

**MINUTES**  
**North Gilliam County Health District**  
**BOARD OF DIRECTORS**  
**January 21, 2025**  
**7:00pm**  
**Arlington City Hall**  
**500 West First Street Arlington, Oregon**

**Call to Order** – Ron Cecil, Chair at 7 pm, then broke out into Executive session from 705pm-737pm. Back in session at 738pm

**Board Members Present:** Ron Cecil, April Aamodt, Todd Terp, Grant Wilkins, Erin Weedman (Left at 2015).

**Board Members Absent:**

**District Employees Present:** Carrie Schadewitz, David Anderson (left after medic report), Laurel Williams, Stacey Reding,

**Public Members Present:** Vicki McKinney, Cody

**Consent Agenda –**

Minutes – Todd Terp makes motion to amend the minutes per Grant Wilkins and once done to have them approved for the November 15, 2024, Board meeting minutes as rewritten, seconded by Grant Wilkins, ALL IN FAVOR, AYE, Ron Cecil, April Aamodt, Todd Terp, Erin Weedman, OPPOSED- None, MOTION **PASSED**.

Financial Report- April Aamodt makes motion to approve the financial report as presented, seconded by Todd Terp, ALL IN FAVOR, AYE, Ron Cecil, April Aamodt, Todd Terp, Erin Weedman, Grant Wilkins, OPPOSED-None, MOTION **PASSED**.

**Public Comment**

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

Ron- the open house, was amazing, and he is very thankful for the hard work and effort that was put into it by everyone.

**Clinic Report:**

Please see attached.

April Aamodt makes motion to hire Health Services Associates Group for \$24,500 starting July 1, 2025, to help the clinic move forward for the Rural Healthcare Clinic that will be broken down into 10 monthly payments, seconded by Ron Cecil , ALL IN FAVOR, AYE, Ron

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Cecil, April Aamodt, Todd Terp, Erin Weedman, Grant Wilkins, OPPOSED-None, MOTION **PASSED.**

**Medic Report:**

-In November, all batteries and pads were swapped out of the AEDs by Brian. County has been paid back and all is good.

-Stairs are now complete after having them come back and fix what needed to be fixed. There do not appear to be any safety issues.

-Michael has been working more and more on getting the ambulance hall organized along with changing over the ambulances. He is an EMT basic with over two years on with North Sherman Fire.

-Kaylene is back to working a couple of shifts but still needs training as she is a new paramedic.

-Kathy Covey was approved by doctor and is back at work.

-See attached for the call log for Nov/Dec.

**OLD Business**

- a. Board By Law Progress Update

Will go over next meeting.

- b. Contracts

Will do next meeting.

- c. Mission, Vision and Values Progress Update

Will go over next meeting.

- d. Ambulance Billing Audit Update

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-Going to implement Monthly/Quarterly chart reviews. We can go back 365 days for billing for insurances.

-There are 205 calls with SDW that are trackable unless they are helping the police, then there are not.

Currently missing around 23 charts, we are currently trying to figure out which ones were overlooked as they were tracked by Tena.

-Charts will now be completed within 24hrs by part-timers. Laurel will be reviewing them with oversight by me.

e. Ambulance and Tahoe Surplus Progress Update

**Ambulance:** has highway miles and is a 2014

**Tahoe:** Has a billion miles but comes with the police package and is also a 2014.

-I have taken pictures and am looking for the best option to sell. Might want to donate Tahoe to SDAO in bend.

f. License for New Ambulance

Plates are on and awaiting state application.

g. Update on County Grant for Ambulance

Next meeting

h. Mutual Aid Agreement Update

Boardman, Sherman and Condone are good and Current.

i. Fulltime EMS Employee

-Looking at Michael as he would be great, just not yet due to budget—he would be covering days and weekends.

-Have an employee from the windmills that is interested in joining and would benefit from the online course. It would cost \$4,000.

-Need to look at night vs. Day coverage.

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-Todd mentioned doing 24/48 on/off.

**New Business**

- a. Barnett & Moro 2023-2024 Audit

Cody stated that all went well with no discrepancies.

If administrators need to talk with the attorney, they need to check with Ron Cecil before calling the attorney, to avoid extra unnecessary fees.

- b. Gilliam County Assessor Refund Credit

-Going to be 58,000 short as the County assessor is holding money from each tax district until they reach a decision/appeal from Pacific Power & Avangrid.

- c. Board Budget Committee

-Will be Todd, Carrie, David, Michelle and Laurel.

**Adjournment at 931pm**

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

**Next Board Meeting- Tuesday February 18, 2025**

Posted: NGC Health District Office / Arlington Hardware / Post Office

THESE MINUTES ARE APPROVED AS THE OFFICIAL November 19th, 2024 REGULAR MEETING MINUTES OF THE NORTH GILLIAM COUNTY HEALTH DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:



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NGCHD Board Member



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NGCHD Board Member



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Submitted by