

SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 1
Board of Commissioners
Regularly Scheduled Meeting
Wednesday, February 28, 2018

Commissioners Present:

Commissioner Warren Appleton (added)
Commissioner Michael Edwards
Commissioner Anna Lisa Lindstrum
Commissioner Mark Schwinge
Commissioner Rebecca Smith

Others Present:

Pamela Hutchins
SJCPHD #1: Superintendent

Jerry Martin
SJIEMS: Chief

By Phone: None

Absent: None

CALL TO ORDER: Chair Michael Edwards called the meeting to order at 5:00 pm.

VOTE ON POSITION 3:

Superintendent Hutchins explained that when Dr. Appleton was appointed on 2/8/18 his voter registration was not in San Juan County so position 3 must be filled again. His voter registration was changed to San Juan County, where he has lived for several years. Chair Edwards apologized for the mistake.

ACTION: Commissioner Schwinge moved, and Commissioner Smith seconded, that Dr. Warren Appleton be appointed to position 3. Chair Edwards and Commissioner Smith spoke in favor, Commissioner Lindstrum said she was concerned about the process. **VOTE: 4-0, MOTION PASSES; Commissioner Lindstrum abstained.**

Dr. Appleton made a brief statement, "If you doubt I live here come see my garage." He was then sworn in by taking the Oath of Office, administered by Chair Edwards.

CONSENT AGENDA:

Chair Edwards asked for a motion to approve the consent agenda: January 24, 2018 Regular Meeting Minutes, February 8, 2018 Special Meeting Minutes, February 26, 2018 Special Meeting Minutes, SJCPHD#1 Warrant Approval, and SJIEMS Warrant Approval.

➤ IIMC Warrants

○ Payroll	total \$ 830.00
○ A/P Warrants	total \$ 48,299.32

➤ SJIEMS Warrants

○ Payroll	total \$ 78,040.48
○ A/P Warrants	total \$ 32,621.25

- **MOVED by Commissioner Schwinge to approve the consent agenda as written for January 24, 2018; Seconded by Commissioner Lindstrum. ALL AYES; MOTION PASSES 5-0.**

SJCPHD#1 OPERATIONS REPORT: Pamela Hutchins, Superintendent.

Superintendent Hutchins gave her financial and operational report for January 2018. Superintendent Hutchins noted that there were three special meetings in two months, and that the district had lost two commissioners to resignation and appointed two more. All new commissioners will need Open Public Meetings Act and Public Records Act training, which the district has provided. The district has been receiving many public records requests, which have proven expensive. Due to the increasing demands on the district Superintendent Hutchins requested that Nathan Butler's hours be moved to a full-time.

SJIEMS OPERATIONS REPORT: Jerry Martin, SJIEMS Chief. Chief Martin gave his financial and operations report with the assistance of Chris Compton, CPA, for January 2018. Lainey Volk gave a presentation on community paramedicine and answered questions from the commissioners. WA State audit for 2015-16 has been submitted and completed. Training classes are coming up. CID has been delayed again, "it appears that we're not on the front burner on this, they have bigger fish to fry." Kati English is EMT of the month. Another version of the strategic planning has been completed, but the board decided to delay passing them in order for the commissioners to review it.

Commissioner Schwinge noted that Chief Martin had asked for a motion to approve the Strategic Plan. Chair Edwards replied that Commissioner Appleton had not yet read it and noted that the Compact at the end needed taken seriously and reviewed. Commissioner Schwinge then replied that the district counsel had informed them that a Delegation of Powers document would be worthwhile for the district.

ACTION: Moved by Commissioner Schwinge and seconded by Commissioner Lindstrum, that the board establish a committee to prepare a Delegation of Powers for review from the board. Discussion: Chair Edwards commented that he felt it was a good idea.

Commissioner Appleton amended the motion for the committee to have two members. ALL AYES 5-0, AMENDMENT PASSED.

Commissioners Schwinge and Appleton were selected to serve on the committee. ALL AYES 5-0, AMENDED MOTION PASSES.

The strategic plan was deferred to next month.

AUDIENCE PARTICIPATION:

The floor was opened to public comment, with comments per person limited to 3 minutes. Dr. Johnson said "I wanted to say how lucky you are to have these new board members... he is the state's foremost authority on transfer law." Richard Grout asked about the size of the committee to investigate a merger with FD #3 and asked "Is it [the merger] in the public interest?" Sharon Kivisto requested that the board seek an Attorney General opinion regarding the appointments made.

UNFINISHED BUSINESS:

Report on EMS/Fire #3 Training: Chief Martin. Commented that they had decided to remove the commissioners from the committee to investigate the proposed merger, and discussed efforts to include other community members and experts. There will need to be a joint meeting between SJIEMS and Fire District No. 3.

Commissioner Lindstrum requested some sort of document to bring the community and commissioners up to speed. Chair Edwards stated that it might be worthwhile to put together a document highlighting the main points; FD #3 Commissioner Jarman noted that FD #3 Chief Creezy had compiled a document along those lines. Chair Edwards agreed to post it on the SJCPHD #1 website. Commissioner Lindstrum stated that she would like to see EMS Chief Martin have a chance to opine on the merger as well, and Chair Edwards invited him to do so.

Discuss Possible Date for Joint Meeting between SJCPHD #1 and FD #3: April 2, 3, 4, and 6th are all acceptable to both FD #3 and the Town of Friday Harbor for a meeting.

ACTION: Chair Edwards moved that they meet with FD #3 and the Town of Friday Harbor, Wednesday April 4th, 3 pm, Fire District Conference room. ALL AYES; MOTION PASSES.

NEW BUSINESS:

Report from Long Term Care Options Task Force: Evan Perrollaz, chair. Possible options such as micro-nursing homes, serving 10-12 residents, may be able to build one on Orcas, Lopez, and SJI. Discussed establishing our own Home Care Agency (Home Health Agency) and tele-health, which works on keeping people in their own home, and serves private as well as Medicare/Medicaid patients. Also discussed were affordable assisted housing, training delivery models, etc. Chair Edwards praised Perrollaz saying, "your leadership has been superb."

Appointment of Commissioners to the Community Collaboration Committee (CCC). The CCC needs members from SJCPHD #1.

Commissioner Schwinge moved, and Commissioner Smith seconded, that the board delegate Commissioners Appleton and Lindstrum to represent the board on the CCC. No discussion, ALL AYES 5-0; MOTION PASSES.

SJCPHD #1 Bylaws Review: Commissioner Schwinge. Discussed beginning a review of the bylaws at the next meeting.

Discussion of Revision for Superintendent and Administrative Assistant Duties: Superintendent Hutchins. Hutchins noted that she has been the only full-time employee for years, and the work load has been consistently increasing. She proposed increasing Butler's hours to full-time with customary benefits to help with meetings, public records requests, and other demands.

ACTION: Chair Edwards moved and Commissioner Schwinge seconded to promote Nathan Butler to office of Executive Assistant and Board Recording Secretary, offer him \$23/hour, 28-32 hours a week, usual and customary benefits and assurances for 1 year duration, provided that it does not need posted publicly. No discussion, ALL AYES 5-0; MOTION PASSES.

ADJOURNMENT:

Chair Edwards asked if there was any other business to discuss. There was not, so he adjourned the meeting. Meeting adjourned at 6:40 p.m.

ALL EXHIBITS AND SUPPORTING MATERIAL AVAILABLE ON REQUEST.



Signed by Chairperson



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