

Sherman County Health District Board of Directors Meeting Minutes

Regular Board Meeting

October 9, 2025
Moro, Oregon

Present:

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

Staff: Caitlin Blagg, District Administrator

Visitors: Al Barton – Director and Gaby Swisher – Project Manager from Mid-Columbia Center for Living

Call to Order: President Perisho called the meeting to order at 5:34 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 September 11th, 2025, Regular Board meeting were reviewed. **Director Wood made a motion to accept the minutes as written. 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 September 2025 was \$498,955.80. Also presented was a Profit & Loss statement for the end of September 2025 and year-to-date budget vs actual report. The check register for September 2025 was gone over to explain some of the different costs. **Director Cornie made a motion to accept the financial report for August 2025. Director Strand seconded. No discussion. Motion carried (unanimous).**
- C. **PATIENT REPORT:** The patient report for September 2025 was given to the Board members for review. The average provider patient per day number was 8.46 for September and the average number of Medical Assistant visits per day was 2.77. 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.

Old Business

- A. **APARTMENT 1 & 2 UPDATE: NEW LEASE AGREEMENT PER MCCFL REQUEST:** Al Barton, Director for Mid Columbia Center for Living and Gaby Swisher, Project Manager for Mid Columbia Center for Living came to the meeting to discuss updates to the renovation project of the upstairs apartments. Two of the major barriers to the project have been the concrete slab in the rear of the building and the parking spots. The concrete slab is going to cost an estimated \$537,000 which is a financial barrier. To be ADA compliant, MCCFL reached out to the owners of the property behind the market who agreed to a 2-year lease agreement to allow MCCFL to use 2 parking spaces for ADA compliance. MCCFL does not feel like they have the financial ability to continue to support the renovation project and are asking for a mutual separation of the lease agreement. The Board understood MCCFL's

situation and will draft a separation plan for MCCFL to review. President Perisho asked for this agenda item to be brought up again so he could have some time to process his thoughts. The rest of the Board agreed.

PA-C & Administration Report

Caitlin Blagg, District Administrator: District Administrator Blagg is still waiting on a quote from SherCo about a whole-clinic generator.

Last Friday, both clinic toilets were plugged. TwoDogs Plumbing came and cleaned out the lines at a cost of \$718.00. They were here in April 2025 working on the same problem so this is on-going. Ms. Blagg did receive a text message from Robert that said "\$2000" but does not know yet what this is in reference to.

Flu Shot Clinic was today. It was not well attended, but that could partly be due to lack of advertising. No flyers were distributed, only advertisement was word-of-mouth and social media. Next year flyers will go out again; staff ran out of time this year.

Windows 10 will no longer be supported, which means most of the clinic computers need to be updated. We have been working with our IT department to make these upgrades. So far Shawn and Laura's computers have been replaced. Caitlin, Betsy, and Bridget's are next on the list. Laptops will follow.

Old Business

- A. APARTMENT 1 & 2 UPDATE: NEW LEASE AGREEMENT PER MCCFL REQUEST: ATHENA UPDATE Continued:** After reviewing the lease agreements currently in place with Mid Columbia Center for Living, the Board discovered that the lease entered the automatic renewal in September 2025. **Director Strand made a motion to draft a separation agreement stating the Sherman County Health District will accept 90-day notice as of 10/9/2025 and Mid Columbia Center for Living will be responsible for paying rent for 90 days effective 11/1/2025 (November, December, January) and that if a new tenant is found within that timeframe, fees will be waived. Director Cornie seconded. No discussion. Motion carried (unanimous).** Ms. Blagg will draft a letter a present to MCCFL. If they negotiate a different plan, **Director Wood made a motion to give District Administrator Blagg and President Perisho the authority to negotiate with Mid Columbia Center for Living. Director Cornie seconded. No discussion. Motion carried (unanimous).**

Ms. Blagg asked what the Board would like to do with the apartments now that MCCFL will be getting out of the lease. After discussing options and looking at prices of comparable spaces for rent in the area they decided to advertise the spaces as rentable apartments. Monthly rent will be \$1,200 and includes water/sewer and garbage. There will be a \$500 security deposit, no pets allowed. Lease agreement will be for 1-year and month to month after with a 30-day notice to vacate. Ms. Blagg will advertise quietly for the first month and then post more publicly if no interest.

New Business

- A. HIRING PLAN FOR MEDICAL ASSISTANT:** District Administrator Blagg will post the job opening for a Medical Assistant. The post will be for a certified Medical Assistant and if

we do not get many qualified candidates, we will re-post for non-certified. There are a couple interested people.

- B. DR. DILLON 2025-2026 CONTRACT:** It is time for the annual renewal of Dr. Dillon's contract. Nothing in this contract has changed. **Director Strand made a motion to approve Dr. Dillon's contract for the 2025-2026 year and authorize President Bert Perisho to sign it. Director Cornie seconded.**

Good of the Order:

- A. Director Wood, speaking for the City of Moro, asked for the Health District's support in writing a letter to Pacific Power regarding the recent and increasing power outages. Ms. Wood stated that she was trying to gather support from entities that would be considered critical infrastructure who would be negatively impacted by power outages. President Perisho suggested the Health District support this endeavor when the opportunity comes.
- B. President Perisho stated that he ran into Director McArthur recently and had a conversation where Director McArthur stated he will likely be missing 50% or more of monthly Board Meetings due to family obligations and he would be happy to resign if a replacement could be found.

Adjourn

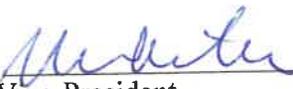
Director Wood made a motion to adjourn the meeting. Director Strand seconded. The meeting was adjourned at 6:46 p.m.

The next Board Meeting will be on Thursday, November 13th, 2025, at 5:30 pm, in the Administration Office.

Respectfully submitted,
Caitlin Blagg
District Administrator



Board President
Bert Perisho



Vice-President
Mike McArthur



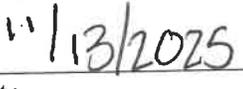
Director
Janice Strand



Director
Linda Cornie



Director
Brittany Wood



Date