**North Gilliam County Health District**

**Time: March 20, 2023 - 6:00 PM Pacific Time**

**Board Members Present: Ron Cecil, April Aamodt, Kolten Boethin, Grant Wilkins, Denny Newell**

**NGCHD Employees Present: Carrie Schadewitz, David Anderson**

**Guests Present: Todd Terp, IT Solutions: Jacob, Seriphem, and Joe. John Myers from Arlington TV CO OP. Pat & Leah Shannon**

**Call to Order** – Ron Cecil

**Consent Agenda**

**Minutes-** Any additions or changes needed? **Denny-** We have two sets of minutes. **Carrie-** Yes, on the 17th of March, there was a call into the office to have the minutes updated.

**Ron-** Motion to approve the minutes as read and seconded, all those in favor, Aye. **MOTION PASSED.**

**Financial Report- Discussion**

**Denny-** Look at the P&L(Profit and Loss) , on page 1 of the P&L, about halfway down on the page, we show that we have earned ninety-four hundred dollars, and this shows budgeted 0, but in fact our budget is six thousand. So, we need to make that notation. Then as far as I know we have five operating funds. Our interest is spread over six. Can you tell me about that?

**Carrie-** Yes, I met with David Barnett, our auditor with Barnett and Morrow. I talked with him about this concern, and he said the operations contingency fund was created in the 2020-2021 fiscal year. The general ambulance fund and the general fund are the same fund that has been split, but they are still the same fund. **Denny-** My read on this is 4104 does not exist, Interest General for ambulance. **David-** Up until my knowledge stopped, it didn’t exist it just appeared.

Email attached to minutes- **Carrie-** waiting for more clarification, looked at previous three years.

**Denny-** On the next page, 5108- Payroll Expenses, we don’t have a budget for payroll expenses, my suggestion is to either make it part of the administrative expense, **Carrie-** That has been corrected. Denny- ok so that won’t show up next time. **Carrie**-no.

**Denny-** The other one is that ambulance, on page three. Dept service on that, remember we said we were going to pay off that ambulance, so we didn’t have the accumulated interest. We asked the bank what is the pay off and they gave us a number. We added that into the budget and we paid it off. Yet they charged us interest. **Carrie-** I will look into that more, but I know that the interest was only around $28.72. It was very minable.

**Ron-** Motion to approve the Financial Report, Denny- 2nd, All those in favor? AYE, **MOTION PASSED**

**Public Comment**

The NGCHD board members will hear public comment on listed and or unlisted agenda items. Public comment is limited to (5) minutes per guest.

**Ron**- At this time we’re going to accept public comment- Any comment? NO Public Comment.

**Ron-** Now we are going to do something a little different tonight, we are going to skip to the new business first.

**Other Business not on Agenda:**

**Arlington TV CO OP- John Meyers**

**Ron-** I asked John from the Arlington TV CO OP to come tonight and explain the process on the generators that we’re looking at and possibly purchasing, and grants information.

**John-** The county grants are open for capital improvements; this is a good time. I was more interested in what we were doing for generators, because at one point we looked at doing the generators between the two buildings. The TV CO COP and the ambulance. That didn’t go through. So now its time to maybe revisit this again. I have given April the CO OP’s original estimates we had from hire electric when we put our building in and were doing all of that. It depends on what expansion you guys are looking at, and what size generator we’re going to need. On my end, the usage has dropped considerably. I’m for having a generator and figuring out the cost to split between the two. I have no problem with that.

**Ron-** The grants, are they a matching grant or how exactly do those work? **David-** 35%. **John-** Yes, I think there’s a match to it. **Ron-** We would pay 35% and the rest grant. **David-** Yes.

**Pat:** I believe the new capital grant structure is for housing, daycare and maybe internet only. Because we’re going to run into the near future pitching of the sip funds lining out. To focus on the initiatives that the country’s got planned. You might check I’m a little confused, there’s operational and a support grant. More discussion of this goes on. **Denny-** Maybe charge David to explore further to see if we are in the ballpark at all with this and make a submission. Grant- Do we have an estimate or anything at all? **David**-We were going around the number of 20 to 30 thousand. **Ron-** I would like you, David, to bring a few estimates on generators and bring it to the next meeting to discuss. **David-** We need something now for the doors at the ambulance hall in case the power goes out. **Discussion** of getting a smaller generator for the time being.

