

# Sherman County Health District Board of Directors Meeting Minutes

Regular Board Meeting

February 10, 2022  
Moro, Oregon

## **Present:**

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

**Staff:** Caitlin Blagg, District Administrator

**Visitor:** None

**Call to Order:** President Perisho called the meeting to order at 5:37 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 January 13, 2022, Regular Board meeting, **Director McArthur 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 2022 was \$340,500.55. Also presented was a Profit & Loss statement as of January 2022. The check register for January 2022 was gone over to explain some of the different costs. **A motion was made by Director McArthur to accept the financial report for January 2022. Director Cornie seconded. No discussion. Motion carried (unanimous).**
  
- C. **PATIENT REPORT:** The patient report for January 2022 was given to the Board members for review. Average patient per day number was 6.13. Average number of Medical Assistant visits per day was 8.07. 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. **Caitlin Blagg, District Administrator:** District Administrator stated that most of her report would be covered in other agenda items.

### **Old Business**

- A. **COVID-19 UPDATE:** District Administrator Blagg informed the Board that the Clinic has seen a dramatic decline in in-house Covid testing, due to the widely available in-home test kits. Test kits are available at the clinic at no cost. We will continue to offer Covid immunizations to kids ages 5-11 on an as-needed basis, as well as monoclonal antibodies to individuals who qualify. Recently the Clinic was able to obtain some

Paxlovid, an antiviral, shown to be effective against Covid. Those will be dispensed to patients based on symptomology.

- B. PROPERTY PURCHASE:** District Administrator Blagg, at the request of the Board, presented a detailed outline of what the expected costs would be to maintain the property at 109 Scott Street. In total, Ms. Blagg estimates that it will cost the Clinic \$1,938 per month in up-keep costs. The Board discussed renting the property for between \$1,700-\$1,900/month. The Board discussed items to include in the rental agreement including: No smoking/vaping, no pets, renter will be responsible for lawn maintenance/snow or ice removal, District can do a walkthrough every 6 months, will be used for provider housing if necessary, District responsible for stove, refrigerator, heating/AC, dryer/washer not provided. President Perisho will bring down a copy of the rental agreement he uses. Ms. Blagg will reach out to all the City Halls in the County, the School District and Mid Columbia Producers to tell them we have housing available. **Director McArthur made a motion to rent or lease the property at 109 Scott Street with the provisions discussed for \$1,800/month. Director Cornie seconded. No discussion. Motion carried (unanimous).**

#### New Business

- A. 2022 HAZARD AND VULNERABILITY ANALYSIS:** District Administrator Blagg presented the Board with the 2022 Hazard and Vulnerability Analysis. This is an annual analysis done as part of the District's Emergency Preparedness Procedures. No meaningful change from 2021.
- B. PHARMACY STATUS:** District Administrator Blagg informed that the Oregon Board of Pharmacy recently made some changes to how smaller clinics can operate their in-house pharmacies. The Clinic is currently a SPDO, and this type of pharmacy has been discontinued. Because of the small amount of pharmacy items we carry, we will be able to be an unlicensed pharmacy and continue as we have been.

#### Good of the Order:

- A.** Ms. Blagg provided the Board with a list of upcoming SDAO training sessions. She will email the Board a copy of the list.
- B.** Martha McInnes, Clinical Programs Supervisor with North Central Public Health District, asked about ways in which NCPHD can provide more direct service outreach in Sherman County. She asked which community partners would be important to include in this discussion. The Board asked if Ms. Blagg would ask Ms. McInnes to come to the next Board meeting.
- C.** Ms. Blagg has a meeting with Al Barton from Center for Living on Friday to continue the discussion of getting behavioral health services in the County.

#### Future Agenda Items:

- Billing Position

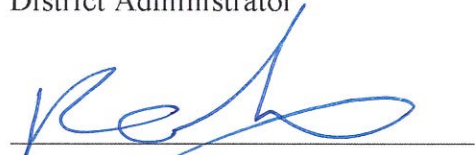
#### Adjourn



**Director McArthur made a motion to adjourn the meeting. Director Cornie seconded. Meeting adjourned at 6:39 p.m.**

The next Board Meeting will be on Thursday, March 10<sup>th</sup>, 2022, at 5:30 pm, in the Administration Office.

Respectfully submitted,  
Caitlin Blagg  
District Administrator



Board President  
Bert Perisho

Absent


Vice-President  
Jayme Mason



Director  
Janice Strand

Via Telephone

Director  
Mike McArthur



Director  
Linda Cornie

March 10, 2022

Date