

SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 1
Board of Commissioners
Regularly Scheduled Meeting
Frank Wilson Memorial EMS Building, 1079 Spring Street
Wednesday December 19, 2018

Commissioners Present:

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

Others Present:

Pamela Hutchins
Superintendent, SJCPHD#1

Jerry Martin
Chief Administrator, SJIEMS

By Phone: None

Absent: None

CALL TO ORDER: Chair Michael Edwards called the Regular Meeting to order at 3:00 p.m.

CONSENT AGENDA: November 28, 2018 Regular Meeting Minutes, December 12, 2018 Special Meeting Minutes, December 19, 2018 Regular Meeting Agenda, SJCPHD#1 Warrant Approval, and SJIEMS Warrant Approval.

- IIMC Warrants
 - Payroll total \$ 0.00
 - A/P Warrants total \$ 55,638.47
- SJIEMS Warrants
 - Payroll total \$ 79,552.99
 - A/P Warrants total \$ 21,375.05
- **MOVED by Commissioner Schwinge to approve the consent agenda as written; Seconded by Commissioner Smith. No Discussion. ALL AYES; MOTION PASSES.**

SJCPHD#1 OPERATIONS REPORT: Pamela Hutchins, Superintendent.

Superintendent Hutchins gave her financial and operational report for November 2018. The District received its payment for the IIMC sale, and that money is to be transferred to SJIEMS per Resolution 18-490 by the end of the year. The District is well below on its expenses for 2018. The Citizen's Advisory Group is set to deliver its report by March 31, 2019. The 501(c)(3) nonprofit Inter Island Healthcare Foundation is taking donations for a feasibility study looking into Long-term care in San Juan County. Donations can be taken through its website www.interislandhealthcare.org.

SJIEMS OPERATIONS REPORT: Jerry Martin, SJIEMS Chief. Chief Martin gave his financial and operations report for November 2018 with the assistance of Chris Compton, CPA. Compton noted that due in part to GEMT and ACH funding the Agency is significantly ahead on revenue, and underbudget for expenditures; the Agency has \$1,125,893 in cash or about seven or more months' worth expenses in cash reserves. Martin noted, "this money will help pay for and offset the additional cost of the EMTs we are hiring next year."

Compton noted, "I'm really happy to be able to give this report... if you look back to 2015, 2016, 2017, those years weren't pretty... it's really great this year to see that we've come out of that." The Board congratulated EMS for their financial improvement. Chief Martin thanked staff and employees "they're the ones who have tightened their belts." Chair Edwards thanked Chief Martin especially for his work getting grant money with the ACH, "give credit where credit is due."

AUDIENCE PARTICIPATION:

The floor was opened to public comment, with comments limited to 3 minutes. Karin Agosta, Richard Grout, Loren Johnson, and John Geyman commented.

ACTION: Commissioner Smith moved, and Commissioner Edwards seconded, to amend the Agenda to allow a motion. 4 AYES, 1 NO; MOTION TO AMEND AGENDA PASSES.

ACTION: Commissioner Smith moved, and Commissioner Schwinge seconded, that the board waive its attorney client privilege and release the letter from Richard Davis, who is our attorney, of Chmelik Sitkin and Davis as regards paramedic certification and the district's legal exposure. She further requested that for transparency we share concurring information from Oskar Rey of MRSC, Gordon MacIlvennie of VFIS, and Caitlyn Holstein of the DOH regarding the same issue. 4 AYES, 1 NO; MOTION PASSES.

UNFINISHED BUSINESS:

Discussion of A/V issues: Superintendent Hutchins explained that it has been very difficult to get someone to come out and work on the A/V system. The District had scheduled somebody to come but they didn't show. The holidays have complicated things. Karl Kuetzing at EMS is assisting. The amplifier cannot be located. The District is considering simply installing a new system.

Interim Chief Planning: The Interim Chief nominating committee consisting of Chief Martin, Chair Edwards and Paramedic Waldron met with the three Interim Chief

candidates. The committee did not come to consensus, so the Board agreed to interview candidates directly at a Special Meeting in January. Superintendent Hutchins and Board Recording Secretary Butler were directed to schedule the meeting.

Committee Reports: No additional reports were made.

BLS/ALS Protocols: Shortly after the October 24, 2018 meeting where the Board determined to encourage the processing of the BLS/ALS protocols, Chair Edwards contacted Dr. Sullivan, MPD. He submitted the transcription of the Board's motion to both Dr. Sullivan and Catie Holstein from the DOH. There is an upcoming county committee to look at ALS protocols. The Board agreed to wait until early 2019.

Work Sessions: The Board discussed whether to continue with work sessions. Chair Edwards suggested that it be done on an as-needed basis and the Board agreed. Hutchins and Butler were directed to contact the Board when receiving a request from a commissioner for a work session. Long term planning needs to be done early in 2019 as either a work session or special meeting.

NEW BUSINESS:

Commissioner Job Duties: This is part of an effort to put together a coherent explanation of commissioner responsibilities for the next election with four open seats.

Long-term Planning: The Board discussed whether to hold this as a work session before a Regular Meeting or to hold it as a Special Board Meeting.

ADJOURNMENT:

Meeting adjourned at 4:40 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: Nathan Butler, Board Recording Secretary