

Sherman County Health District
Board of Directors Meeting Minutes

Regular Board Meeting

May 10th, 2018
Moro, Oregon

Present:

Board Members: President Bert Perisho, Vice President Jayme Mason, Director Curt Mason,
Director Janice Strand

Staff: Caitlin Blagg, District Administrator

Visitors: None

Call to Order: President Perisho called the meeting to order at 5:50 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 April 12th, 2018 Regular Board meeting, **Vice President J. Mason made a motion to accept the minutes as written. Director C. Mason seconded. No discussion. Motion carried (unanimous).**

- B. **SPECIAL MEETING MINUTES:** After reviewing the minutes from the April 20th, 2018 Special Board meeting, **Vice President J. Mason made a motion to accept the minutes as written. Director C. 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 April 2018 was \$252,810.29. Also presented was a Profit & Loss statement for April 2018. The check register for April was gone over to explain some of the different costs. **A motion was made by Director C. Mason to accept the financial report. Director Strand seconded. No discussion. Motion carried (unanimous).**

- D. **PATIENT REPORT:** The patient report for April 2018 was given to the Board members for review. Average patient per day number was 6.44. Average number of Medical Assistant visits per day was 3.41. 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:** Mr. Corey was not present. No report given.

- **Caitlin Blagg, District Administrator:** Ms. Blagg did not have a report this month as her report items will be discussed in other agenda items.

Old Business

- A. **PROVIDER RECRUITMENT UPDATE:** District Administrator Blagg gave a brief update on the provider recruitment activities. The job is posted on the Clinic’s website. Ms. Blagg is working on getting the job posting posted on 3RNet. We did have one NP from Hood River stop by under the advice of Dr. Dillon. She was possibly interested in vacation coverage/part time work. We also received the resume of a PA who was interested only in part time coverage. We have not heard anything else from Medicare or Sen. Wyden’s office.

- B. **FAMILY FAIR UPDATE:** The Family Fair will be on June 7th from 4:00-6:30pm at the Moro City Park. The Clinic will have goodie bags for kids and some advertisement items for adults. The Clinic will also be bringing a cornhole game for people to play.

- C. **CAHPS SURVEY UPDATE:** District Administrator Blagg has sent the CAHPS surveys that have been returned to GOBHI to have them analyzed. So far about 25% have been returned.

New Business

- A. **EMPLOYEE EVALUATIONS UPDATE:** District Administrator Blagg has completed all employee evaluations. Betsy von Borstel has completed her probationary period and is now a full-time permanent employee. All eligible employees received a raise.

- B. **ADDENDUM TO MEDICAL SERVICES AGREEMENT – SUPERVISING PHYSICIAN:** Dr. Kristen Dillon wrote an addendum to her contract for the extra hours she is spending in the clinic providing medical services. President Perisho read the addendum aloud. **Vice President J. Mason made a motion to accept the Addendum to Medical Services Agreement – Supervising Physician as presented. Director Strand seconded. Motion carries (unanimous).**

Good of the Order:

- A. None

Executive Session: ORS 192.660(2): (i) Personnel

The Board entered Executive Session at 6:01 pm.

The Board came out of Executive Session at 6:04 pm.

Vice President J. Mason made a motion to give District Administrator Blagg a step increase to become a Step 3 employee effective July 1, 2018. Director C. Mason seconded. Motion carried (unanimous).

District Administrator Blagg thanked the Board for her step increase

Adjourn

Meeting Adjourned at 6:07 p.m.

The next Board Meeting will be on Thursday, June 14th, 2018 at 5:30 pm, in the Administration Office. This meeting will begin with the Budget Hearing.

Respectfully submitted,
Caitlin Blagg
District Administrator

Via Telephone

Board President
Bert Perisho

Curt Mason

Director
Curt Mason

Mason

Vice-President
Jayme Mason

Janice Strand

Director
Janice Strand

7-12-18

Date