitlin Blagg
District Administrator



Board President
Bert Perisho



Vice-President
Jayme Mason



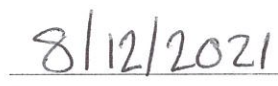
Director
Janice Strand



Director
Mike McArthur



Director
Linda Cornie



Date