

# Sherman County Health District Board of Directors Meeting Minutes

Regular Board Meeting

June 8<sup>th</sup>, 2017  
Moro, Oregon

**Present:**

**Board Members:** President Larry Hoctor, Vice President Bert Perisho, Director Jayme Mason, Director W.P. Thurston, Director Curt Mason

**Staff:** Caitlin Blagg, District Administrator

**Visitors:** Janice Strand, Community Member; Shawn Payne, Emergency Services Director

**Call to Order:** President Hoctor called the meeting to order at 6:11 p.m.

**Visitor's comments on agenda items (Discussion to be regarding agenda items only):**

**A. SHAWN PAYNE – CLINIC COLLABORATION WITH EMERGENCY SERVICES:**

Shawn Payne, Emergency Services Director, talked about what would happen if a Mass Casualty Incident (MCI) happened in the local area. An MCI could be something like an active shooter, bus crash, organophosphate leak, etc. Ms. Payne would like to be able to include the Clinic as a resource in MCI planning. After some discussion, Vice President Perisho stated that Ms. Payne has the full support of the Board in including the Clinic as a resource, however it should be left up to the administrative staff to work with Emergency Services to come up with a workable plan. Ms. Blagg will work with Ms. Payne on this. Ms. Payne's understanding is that she will have the cooperation of the Clinic for MCI event and thanked the Board for their time.

**Consent Items**

- A. BUDGET COMMITTEE MEETING MINUTES:** After reviewing the minutes from the May 2017 Budget Committee meeting, **Vice President Perisho made a motion to accept the minutes as written. Director Thurston seconded. No discussion. Motion carried (unanimous).**
- B. REGULAR MEETING MINUTES:** After reviewing the minutes from the May 2017 Board meeting, **Vice President Perisho made a motion to accept the minutes as written. Director J. Mason 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 2017 was \$216,758.45. Cash on hand at the end of business on Thursday, June 8<sup>th</sup>, 2017, was \$204,470.71. Also presented was a Profit & Loss statement for May 2017. The check registers for May was gone over to explain some of the different costs. District Administrator Blagg stated that the Health District is on track to come in under budget per the 2016-2017 budget. **A motion was made by Vice President Perisho to accept the financial report. Director J. Mason seconded. No discussion. Motion carried (unanimous).**

- D. PATIENT REPORT:** The patient report for May 2017 was given to the Board members for review. Average patient per day number was 7.4. Average number of Medical Assistant visits per day was 5.37. These nursing visits were ONLY the visits that were scheduled as a nursing visit; they do not include any 'add on labs' that Mr. Corey might have requested as part of an office visit.

### **FNP & Administration Report**

- **Caitlin Blagg, District Administrator:** Ms. Blagg explained that the Clinic is participating in the VeggieRx program as a site where people can pick up vouchers. This is part of a grant through the Eastern Oregon Coordinated Care Organization's (EOCCO) Local Community Advisory Committee (LCAC). Ms. Blagg briefly explained that the VeggieRx program was to help alleviate food insecurities for local Sherman County residents. A writer for Ruralite magazine came out this week to interview different people about the VeggieRx program. This will be good advertising for the program. So far this program has been very well received by the community and Ms. Blagg hopes it is a program that can continue.

Mark has agreed to be the Provider of record for the 4H Camp for Sherman while the campers attend camp near Wamic, June 13-18. Two nurses will be at the camp 24/7 and provide necessary care, but Mark has offered to be available via phone for consulting purposes.

Ms. Blagg stated that she has contacted several contractors and concrete companies to see if anyone can come fix the damage from the salt used this winter. So far she has heard from JJ Castro Construction and his quote was for \$1,200.00. Ken DeGrange said he would pass along Ms. Blagg's contact information to a contractor he knows and trusts and see if he could help. Ms. Blagg will wait to hear from Mr. DeGrange's contact. Ms. Blagg will gather more information before moving forward with getting the concrete fixed.

### **Budget Hearing**

- A. ADOPT BUDGET AND MAKE APPROPRIATION RESOLUTION 2017-2018:** The 2017-2018 Budget was presented as prepared by District Administrator Blagg and approved by the Budget Committee.

**Vice President Perisho made a motion to adopt the Budget for 2017-2018 as approved by the Budget Committee and to adopt the Budget Resolution 06-08-2017 for 2017-2018. Director Thurston seconded. No discussion. Motion carried (unanimous). The resolution was signed by all present board members.**

**APPROVE THE PERMANENT TAX RATE: Vice President Perisho made a motion to approve the permanent tax rate of .0004780 for the 2017-2018 Fiscal Year. Director Thurston seconded. No discussion. Motion passed (unanimous).**

### **Old Business**

- A. None**

**New Business**

- A. **ANNUAL MEETING:** The annual meeting will be Tuesday, July 25<sup>th</sup> at 12:30p.m. This is a requirement for being a Rural Health Clinic (RHC) under Medicare rules. District Administrator Blagg asked if any Board member would be available to attend. Director J. Mason stated she could be present for this meeting.

**Good of the Order:**

- A. **SHERMAN SCHOOL SPRING SPORTS PROGRAM:** District Administrator Blagg gave the Board a copy of the Sherman School Spring Sports Program for review. The Clinic's advertisement is on page 16.

**Executive Session: ORS 192.660(2): (h) Legal Rights:** The Board entered into executive session at 6:40 p.m.

The Board came out of executive session at 6:49 p.m.

**Good of the Order (continued):**

- A. **THANK YOU:** Vice President Perisho expressed thanks to President Hocter for his years of time and dedication to the Health District. A card and \$50 gift card to Fred Meyer was presented to President Hocter. President Hocter stated that it was a good 10 years. All the Board members expressed their thanks to President Hocter.

**Adjourn**

**Meeting Adjourned at 6:52 p.m.**

The next Board Meeting will be on Thursday, July 13<sup>th</sup>, 2017 at 6:00pm, in the Administration Office.

Respectfully submitted,  
Caitlin Blagg  
District Administrator

Absent  
Board President  
Bert Perisho

Wm. P. Thurston  
Director  
Wm. P. Thurston

Absent  
Vice-President  
Jayme Mason

Curt Mason  
Director  
Curt Mason

Janice Strand  
Director  
Janice Strand

7/13/2017  
Date