

Sherman County Health District  
Board of Directors Meeting Minutes

Regular Board Meeting

October 14, 2021  
Moro, Oregon

**Present:**

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

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

**Visitor:** Al Barton, Interim Director of Center for Living

**Call to Order:** Vice-President Mason called the meeting to order at 5:31 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 9<sup>th</sup>, 2021, Regular Board meeting, **Director Cornie made a motion to accept the minutes as written. Director McArthur seconded. No discussion. Motion carried (unanimous).**

**New Business:**

- A. **CENTER FOR LIVING:** Al Barton, Interim Director for Center for Living, discussed some of the hardships CFL has been having in providing services in Sherman County. Discussion was held about barriers to recruiting and retaining mental/behavioral health professionals including provider burn out, lucrative other options (telehealth services), housing issues, and lots of 'red tape' in the medical fields. Mr. Barton and the Board discussed the different possibilities of how to work collaboratively to bring mental/behavioral services back to Sherman County. Next steps include seeing what the volume would be county wide, getting community partners together for a discussion meeting, reviewing and analyzing data, and looking into traditional health workers. **Director McArthur made a motion to authorize District Administrator Caitlin Blagg to work with Al Barton from Center for Living and other community partners to continue the mental/behavioral health discussion. Director Mason seconded and offered to be involved in the discussions and help facilitate some meetings. No discussion. Motion carried (unanimous)**

**Consent Items (Continued)**

- B. **SPECIAL MEETING MINUTES:** After reviewing the minutes from the September 28<sup>th</sup>, 2021, Special Board meeting, **Director McArthur made a motion to accept the minutes as written. Director Cornie 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 September 2021 was \$266,921.17. Also presented was a Profit & Loss statement as of September 2021. The check register for September 2021 was gone over to explain some of the different costs. **A motion was made by Director McArthur to accept the financial report for August 2021. Director Cornie seconded. No discussion. Motion carried (unanimous).**
- D. **PATIENT REPORT:** The patient report for September 2021 was given to the Board members for review. Average patient per day number was 7.29. Average number of Medical Assistant visits per day was 8.58. 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. **Dr. Tracy Willett, MD, Supervising Physician:** Dr. Willett further emphasized the need for mental/behavioral health services and talked about how Erin Haines, PA-C is currently utilizing the OPAL program through OHSU for urgent evaluations. Dr. Willett also discussed the EHR system and how it made fiscal sense to keep it, but there are more comprehensive EHR systems available that would better serve our needs.
- B. **Caitlin Blagg, District Administrator:** District Administrator stated that since the Clinic has been short staffed since the second week of August and she and Betsy have been covering the front desk, smaller tasks have been put off, including the notes to review from the work session. She will make sure to have those for the November meeting as well as the audit documents.

#### **Old Business**

- A. **COVID-19 UPDATE:** District Administrator Blagg stated that the Clinic had recently been cleared to receive monoclonal antibodies and we would have them in stock soon.
- B. **PROPERTY PURCHASE:** District Administrator Blagg presented the Board with a draft offer letter for the purchase of the property at 109 Scott Street, Moro. **Vice President Mason made a motion to approve the offer letter with changes as discussed. Director McArthur seconded. No discussion. Motion carried (unanimous).**

#### **New Business**

- B. **CENTRAL OREGON CRUB RAMPS PHASE 2 PROJECT:** District Administrator Blagg presented materials from HDR, Inc regarding the Central Oregon Curb Ramps Phase 2 project. President Perisho went into more detail about what this project is all about. The proposed project will redo all the walking easements/curbs along Highway 97. They will need to use part of our property to redo the curbs on the corner of the block and they will need to use some of our sidewalk and parking lot. **Director McArthur made a motion to authorize signing authority to District Administrator Blagg and President Perisho to**

comply with ADA ramps project. Vice President Mason seconded. No discussion. Motion carried (unanimous).

**Good of the Order:**

- A. **LETTER FROM PATIENT:** District Administrator Blagg presented President Perisho with a letter from a patient. The letter was read into the minutes. The Board praised the work of the Clinic staff and mentioned that they would like to do something extra for the staff at Christmas time.
- B. **THANK YOU CARD:** President Perisho read into the minutes a thank you card from Shawn Payne for the donation to the Emergency Services Volunteer Fund in memory of Jim Payne.

**Future Agenda Items:**

- Billing Position

**Adjourn**

**Director Cornie made a motion to adjourn the meeting. Director Strand seconded. Meeting adjourned at 6:25 p.m.**

The next Board Meeting will be on Thursday, November 18<sup>th</sup>, 2021, at 5:30 pm, in the Administration Office.

Respectfully submitted,  
Caitlin Blagg  
District Administrator



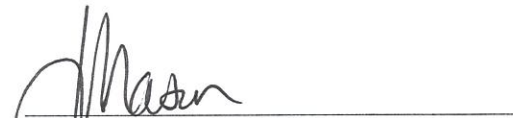
Board President  
Bert Perisho



Director  
Janice Strand



Director  
Linda Cornie



Vice-President  
Jayme Mason



Director  
Mike McArthur

11/18/2021

Date