

Sherman County Health District Board of Directors Meeting Minutes

Regular Board Meeting

November 12th, 2020
Moro, Oregon

Present:

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

Staff: Dr. Tracy Willett, Supervising Physician; Caitlin Blagg, District Administrator

Visitors: Taylor Muenchow

Call to Order: Vice-President Mason called the meeting to order at 5:30 p.m.

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

New Business

- A. **PROVIDER CANDIDATE:** The Board held a discussion with Taylor Muenchow. Ms. Muenchow is the potential Physician's Assistant candidate to fill the open provider position. No action was taken.

Consent Items

- A. **REGULAR MEETING MINUTES:** After reviewing the minutes from the October 8th, 2020 Regular Board meeting, **Director Cornie made a motion to accept the minutes as written. Director Strand seconded. No discussion. Motion carried (unanimous).**
- B. **SPECIAL MEETING MINUTES:** After reviewing the minutes from the October 27th, 2020 Special Board meeting, **Director Cornie made a motion to accept the minutes as written. Director Strand 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 October 2020 was \$217,183.61. Also presented was a Profit & Loss statement as of October 2020. The check register for October was gone over to explain some of the different costs. **A motion was made by Director Strand to accept the financial report for October 2020. Director Cornie seconded. No discussion. Motion carried (unanimous).**
- D. **PATIENT REPORT:** The patient report for October 2020 was given to the Board members for review. Average patient per day number was 7.23. Average number of Medical Assistant visits per day was 12.15. 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. **Christina Rust DPT, PT, MS, PA-C:** No Report
- B. **Dr. Tracy Willett, MD, Supervising Physician:** No Report
- C. **Caitlin Blagg, District Administrator:** Ms. Blagg did not give a report as her report would be covered in other agenda items.

Old Business

- A. **COVID-19 UPDATE:** The Clinic has been using the BinaxNow Rapid Covid-19 Ag tests. We received these tests from North Central Public Health Department, so we are following their guidelines for using these tests.

New Business

- A. **PROVIDER RECRUITMENT UPDATE:** Ms. Blagg opened a discussion with the Board about where they would like to go in terms of recruitment. The Board has met with two potential candidates and Ms. Blagg has one more scheduled to meet with Dr. Willett. Ms. Blagg also went over the budget and different options for coverage. The Board asked to schedule a Special Meeting after the third candidate meets with Dr. Willett to figure out our options.
- B. **PROVIDER HOUSING INVESTMENT:** Ms. Blagg explained that she has sent documents over to Amy McNamee at Bank of Eastern Oregon and is waiting to hear back about a housing loan. Ms. Blagg has been in contact with Connie Thomasian of Windermere Real Estate about different opportunities in Sherman County. The search for a property to be used as provider housing will continue.
- C. **NEW FLOORING:** Ms. Blagg shared that the COVID funds we received could be used towards clinical improvements that increase infectious control measures. One area that would qualify for this is to remove the existing carpet and replace the flooring. Ms. Blagg has asked for quotes from two local flooring companies. Oliver Floor Covering has sent a quote for \$17,650.00 and we are still waiting for a quote from Gary Denny Flooring.
- D. **SURPLUS – REFRIGERATOR AND MINI FREEZER:** Ms. Blagg explained that a new medical grade refrigerator and freezer unit was recently purchased so the mini freezer and refrigerator need to be put on a surplus list. **Director Strand made a motion to surplus the refrigerator and mini freezer. Director Cornie seconded. No discussion. Motion carried (unanimous).**
- E. **CEDS PRIORITY LIST:** Ms. Blagg explained that the County is looking for additions to the Community Economic Development Strategy list. The Board said they will email any ideas to Ms. Blagg and she will submit to Georgia Macnab at the Planning office.
- F. **INFECTIOUS CONTROL POLICY:** Due to the length of the meeting, this topic was tabled until December 2020.

Good of the Order:

A. Director McArthur stated that he is still attending the LCAC meetings.

Future Agenda Items:

- Billing Position

Adjourn


Director Cornie made a motion to adjourn the meeting. Director McArthur seconded. Meeting Adjourned at 7:38 p.m.

The next Board Meeting will be on Thursday, December 10th, 2020 at 5:30 pm, in the Administration Office.

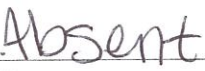
Respectfully submitted,
Caitlin Blagg
District Administrator



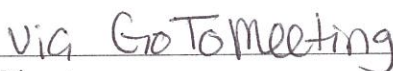
Board President
Bert Perisho



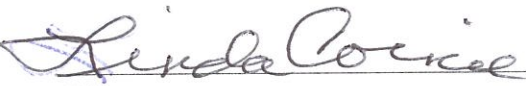
Vice-President
Jayme Mason



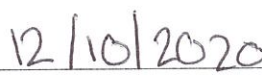
Director
Janice Strand



Director
Mike McArthur



Director
Linda Cornie



Date