

SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 1
Board of Commissioners
Regularly Scheduled Meeting
Frank Wilson Memorial EMS Building, 1079 Spring Street
Wednesday February 27, 2019

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 2:00 p.m.

ACTION: Commissioner Smith moved to approve the agenda as written; seconded by Commissioner Edwards. No Discussion. ALL AYES; MOTION PASSES.

CONSENT AGENDA: January 23, 2019 Regular Meeting Minutes, February 5, 2019 Special Meeting Agenda, SJCPHD#1 Warrant Approval, and SJIEMS Warrant Approval.

➤ IIMC Warrants	
○ Payroll	total \$ 0.00
○ A/P Warrants	total \$ 29,399.69
➤ SJIEMS Warrants	
○ Payroll	total \$ 106,618.16
○ A/P Warrants	total \$ 97,006.07

➤ **MOVED by Commissioner Schwinge to approve the consent agenda as written; seconded by Commissioner Lindstrum. No Discussion. ALL AYES; MOTION PASSES.**

OUTSIDE REPORTS:

Financial Report PeaceHealth Peace Island Medical Center Subsidy Report 7/1/2018 to 12/31/2018, Presented by Beth Williams-Gieger, Director of Administrative Services: Director Williams-Gieger gave the biannual report for PIMC covering the last half of 2018. Her report covered patient experience, metrics for visits,

imaging, and testing; health services provided, telepsychiatry, visiting specialists, outpatient surgical services, providers, hospital revenue and expenses, use of the SJCPHD#1 subsidy, and more. Williams-Gieger answered questions from the commissioners. Her slides and documents are posted on the district website www.sjcphd.org/hospital-documents.

ACTION: Commissioner Schwinge moved, and Commissioner Smith seconded, that the District award \$511,294.01 for the second half of last year, per the subsidy agreement, July 1st through December 31st. ALL AYES; MOTION TO APPROVE PAYMENT PASSES.

SJCPHD#1 OPERATIONS REPORT: Pamela Hutchins, Superintendent.

Superintendent Hutchins gave her financial and operational report for January 2019. Hutchins reported on revenue, expenditures, public records requests, the Citizen's Advisory Group, and the Long-term Care feasibility study.

SJIEMS OPERATIONS REPORT: Jerry Martin, SJIEMS Chief. Chief Martin gave his financial and operations report for January 2019 with the assistance of Chris Compton, CPA. He reported on calls, cash reserves, 24-hour shifts, approval of BLS protocols, EMT training class, Kaiser Permanente airlift issue, CID status, ALS protocol update status, metrics for EMS response, and more.

Martin indicated that Airlift NW is willing to pay for a helipad installation at PIMC, and that he will be meeting with them shortly to discuss it, as well as others who will be involved or impacted. Locations are currently being reviewed as well as engineering and logistical aspects evaluated, so feasibility and level of interest now must be considered. The District is not being asked to sponsor this project. The group discussed establishing a Citizen's Advisory Group to review this issue but decided to defer decision. The Board indicated that as discussions between SJIEMS and key players in this issue progress that they would be interested in hearing a presentation by Airlift NW.

AUDIENCE PARTICIPATION:

The floor was opened to public comment, with comments limited to 3 minutes. Chuck McCarty commented.

RECESS: 4:15 p.m. to 4:20 p.m.

UNFINISHED BUSINESS:

Committee Reports: There were no committee reports

Audiovisual RFP responses and next steps: Superintendent Hutchins reported that the District had released an RFP to the public requesting help with the District's audiovisual situation in February. The District has received 3-4 responses and expects at least a couple bids by the March Regular Board Meeting.

NEW BUSINESS:

Board Recording Secretary / Executive Assistant / PRO employment: In February 2018 the District hired Nathan Butler as the Board recording Secretary, Executive Assistant, and Public Records Officer at 32 hours/week. The District requested that his hours be set to full time and that he be made a salaried employee at \$53,000/year. Hutchins gave data about the financial impact and assessed the need for the change.

ACTION: Commissioner Schwinge moved, and Commissioner Edwards seconded, that the Board increase Nathan Butler's salary to \$53,000 with all associated increases such as PTO, and be moved from hourly to salary starting March 1st. ALL AYES; MOTION PASSES.

Public Comment at Regular Board Meetings: At the previous meeting Commissioner Appleton had raised the issue of whether public comment should be moved on the Agenda. Edwards noted that to change this issue it would require a bylaws update. In the recent past public comment had been at the end of the meeting but was changed in the last two years. Adding a second comment period was discussed.

ACTION: Commissioner Schwinge moved, and Commissioner Smith seconded, that the Board keep public comment in the same position as it is currently. 4 AYES, 0 NOES, 1 ABSTENTION; MOTION PASSES.

Res 19-502 SJIEMS Surplus of Electronics, Small and Attractive Equipment: Interim Chief Kuetzing submitted a list of inventory to be surplus by the District.

ACTION: Commissioner Schwinge moved, and Commissioner Edwards seconded, that the Board adopt Resolution 19-502 SJIEMS Surplus of Electronics, Small and Attractive Equipment. ALL AYES; RESOLUTION 19-502 IS ADOPTED.


Items for March Regular Meeting Agenda: The Board discussed whether there were any items for next month's Regular Board Meeting. Commissioner Appleton

suggested that the Board have an executive session to do Chief Jerry Martin's annual review. The Board agreed to do it in the March Regular Board Meeting.

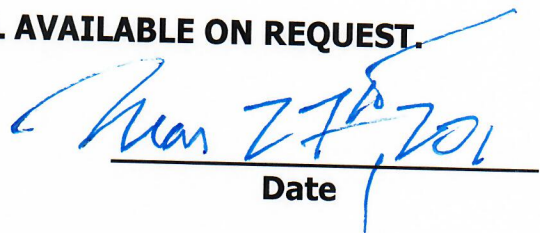
ADJOURNMENT:

Meeting adjourned at 4:55 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