**AGENDA**

**North Gilliam County Health District**

**BOARD OF DIRECTORS**

**April 17, 2023**

**Arlington City Hall**

**500 West First Street**

**Arlington, Oregon**

North Gilliam County Health District

**Time: April 17, 2023 - 6:00 PM Pacific Time**

**Present:** April Aamodt, Grant Wilkins, Kolton Boethin, Denny Newell via Zoom, Carrie Schadewitz, David Anderson, Tena Ferguson, Michele Guilliam Via Zoom, Christine Kieweg, Tiffany Wilkins, Peter Nielson, Jake Winship

**Call to Order** – By April Aamodt

**Consent Agenda**

**Minutes-** Motion to approve minutes with changes- add that the NGCHD Board all agrees that the budget committee will be, the NGCHD board of directors. Motion made and 2nd All in Favor, MOTION PASSES

**Financial Report-- no motion**

**PERS:** Peter Neilson and Jake Winship are both here via zoom to talk about PERS.

-Confirmed that the contribution by the district would cost the district 9.77% per employee.

-Employee contribution would be 6% to an IAP. Peter states yes, that employees would have to contribute the 6%. -Jake states that the 6% is not optional, it does have to be made-Employer could pick that up if they elected to do so.-Peter to arrange meeting with employees with Carrie. For all employees of the district.

- PERS Topic tabled for now.

**Public Comment**

NO Public Comment

**Update**

**Clinic Report-** **Attached to minutes.**

Carrie **-**I attended SDAO Risk Management and Emergency Disaster Preparedness March 22nd in Boardman and will be attending the upcoming SDAO Human Resources Regional Training on May 3rd in Pendleton.

**-**I have requested three abatement quotes for the remodel project at the clinic. So far only one company has responded, Nick with Alpine Abatement. I have reached out to the Port to find out which abatement company they will be using for the school in Condon.

**-**I’ve met with Sydney with Fuel the Fight Fitness, who is a personal trainer. We discussed equipment that would be universal for physical therapist services and her personal trainer services. As you know the goal is to make the back of the clinic amendable for outpatient services. Services: Physical therapy, occupational therapy, Chiropractic services, Acupuncture, massage therapy, and Aesthetic services. The goal comes down to bringing new services here for the community.

-**Changes within the clinic-** The chart room has been moved to the office that was Mary’s office. We are still in the process of scanning many charts into the electronic health record system to make more space and have all the records in one location. Big project.

-David has requested Mary’s desk for the EMS Hall along with the Boardroom table, the iStat machine and Sheldon equipment. They are ready to be relocated to the EMS Building.

**Clinic outreach-** Visited other primary care clinics. Was able to get information on pharmaceutical representatives that provide free samples to clinics.

* I have contacted nine reps and have set up some appointments with Joyce.
* Free samples will be provided like Eliquis, Jardiance and others. Then those will be provided to the patients as needed free of charge.

**New lab services-** The clinic has switched to Quest Diagnostics for lab services. They can be interfaced with our EMR system.

**Medic Report**-

-Appointing Coordinator for EMS Vehicles, this is a contract job. Brian Foster will be the Vehicle Coordinator. -300 a month, contract.

-EMR Course next fall at the school. 1 hour a day through a full semester, and there has been interest in this course. It is a done deal.

- EMT Course. We will save a lot of money having the EMT course here in Arlington.

-Getting approval from the state for the courses, David has them already.

- David- Question on selling comp and vacation time back to the district. If that is still okay to do? There was discussion on what was done before. That there is a time frame that comp time is supposed to be used up and then if it can’t be to figure out how it can be used or paid out. Employees really need their time off, would prefer that they are able to take the time off they need.

**Old Business**

1. **Policies & Procedures Workshop update**- This is still being worked on. There has been progress. More meetings to come.
2. **Scholarship update-** David- I’m being held up by the school. I will send out an email tomorrow for an update. The deadline is May 10, 2023 for applications.
3. **Clinic Abatement Quote update**-in Clinic Report
4. **EMS Building Update-**

-Bathroom is done. The faucet is broken in the back of the ambulance hall. Needs repaired.

-Home Office, wants to do a walkthrough. Drawing of the building will cost around 800 dollars (Baseline Cost) There are two different ideas for this but not quotes.

-Generator for the Ambulance Hall doors. Decided to do power banks instead. Will need an electrician to run a line down. The cost will be around 800 dollars for the lines.

- Get a bigger generator later and put in for a grant.

1. **Budget Committee-** Budget is a priority. Next meeting is going to be in the board room at the clinic. Denny will not be attending. April, Carrie, and David will be there.

**New Business**

1. **Mandatory Reporter Training**-April 26th at the Gronquist Building.

-Staff need to attend. All elected officials need this training as well.

-The mandatory reporter training is 1pm-2pm

-Darkness to light- 2pm-4pm

1. **EMS Hiring & Pay Scale-**We need more EMR’s and EMT’s.

**-**The new positions could be two part time EMT’s or one full time. To help give time off to Tena and David.

**-** New positions must be in concert with the new budget.

1. **New Ambulance Purchase**-A new ambulance will cost around $245,000. Payment is not required until the Ambulance is picked up. Grant, MOTION to Approve the purchase of a new ambulance. 2nd by Denny, All in Favor, MOTION PASSES

**Meeting** **Adjourned**

**Next Meeting scheduled for Monday, May 15, 2023**

THESE MINUTES ARE APPROVED AS THE OFFICIAL \_April 17th, 2023\_REGULAR MEETING MINUTES OF THE NORTH GILLIAM COUNTY HEALTH DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NGCHD Chairperson NGCHD Board Member

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Submitted By