

Minutes
NORTH GILLIAM COUNTY HEALTH DISTRICT
BOARD OF DIRECTORS
DECEMBER 16, 2025 – 6:00 pm
Arlington City Hall
500 W. First Street, Arlington, Oregon

Call to Order/ Establish Quorum – By Brian Foster, Board Chair @6:00 PM

Present: Brian Foster, Denny Newell, Grant Wilkins, Sherrie Wilkins, Ben Tucker, Stacey Reding, Gabe Prado, Michele Guilliam, Dalton Hoffman, David Reding, Nora McDonald

Public Comment: The NGCHD board members will hear public comment on the items listed on the agenda. Public comment is limited to five minutes per guest. After this portion of the agenda, no public member will be allowed to speak unless recognized by the NGCHD Chairperson.

Nora McDonald- Introduces herself. She is an NP currently working in The Dalles. She is interested in NGCHD. She lives in Gilliam County. She brought her resume to the board. The board lets her know that the conversation of finding a new provider at the clinic will be held in the near future. They thanked her for coming to the meeting.

Consent Agenda:

Minutes & Financials- Denny Newell Moves to approve the consent agenda, Grant Wilkins 2nds. Roll call vote AYE- Sherrie Wilkins, Denny Newell, Brian Foster, Ben Tucker, Grant Wilkins. Motion Carries.

Department Reports:

Clinic- NONE- Brian Foster brings up an agenda item for old business, D-Direct Deposit Oversight. Pay stubs are reviewed at the same time checks are signed. The board is satisfied with that process.

Grant Wilkins asks whether Joyce is doing telehealth right now. Michele states that she is currently doing telehealth but will be back in person at the end of January or the beginning of February.

EMS - Reports Attached. Discussed new business, B. Kathy Covey's resignation on December 31, 2025. The board would like to have a plaque made for her. Stacey states they are planning a retirement party for her.

Old Business:

a: Audit Report - Discussion - There are a couple of discrepancies that were found. Denny comments on page 27. On page 27, it says we spent \$600,000 over our budgeted revenues, and that cannot continue. Denny guesses that some of those expenditures were not authorized. Denny states this is why he wanted to switch agenda items to discuss this first and hold off on the search for Clinic Administrator until we have a newly adopted Budget, which we hope to bring to the board in January. **Denny Newell moves to approve the audit report. Sherrie Wilkins seconds the motion. All in favor - AYE Sherrie Wilkins, Brian Foster, Ben Tucker, Grant Wilkins, Denny Newell. Motion carries.**

Denny Newell moves to authorize the chair to sign the journal entry approval form. Grant Wilkins 2nds. Roll call vote: AYE Sherrie Wilkins, Brian Foster, Ben Tucker, Grant Wilkins, Denny Newell. Motion Carries.

Ben Tucker makes a motion for the board chair to sign the representation statement from the Accuity Accountants. Grant Wilkins 2nds the motion. Roll call vote- Sherrie Wilkins, Aye, Denny Newell-OBSTAINED, Brian Foster, Ben Tucker, Grant Wilkins. Motion Carries.

b: Compensation for Ms. Guilliam- Discussion- Michele states that it would be nice to have a part-time receptionist for 20 hours a week in the mornings. Michele prefers to be paid through Paychex so that all required withholdings, such as tax deductions, are handled. The board agrees on compensation for the extra work Michele is doing at \$35.00 an hour, retroactive to October 7th, 2025. Michele asks if they could raise that to \$37.50. The board is hesitant because of the ongoing financial situation. Michele states that she can accept \$ 35 an hour for now if the board is willing to revisit the additional \$2.50 at a later time. The board agrees to that plan. **Denny Newell moves to provide an increase to her hourly rate to \$35.00, retroactive to October 7th, 2025, with the understanding that we would revisit that compensation once we know our financial status. Grant Wilkins seconds the motion. Roll call vote- AYE- Sherrie Wilkins, Brian Foster, Ben Tucker, Grant Wilkins, Denny Newell. Motion carries.**

c: Admin. Search-Tabled

d: Direct Deposit Oversight- Discussed in clinic report.

New Business:

a: Jessica Isley Grievance Letter- Letter was sent to Jessica Isley and the Ethics Committee in response to the grievance letter.

b: Kathy Covey Resignation- December 31st. Discussed in EMS Report.

c. SDAO Conference- Sherrie Wilkins, Stacey Reding, and Brian Foster are attending. The conference starts on February 5th.

d. Long Range Planning- Denny would like this to be a workshop so everybody could attend. Invite the community. Denny believes that over time the district's relationship with the community has changed, and that the community is thin and not so sure it's healthy for the district.

e: County Financial Support- Denny comments that he requested this be on the agenda. Denny states that when we went before the county and asked for the grant money, he made a point of pointing out to the court, and he believes the same holds true for South County. In North County, we run the Ambulance as a favor. We run the Clinic because we are required to. Nothing compels us to run EMS, and if we didn't, it would be on the County's plate to do so. They need to step up and support our doing it, because the time may come when we'll have to say, cut the thread. We can't do it anymore. And I want us, I don't want the county court to do it on their own. I want us to be a party to the discussion about how that gets done. Because it needs to be done differently in the North than in the South. Denny appreciates that the county court is having the discussion but also thinks they should engage us in that discussion. Grant says that's fine. Sherrie says that it was an open meeting. It was a budget meeting for economic enhancement. The next meeting will be in February.

Grant understands Denny's thoughts. Grant says the other thing is, whatever happens, this service still has to be provided. If it falls back to the County and we have to contract it out, the costs are way up there. Grant states that the county needs designated funds for EMS Services.

Denny says the county needs to help make us whole. That's all he is saying. In years past, the district was fortunate to have the resources required. But looking into the future, the district won't have those resources, and we need to know there is a reliable stream to support the district's EMS activity. What Denny wants the county court to understand is that if the five board members of the district chose to do so, they could run just the clinic and say goodbye to EMS. They're not inclined to do that. But if they did make that decision, they could build a Taj Mahal as our clinic, but they chose not to because the district wants to provide EMS Services.

d: Revised Budget Prep - Denny, Sherrie, Stacey, and Michele are working on this and hope to have something to bring to the board at the January meeting.

Executive Session: No executive Session

Adjourned 7:07 pm

THESE MINUTES ARE APPROVED AS THE OFFICIAL December 16th, 2025 REGULAR MEETING MINUTES OF THE NORTH GILLIAM COUNTY HEALTH DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:



NGCHD Board Member



NGCHD Board Member

Michele Guillian

Submitted by