**New Business**

1. **Asbestos Survey Report – Steve Paulsen-VIA Phone**. **Steve**- We found asbestos 5000 sq ft total. Recommendation to remove flooring clear to the concrete. At least in the rooms you plan on remodeling. **Carrie-** In the exam rooms, lobby, and back rooms your recommendations would be the same. **Steve-** Yes. Only the floors have asbestos. Questions? **Ron-** on this remodel we are trying to do is it only that room we have to remove the asbestos from? **Steve**-Yes. **Ron**- Do you know what the cost would be to remove it from that room? **Steve**- Estimate maybe 12 to 15 thousand. **Carrie-** Any more questions for Steve? NO. **Carrie-** Thanks Steve for taking the time to answer the boards questions. **Steve-** Yep, thank you. **Leah-** The city of Condon is getting ready to do an asbestos abatement with the grade school that they are going to turn into apartments. I believe the city of Arlington is going to have an abatement done for the motel/hotel. The company that’s doing this may have more information and maybe you could possibly save some money there. And your disposal would be free through Waste Management. **Ron**- Any other comments on this? **Ron-** cost of removal of flooring. **Carrie-** I will work on that.
2. **IT Service Review- Jacob-** An overview of what we do. Came on board in 2016-2017.Secerity support. Backups. Domain Emails. Anti-virus software. Made changes three years later everything to the cloud.Got rid of the servers. Managing all computers.Same services for EMS side. Monitoring all systems. Staying on top of possible enhancements. Back up systems for everything. **April-** How quickly can you help if someone reaches out needing assistance? **Carrie-** They are phenomenal. **Steve-** Yeah, we try to give the best recommendations and point in the right direction, it is always up to the customer with what they want. **Ron-** So we are pretty much up to date and modern like everyone else, with services. Do you see any large expenditures in the future with upgrades? **Steve-** It could all be budgeted. Sometimes you’ll need new computers as they age out. Generally, in 3 to 5 years you want to replace them. We want to make sure to have the right technology and make sure everything is running efficiently as possible. **April-** Do we have a replacement schedule? **Seriphem**-No I don’t think we have put together a replacement schedule. Some of the computers are new. **Carrie**- they did alert us that Michele’s PC is getting ready to crash. **Seriphem-** We can make sure we get this all together. We monitor them, we will notify you if a computer needs to be replaced. Steven- Would you guys like a schedule? **April**- That would be nice especially budget wise, so we know when it’s coming. More discussion.

**Old Business:**

1. **Pilot Funds update- Speaker Pat Shannon:** With the Pilot program Avingrid came to us and requested, and promised a project if we did 5500 dollar per megawatt tax abatement, they are allowed 5500 to 7000, we negotiated with them for about three months. What we ended up doing with them is, they offered to do the 5500 and then they would do a 1500-megawatt community contribution which had to go to a tax-exempt entity. The Port of Arlington and Gilliam County Soil and water containment District. A little under a million bucks. One time. To utilized to do something with. **Lengthy discussion on this program.**

**Update-**

**Clinic Report-** Everything is going well. Website is live. Question for streamline- Does it capture how many times its viewed. Carrie will look into that. Agendas and minutes will be posted onto the website. Questions? No

**Medic Report-.** EMS truck incident discussion. Happened February 10th, 2023. SDAO needed more info. This is still being reviewed. Apparently, checks have been sent but it’s unclear to who. We have not billed anyone. According to State Farm Ins they have denied and finished their review and are in conversation with SDAO. Not a resolved issue at the moment. The truck is being repaired. **Ron-** Please get a copy of the police report.

**Old Business**

1. **Workshop update-** Two workshops. Carrie and David will continue to meet and regroup later with everyone. **Part of clinic report.**
2. **Scholarship update- David-** I’m going to make a flyer. There are two scholarships. 2 at $3000. Budget was 6000. For the medical field**.** Focused on patient care. Requirements: Application before the deadline, right now the deadline is **May 10th, 2023**. More discussion is had. Options of who would be able to get the scholarships. **Within the District, possibly renewable. 500-to-1000-word essay. Letter of recommendation. Brief one paragraph of what they intend to pursue and where they are going. No GPA requirement. GED will be acceptable. David-** Will email the flyer out. **Denny- have it put on the website. David-** Graduation is when winners will be awarded. A little bit more discussion on this.
3. **PERS Status Update- David-**Have copy of PERS contract. Copy to everyone. It’s already been approved in a previous meeting. **Ron-** The amount that the district was going to be paying has changed. We have learned that amount is **9.77%** in talking with PERS. It’s quite a difference in the amount of money. With TD Ameritrade our current **District Contribution is 6%.** That amounts to **$30,673** a year. If we go to **PERS at the 9.77% rate** the amount is **$ 49,947, a year. That’s an increase of $19,273 per year. Almost $20,000. In five years, that’s $100,000 more that the district will have to pay for retirement. David-Yes.**

**More discussion on PERS cost. Ron- We offer full medical, dental, and vision, not only for our employees but for their families and that’s a large bunch of money. We have one employee that has dependents, and it was around 40,000 dollars with retirement and the benefits last year. Denny- This is the way I look at this, recruiting/ recruiting replacements in the medical industry is really difficult to come by. We better have a carrot because a stick isn’t going to work. Carrie- I agree right now that the carrot is health insurance. Not only is my health insurance, medical, dental and vision being paid for, but my husband’s is and then if I had children they would be paid for as well. And other people who have children would be paid for until they are 26 years old. That’s huge, I don’t know of any other place that does that. Denny- for something to offer I would still go with PERS. 8.64% to 9.77% the difference would be around 9000 dollars. More discussion?? Talks about changing medical coverage and going with PERS. LONG conversation.**

**RON- Tabled to gather more information and discuss solutions. Before the new budget. Have Peter from PERS come to speak at a meeting with the employees present. David will reach out to Peter.**

**New Business**

1. **Budget Committee- Set up a time to meet for budget prep. Start the process for the new budget. Last year Denny worked with April, Carrie, and Tena. Carrie will send out an email with some dates and times to get this going.**

**Other Business not on Agenda:**

**Promotions for employees: The Board should not have to weigh in on what an employee is or isn’t doing, the Administrators have the responsibilities of promoting, demoting and managing. Employee Policies say to bring it to the board for approval. Denny- believes this micromanaging. Board- Discussion of policies language change. The board oversees the administrators. Handbook is being reviewed and worked on.**

**Anything else?**

**Meeting Adjourned.**

**Next Meeting scheduled for Monday, April 17, 2023**

**Adjournment**

Executive session may be called as needed in accordance with ORS.192.660 (i)

Agenda subject to change without prior notification.