

Sherman County Health District Board of Directors Meeting Minutes

Regular Board Meeting

May 9, 2024
Moro, Oregon

Present:

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

Staff: Caitlin Blagg, District Administrator

Visitor: Susie Johnson

Call to Order: President Perisho called the meeting to order at 5:45 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 April 11th, 2024, Regular Board meeting, **Director McArthur made a motion to accept the minutes as written. Director Cornie 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 April 2024 was \$665,790.41. Also presented was a Profit & Loss statement as of April 2024 and year-to-date budget vs actual report. The check register for April 2024 was gone over to explain some of the different costs. **Director Strand made a motion to accept the financial report for April 2024. Director McArthur seconded. No discussion. Motion carried (unanimous).**

- C. **PATIENT REPORT:** The patient report for April 2024 was given to the Board members for review. The average provider patient per day number was 8.35 and the average number of Medical Assistant visits per day was 4.88. 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

Caitlin Blagg, District Administrator: District Administrator Blagg let the Board know that Bridget Whitaker's first day will be Monday, May 13th. The staff is looking forward to having Ms. Whitaker here.

Ms. Blagg informed the board that she will be working on reviewing and revising the employee handbook. It was last updated in 2017 and needs to be reviewed and updated.

The switch from Meriplex to Direct Line IT is currently happening. It has been a slightly frustrating process because Meriplex seems to be dragging their feet.

Ms. Blagg has started updating trainings and policies with the Compliance Group through The Guard. This program will be very helpful in keeping us up-to-date with HIPAA and OSHA compliance.

The Clinic staff is planning a retirement lunch for Jerri on June 10th. Her last day will be June 14th and she will take vacation time until July 11th.

Old Business

- A. **109 SCOTT STREET:** District Administrator Blagg informed the Board that the house has been rented to a family that works at Azure.

New Business

- A. **SDAO/SDIS PUBLIC MEETING TRAINING:** Ms. Blagg told the Board this training will be postponed until the training though SDAO has been approved by the State and SDAO is able to release it. SDAO will send notice once it is approved and released.

Good of the Order:

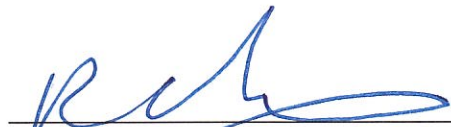
There was a discussion about if Mid-Columbia Center for Living has moved into the apartment spaces. They have not, but they are still paying rent.

Adjourn


Director Strand made a motion to adjourn the meeting. Director Cornie seconded. The meeting was adjourned at 6:09 p.m.

The next Board Meeting will be on Thursday, June 13th, 2024, at 5:30 pm, in the Administration Office.


Respectfully submitted,
Caitlin Blagg
District Administrator



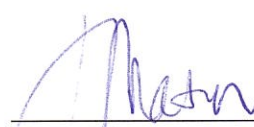
Board President
Bert Perisho




Director
Janice Strand



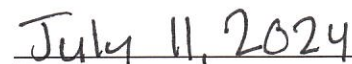
Director
Linda Cornie



Vice-President
Jayme Mason



Director
Mike McArthur



Date