

# Sherman County Health District Board of Directors Meeting Minutes

Regular Board Meeting

September 9, 2021  
Moro, Oregon

## Present:

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

**Staff:** Caitlin Blagg, District Administrator

**Call to Order:** President Perisho called the meeting to order at 5:32 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 August 12<sup>th</sup>, 2021, Regular Board meeting, **Director Strand made a motion to accept the minutes as written. Vice President Mason 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 August 2021 was \$292,815.21. Also presented was a Profit & Loss statement as of August 2021. The check register for August 2021 was gone over to explain some of the different costs. **A motion was made by Vice President Mason to accept the financial report for August 2021. Director Strand seconded. No discussion. Motion carried (unanimous).**
- C. **PATIENT REPORT:** The patient report for August 2021 was given to the Board members for review. Average patient per day number was 7.65. Average number of Medical Assistant visits per day was 7.00. 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. **Erin Haines, PA-C:** No report, but will be present at the October 9<sup>th</sup> Work Session and will have items to discuss.
- B. **Dr. Tracy Willett, MD, Supervising Physician:** No report
- C. **Caitlin Blagg, District Administrator:** The annual financial audit is nearly complete and will be discussed at the October meeting.

## Old Business

- A. **COVID-19 UPDATE:** We tested 59 people in August and 16 were positive for COVID. That's a 27% positivity rate. Booster doses have not been approved yet, but when they are, NCPHD is likely going to start offering COVID vaccine at our clinic on Fridays. The Health District did work in conjunction with OHA, NCPHD and Sherman County School to set up a vaccine clinic last Friday, September 3<sup>rd</sup>. 14 people attended that clinic.
- B. **SCHEDULE A WORK SESSION:** The Work Session will be on October 9<sup>th</sup> beginning at 9am. District Administrator Blagg asked the Board if they had any specific items to add to the agenda. The meeting will take approximately 3 hours.
- C. **OPEN HOUSE:** Ms. Blagg is still planning on holding an open house on September 18<sup>th</sup>. She wanted to know what the boards thoughts were on food/beverages considering the masking requirements. Due to the current pandemic, and the inability to host an event the way we would like to, the decision was made to cancel the open house and to continue brainstorming ideas for community engagement activities.

## New Business

- A. **LCAC REPORTS:** Director McArthur asked for this report to be reviewed but was absent for this meeting so his questions/concerns could not be directly addressed. Ms. Blagg gave a basic overview of the measures EOCCO was focusing on and explained that our numbers are very low, so it makes it hard for us to meet the metrics. Ms. Blagg is happy to review the data with Board Members to help them understand. Director Strand asked for reports for all other EOCCO counties and Ms. Blagg directed her to the EOCCO for Providers website. Director Strand will spend some time looking into the website and may attend the next LCAC meeting to gather more information.
- B. **LETTER FROM PATIENT:** District Administrator Blagg presented President Perisho with a letter from a patient. Ms. Blagg will respond to the letter.
- C. **GOVERNOR'S MANDATE:** President Perisho stated that the Board needed to support both employees who chose to receive the COVID-19 vaccine and those who chose not to receive the vaccine. Vice President Mason will send the exemption forms to Ms. Blagg for employees to fill out as requested.

## Good of the Order:

### 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, October 14<sup>th</sup>, 2021, at 5:30 pm, in the Administration Office.


Respectfully submitted,  
Caitlin Blagg  
District Administrator

  
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Board President  
Bert Perisho

Via Go To Meeting  
\_\_\_\_\_  
Vice-President  
Jayme Mason

Absent  
\_\_\_\_\_  
Director  
Janice Strand

Via Go To Meeting  
\_\_\_\_\_  
Director  
Mike McArthur

  
\_\_\_\_\_  
Director  
Linda Cornie

October 14, 2021  
\_\_\_\_\_  
Date