

Sherman County Health District
Board of Directors Meeting Minutes

Regular Board Meeting

October 13, 2022
Moro, Oregon

Present:

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

Staff: Caitlin Blagg, District Administrator

Visitor: None

Call to Order: Director Strand called the meeting to order at 5:35 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 September 8, 2022, Regular Board meeting, **Director McArthur made a motion to accept the minutes as written. Director Cornie 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 2022 was \$260,039.48. Also presented was a Profit & Loss statement as of September 2022. The check register for September 2022 was gone over to explain some of the different costs. **Director McArthur made a motion to accept the financial report for September 2022. Director Cornie seconded. No discussion. Motion carried (unanimous).** Director McArthur asked for District Administrator Blagg to include the Budget vs Actual report in further financial reports.

- C. **PATIENT REPORT:** The patient report for September 2022 was given to the Board members for review. Average patient per day number was 6.81 for August. Average number of Medical Assistant visits per day was 3.69 for August. 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 stated that she and Betsy will be attending the National Association of Rural Health Clinics Annual Conference in Scottsdale, AZ. They leave on October 23rd and return on October 27th.

The Safety and Security Grant was successfully applied for, and we should hear either way about awards in late November or early December.

Ms. Blagg has met with representatives from EOCCO recently. We are working on getting the patients who are assigned to our clinic but who do not live here or receive services here off our roster. We are also reaching out to patients who have been identified on EOCCO lists to need to receive specific services.

Ms. Blagg has met with County Commissioner Joan Bird and North Central Public Health Department Clinical Programs Supervisor Martha McInnes. We try to meet quarterly, and our goal is to make sure all health needs (environmental, WIC, mental, vaccines, etc.) are being met in the county.

Old Business

- A. **SOFFIT WORK:** Ms. Blagg has not heard anything further from Jeff Weber about the soffit work but will check in with him next week.

New Business

- A. **SUPERVISING PHYSICIAN SEARCH:** District Administrator Blagg reached out to Dr. Kristen Dillon, MD to see if she was interested in resuming her duties as Medical Director of the Sherman County Medical Clinic. Dr. Dillon and Ms. Blagg had many conversations about the new regulations surrounding PA supervision in Oregon have changed, Dr. Dillon came out to the clinic, met Erin Haines, PA-C and offered a contract she was comfortable with signing as is. She also mentioned that if further negotiations were necessary, she would be open to that as well. After some discussion and a review of the changes Dr. Dillon made to the proposed contract, **Director McArthur made a motion to offer the contract, as amended by Dr. Dillon, to Dr. Dillon and authorize President Perisho to sign on behalf of the Board of Directors. Director Cornie seconded. No discussion. Motion carried (unanimous).**
- B. **2021-2022 AUDIT REVIEW:** District Administrator Blagg presented the Board with a copy of the final 2021-2022 audit report. Three significant deficiencies were identified and as such, a plan of action must be submitted to the Secretary of State. Ms. Blagg gave the board a copy of the plan of action and requested President Perisho to sign the action plan so it can be sent to the Secretary of State. **Director McArthur made a motion to accept the 2021-2022 audit report and plan of action and to have President Perisho sign the plan of action. Director Cornie seconded. No discussion. Motion carried (unanimous).**
- C. **FLU SHOT CLINIC:** The Flu Shot Clinic will be on Monday, October 17th from 3-6pm. A Covid booster clinic will be held on Friday, October 28th from 9-11am and will be staffed by NCPHD employees.

Good of the Order:


- A. Director McArthur asked about the rental house at 109 Scott Street. District Administer Blagg stated that she had a conversation with the renter about the weeds and lawn maintenance and the renter would take care of it.
- B.

Adjourn

Director McArthur made a motion to adjourn the meeting. Director Strand seconded. Meeting adjourned at 6:32 p.m.

The next Board Meeting will be on Thursday, November 10th, 2022, at 5:30 pm, in the Administration Office.

Respectfully submitted,
Caitlin Blagg
District Administrator




Board President
Bert Perisho

Via telephone


Vice-President
Jayme Mason

Via telephone

Director
Janice Strand



Director
Mike McArthur



Director
Linda Cornie

~~October~~ 11/10/2022

Date