

Sherman County Health District Board of Directors Meeting Minutes

Regular Board Meeting

February 8th, 2018

Moro, Oregon

Present:

Board Members: President Bert Perisho, Vice President Jayme Mason, Director W.P. Thurston, Director Curt Mason (absent), Director Janice Strand

Staff: Mark Corey, FNP; Caitlin Blagg, District Administrator

Visitors: None

Call to Order: President Perisho called the meeting to order at 5:31 p.m.

Visitor's comments on agenda items (Discussion to be regarding agenda items only): None

Consent Items

- A. **REGULAR MEETING MINUTES:** After reviewing the minutes from the January 2018 Board meeting, **Director Thurston 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 January 2018 was \$308,742.96. Also presented was a Profit & Loss statement for January 2018. The check register for December was gone over to explain some of the different costs. **A motion was made by Vice President J. Mason to accept the financial report. Director Thurston seconded. No discussion. Motion carried (unanimous).** The Directors all decided it was no longer necessary to have the end-of-business balance given during this report.

- C. **PATIENT REPORT:** The patient report for January 2018 was given to the Board members for review. Average patient per day number was 7.52. Average number of Medical Assistant visits per day was 4.62. 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

- **Mark Corey, FNP:** Mark discussed some frustrations with the EOCCO LCAC (Eastern Oregon Coordinated Care Organization Local Community Advisory Committee).

- **Caitlin Blagg, District Administrator:** Ms. Blagg asked the Board Members if they were interested in having Rob Mills, Special Districts Association of Oregon, to come back and do another Board Practices Assessment. The Board agreed that they feel this assessment would be more appropriate at a later date. The last BPA was completed about 2 years ago

and it was agreed to let more time pass until another is done. If the Board feels that issues arise, they will ask Ms. Blagg to set up a meeting.

Ms. Blagg gave each Board Member a copy of a purposed grant being submitted by Mid-Columbia Center for Living for a Sherman County Wellness Campaign. She also discussed the AFIX grant that North Central Public Health wanted to apply for. The Health District opted not to participate in this grant at this time.

Old Business

- A. None

New Business

- A. **APPOINT BUDGET OFFICER FOR 2018-2019:** Director Thurston made a motion to appoint District Administrator Caitlin Blagg as the budget officer for the 2018-2019 budget year. Vice President J. Mason seconded. No discussion. Motion carried (unanimous).
- B. **FY 2018-2019 COLA INCREASE:** District Administrator Blagg asked the Board if they would like to have a COLA increase for each employee. Following the way things have been done in the past, Ms. Blagg checked with Debbie Hayden, Finance Director of Sherman County who informed her that the County has not yet discussed COLA increases for 2018-2019. Ms. Hayden thought this would be discussed at the next Court meeting. The Board asked for this agenda item to be tabled until the March meeting after finding out what the County plans to do for their employees. District Administrator will add this topic to the agenda for March.
- C. **INCREASE MONATARY AMOUNT ALLOCATED FOR EMPLOYEE INSURACE:** District Administrator Blagg discussed a handout regarding employee health insurance. Currently all employees are paying for part of their insurance because the rates increased in 2018 and were higher than anticipated and did not fit into the current budget. Currently employees are covered up to \$750 per month. Ms. Blagg's suggestion is to increase the amount to \$1,000 per employee so we do not have to revisit this topic for a couple years. Vice President J. Mason made a motion to increase the amount allocated for Employee Insurance to \$1000 per month. Director Strand seconded. No discussion. Motion carried (unanimous).
- D. **HAZARD VULNERABILITY ASSESSMENT WORKSHEET:** District Administrator Blagg discussed the Hazard Vulnerability Assessment (HVA) that was recently completed. There was some discussion about an MCI (Mass Casualty Incident) and if that needed to be rated higher. Ms. Blagg explained that her reasoning was that the historical data for MCI's in the County have not had any effect on the Clinic. EMS services, ODOT, and LifeFlight have all been affected by MCI events, but not the Clinic. The Board agreed with Ms. Blagg's assessment and decided not to make any changes.
- E. **CONTRACT NEGOTIATIONS PER CURRENT CONTRACT FOR FNP AND SUPERVISING PHYSICIAN:** The Board asked Mark Corey, FNP if he wanted anything in his contract changed. He said he recently reviewed his contract and was happy with it and happy with his compensation rate. The Board discussed doing an evaluation on Mark Corey and Dr. Dillon. Vice President J. Mason will oversee organizing the evaluation for the two providers. The Board asked District Administrator Blagg to check in with Dr. Dillon and ask if she had any contract concerns. Ms. Blagg stated she would ask Dr. Dillon.

Good of the Order:

A. None

Adjourn

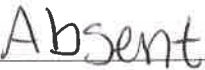
Meeting Adjourned at 6:18 p.m.

The next Board Meeting will be on Thursday, March 8th 2018 at 5:30 pm, in the Administration Office.

Respectfully submitted,
Caitlin Blagg
District Administrator



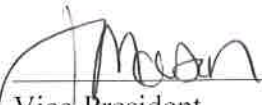
Board President
Bert Perisho



Director
Wm. P. Thurston



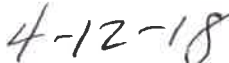
Director
Janice Strand



Vice-President
Jayme Mason



Director
Curt Mason



Date