

**SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 1**  
**Board of Commissioners**  
**Regularly Scheduled Meeting**  
**Wednesday, October 25, 2017**

**Commissioners Present:**

Commissioner Bill Williams, Chair  
Commissioner Michael Edwards  
Commissioner Monica Harrington  
Commissioner Mark Schwinge  
Commissioner Barbara Sharp

**Others Present:**

Pamela Hutchins  
SJCPHD #1: Superintendent

Jerry Martin  
SJIEMS: Chief

**By Phone:** None

**Absent:** None

**CALL TO ORDER:**

Chair Williams called the meeting to order at 5:00 pm.

**MOTION:** Mark Schwinge proposed moving Resolution 17-473 to prior the two executive sessions. After discussion the chair indicated that they were locked 2-2 on this motion and that he preferred to leave it in place. No motion for a vote was made and the matter was tabled. **NO ACTION.**

**CONSENT AGENDA**

**Chair Williams asked for a motion to approve the consent agenda:** September 27, 2017 Regular Meeting Minutes, SJCPHD#1 Warrant Approval, SJIEMS Warrant Approval.

➤ IIMC Warrants

○ Payroll	total \$ 805.00
○ A/P Warrants	total \$ 2,935.97

➤ SJIEMS Warrants

○ Payroll	total \$ 74,412.09
○ A/P Warrants	total \$ 35,572.51

- **MOVED by Commissioner Harrington to approve the consent agenda as written for September 27, 2017; Seconded by Commissioner Sharp. ALL AYES; MOTION PASSES.**

**SJCPHD#1 OPERATIONS REPORT: Pamela Hutchins, Superintendent:** Gave her financial report and operations report for the month of September. She also discussed the Senior Nursing Task Force (dealing with the Life Care Center closure), and noted that the state auditors are coming in November for a routine financial audit.

**SJIEMS OPERATIONS REPORT: Jerry Martin, SJIEMS Chief.** Chief Martin gave his financial report and operations report for the month of September with the assistance of Chris Compton, CPA, went over the 2018 EMS budget, and discussed strategic planning. Chris Compton reported that the budget was impaired by over \$160,000 legal expenses in 2016 alone due to the CID investigation and that the next couple years will be tight. The Attorney General's office has requested a meeting in December to discuss CID, and will need two SJCPHD 1 commissioners to be there, commissioners Harrington and Edwards were designated to attend.

**EMS Chief Resigns:** Chief Jerry Martin submitted his resignation effective February 1, 2018, which allows three months to find a new chief.

**ACTION: Commissioner Williams moved to "accept with regret" Chief Martin's resignation, motion was seconded by Commissioner Edwards. (No discussion). ALL AYES; MOTION PASSES.**

**Special Meeting Proposed:** Chairman Williams moved that they hold a special board meeting with Tom Van Dawark and possibly Rich Davis, with a total expense not to exceed \$5,000; motion seconded by Commissioner Harrington. Monies to be disbursed from SJCPHD budget rather than the EMS budget. Discussion: Edwards opposed due to cost; Chief Martin suggested talking to the Fire Department. Harrington, Sharp, Edwards, and Hutchins all commented.

Commissioner Sharp proposed an amendment to exclude Tom Van Dawark from the 1<sup>st</sup> meeting to assess need for including him later, but to retain time and money parameters set in the original motion; Commissioner Edwards seconded the amendment. No discussion. **4 AYES, 1 NO; the amendment to the motion passes.**

**ACTION: Chairman Williams then called for a vote on the amended motion still on the table: to hold a special board meeting to discuss plan going forward after Chief Martin leaves, not to exceed \$5,000 from the SJCPHD budget. Discussion ensued. ALL AYES; MOTION PASSES.**

**FD #3/EMS Merger Discussion:** The need to determine the next steps to potentially merge with the Fire Department was discussed.

**ACTION: Commissioner Edwards moved that two SJCPHD commissioners meet with one of the Fire Department commissioners, then come back and report on what they would propose as the next steps for a potential merger with the Fire Department. Some discussion about who would be delegated. They settled on Commissioners Edwards and Williams. 4 AYES, 1 NO; motion to meet with FD #3 passes.**

#### **AUDIENCE PARTICIPATION:**

The floor was opened to public comment, and the following did so: Weyshawn Koons said among other things, "I've been proud and honored to serve with Jerry Martin as

my chief, and I am really going to miss him." Karl Kuetzing said he appreciated all that he learned from Chief Martin and that "It's been an honor and a privilege to serve with him [Martin] ... you will be missed Chief."

#### **UNFINISHED BUSINESS:**

**Res 17-474 SJCPHD#1 2018 Budget:** \$1,995,370 general fund, determined based on cash in hand plus all anticipated revenues, "and did fix the appropriate amount for each expenditure line item".

**ACTION: Moved by Commissioner Schwinge that they approve the budget and seconded by Commissioner Sharp.** During discussion Commissioner Harrington noted that she planned to vote against it "as a way to register my deep, deep concern about the financial reserves." **4 AYES, 1 NO. The Res 17-474 SJCPHD#1 2018 Budget passes.**

**Res 17-475 Tax Levy Resolution:** This resolution approves a levy increase of 1% in 2018 over the previous year 2017. This must be done every year, and submitted to tax assessor's office.

**ACTION: Moved by Commissioner Edwards that they approve the Tax Levy Resolution, seconded by Commissioner Schwinge. (No discussion). ALL AYES; Res 17-475 Tax Levy Resolution passes.**

**SJCPHD #1 Tax Levy Certification:** If the Tax Levy income exceeds the Tax Levy Resolution you may not collect it unless the Tax Levy Certification exceeds the Tax Levy Resolution. This is prepared with the tax assessor's office.

**ACTION: Moved by Commissioner Schwinge that they approve the SJCPHD #1 Tax Levy Resolution, seconded by Commissioner Edwards. ALL AYES; SJCPHD #1 Tax Levy Certification passes.**

**Res 17-476 SJIEMS 2018 Budget:** \$2,670,534 general fund budget, determined based on cash in hand plus all anticipated revenues, "and did fix the appropriate amount for each expenditure line item".

**ACTION: Moved by Commissioner Edwards that they approve the SJIEMS 2018 Budget, seconded by Commissioner Schwinge.** During discussion Commissioner Harrington noted that "I'm going to vote against the budget because I so dramatically want to call attention to the fact that we are facing severe budget crises." **4 AYES, 1 NO. Res 17-476 SJIEMS 2018 Budget passes.**

**Res 17-477 SJIEMS Tax Levy Resolution:** This resolution approves a levy increase of 1% in 2018 over the previous year 2017. This must be done every year, and submitted to tax assessor's office.

**ACTION: Moved by Commissioner Edwards that they approve the SJIEMS Tax Levy Resolution, seconded by Commissioner Schwinge. (No discussion). ALL AYES; Res 17-477 SJIEMS Tax Levy Resolution passes.**

**SJIEMS Tax Levy Certification:** If the Tax Levy income exceeds the Tax Levy Resolution you may not collect it unless the Tax Levy Certification exceeds the Tax Levy Resolution. This is prepared with the tax assessor's office.

**ACTION: Moved by Commissioner Harrington that they approve the SJIEMS Tax Levy Certification, seconded by Commissioner Sharp (No discussion). ALL AYES; SJIEMS Tax Levy Certification passes.**

## **NEW BUSINESS:**

**Discuss November and December Date for Board Meeting.** The 4<sup>th</sup> Wednesday in November is the 22<sup>nd</sup>, and it was determined that this date was acceptable. The 4<sup>th</sup> Wednesday in December is the 27<sup>th</sup>, so the commissioners agreed to meet on December 20<sup>th</sup> instead.

**ACTION: Next regular board meetings are November 22<sup>nd</sup> and December 20<sup>th</sup>. No vote, agreed by verbal consent.**

**Agenda Order:** Further discussion regarding whether to hold the remaining agenda item before the two executive sessions, between them, or following them. Commissioner Schwinge moved for a vote.

**ACTION: Commissioner Harrington moved that they hold both executive sessions concurrently followed by other business, and Commissioner Sharp seconded. 3 AYES, 2 NOES. Motion to hold executive sessions concurrently followed by remaining business passes.**

**EXECUTIVE SESSION: RCW 42.30.140(4) The planning or adoption of the Board's strategy or position during collective bargaining.** Lasted from 7:00 pm to 7:15 pm.

**EXECUTIVE SESSION: RCW 42.30.111(1)(F) The receipt and evaluation of complaints brought against a public officer.** Lasted from 7:17 pm to 7:32 pm. Following public announcement at the originally scheduled time, the time was extended until 7:47 pm, followed by public announcement and an extension to 8:02 pm, followed by another announcement and extension to 8:25 pm. Public session then opened at 8:25 pm. **During public session the commissioners noted that no action was taken regarding either executive session RCW 42.30.140(4) or RCW 42.30.111(1)(F).**

**Res 17-473 Resolution to Limit Board Member Actions:** Regarding rules for commissioner use of expenditures and representation of the board.

**ACTION: Commissioner Schwinge asked that they move to a vote, Commissioner Edwards seconded. Some discussion followed.**

**Motion to amend: Commissioner Sharp moved to remove the third "whereas"; Commissioner Schwinge seconded. Some discussion followed. ALL AYES; AMENDMENT TO THE RESOLUTION PASSES. The amended motion was on the table and discussed. 3 AYES, 2 NAYS. The amended 17-473 Resolution to Limit Board Member Actions passes.**

**ADJOURNMENT:**

**Chair Williams asked if there was any other business to discuss. There was not, so he adjourned the meeting. Meeting adjourned at 8:30 p.m.**

**ALL EXHIBITS AND SUPPORTING MATERIAL AVAILABLE ON REQUEST.**



**Signed by Chairperson**

11/22/17  
**Date**

**The original document is retained at the San Juan County Public Hospital District #1 Office at 849 Spring Street, Unit B-5, Friday Harbor, WA 98250 in San Juan County Public Hospital District #1 permanent proceedings file.**

**Attest: Pamela Hutchins, Recording Secretary**