

**SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 1
Board of Commissioners
Joint Special Meeting**

**San Juan County Public Hospital District (SJCPHD#1)
San Juan County Fire Protection District #3 (FD#3)
The Town of Friday Harbor ("Town")
and the Citizen's Advisory Group ("CAG")**

**MINUTES
Tuesday, April 2, 2019
5:00 p.m. at 1011 Mullis Street**

SJCPHD #1 Commissioners Present:

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

By Phone: None

Absent: None

FD #3 Commissioners Present:

Commissioner Frank Cardinale
Commissioner Robert Jarman, Chair
Commissioner Albert Olson

By Phone: None

Absent: None

Citizen's Advisory Group Present:

Chuck Dalldorf (Chair)
George Johnson
Dan Paulson
Mark Tompkins (Vice Chair)
Rick Frazer

By Phone: None

Absent: None

SJCPHD#1 CALL TO ORDER:

Chair Edwards, SJCPHD#1 called the meeting to order at 5:00 p.m.

Others Present:

Pamela Hutchins
Superintendent, SJCPHD #1

Karl Kuetzing
Interim Chief Administrator, SJIEMS

Norvin Collins
Chief Administrator, FD#3

Duncan Wilson
Administrator, Town of Friday Harbor

Farhad Ghatan
Mayor, Town of Friday Harbor

FIRE DISTRICT NO. 3 CALL TO ORDER:

FD#3 Chair Bob Jarman called the Fire District meeting to order.

SELECTION OF CHAIR FOR THE MEETING:

Although each board must conduct its votes independently, one person was chosen to facilitate the discussion and conduct the agenda previously agreed on.

ACTION: Chair Edwards nominated Chair Jarman to serve as joint meeting chair, Mark Schwinge seconded, and the board concurred. ALL AYES; MOTION PASSES. Fire likewise agreed.

Nathan Butler was asked to introduce the CAG members and did so.

FINAL REPORT OF THE CITIZEN'S ADVISORY GROUP:

Chair Dalldorf thanked Nathan Butler and Karin Agosta for their assistance. He then introduced the main finding of the CAG Recommendation: "Within the next two years, the two Boards and the Town of Friday Harbor, with the support of the San Juan County Council, will integrate SJIEMS and FD#3 into one organization with a single leadership structure."

Mark Tompkins introduced the "absolute conditions of the recommendation," or the "must-haves for the recommendation to be successful." He stated that cross-trained full-time staff, in-house staffing, a capital equipment plan, key performance indicators, MPD/MPDD involvement, good budgeting, and a Fire District Board expansion, are all essential for a successful integration of EMS and Fire.

George Johnson discussed the implementation of the integration. A Fire District lid lift to cover EMS services is probably the simplest approach along with annexation of the Town of Friday Harbor. There are lots of options for the Outer Islands that are in the current EMS District but not the Fire District. It's important to keep in mind that the District service area does not need to match the levy boundaries. He stated that there are very few calls per year, and it may be easier to provide coverage without going through the process of annexation.

Rick Frazer discussed the benefits of integration. "The organizations independently are doing a pretty good job... at the street level are delivering care to patients and clearly performing well. So, what really is the benefit of integration?" He explained that there are substantial benefits to be found by improving response time with 24/7 in-station coverage, improved training resources and cooperation, a unified command structure at the scene, simplified levy management, and significant financial savings.

Dan Paulson discussed the outreach committees work and the benefits that other Agencies have seen, namely: better utilization and depth of resources, incident and chain of command is built into the system, reduced administrative challenges, economies of scale, improved Medicare reimbursements, training and morale for full-time staff and volunteers, and the possibilities of further future consolidation.

Chuck Dalldorf closed by saying, "at the end of the day you're the implementors... what we have down on paper as you get to implementation may not equate to what you do going forward, but what we've been able to do is provide a foundation..." He added, "We as a group were very honored to do this work... whatever you decide to do going forward we hope it will include an extensive amount of conversations and dialogue with the community... We are all here to serve our voters and our residents and our tax payers, and provide them with the best, most affordable emergency services that we can."

DISCUSSION OF CAG REPORT:

FD#3 Chair Jarman thanked the CAG for their work, "This report is very thorough... you guys did a wonderful job." He then opened the discussion for Board members and the Town. He invited Duncan Wilson to participate.

Duncan Wilson praised the CAG for their report, noted that it was well written and addressed many areas "in one form or another" that he had been concerned about. He clarified that the Town does not fund Fire services solely from property taxes or from one source. "We have one of the lowest property taxes in the state, and we also don't have a utility tax." He offered to assist with making this project happen if the Boards proceed and asked for support in return when the Town makes its determination about how to proceed. Mayor Ghatan echoed Duncan Wilson.

FD#3 Chair Jarman stated that: "The only things we can make this happen is if we move together in one group."

ACTION: Chair Edwards moved, and Commissioner Appleton seconded that the Board accept the CAG's recommendation to go forward, and to express appreciation and respect for the CAG Report. During discussion many commissioners expressed appreciation for the CAG's work and made comments. ALL AYES; MOTION PASSES.

Fire District Commissioners Olson and Cardinale both made comments as well, then passed a motion accepting the CAG Report and recommendation with appreciation.

Members of both Boards and Town interacted with each other and the CAG.

NEW BUSINESS:

The Fire District passed a motion to establish a steering committee.

ACTION: Chair Edwards proposed the following motion as "like-kind" to the Fire District motion preceding it, and Commissioner Schwinge seconded it:

I move that San Juan County Public Hospital District No. 1, Fire District No. 3, and the Town of Friday Harbor establish a joint steering committee to begin the process of working out the details of a possible integration of EMS and Fire services.

The committee shall be composed of five persons consisting of the Fire Chief and the EMS Chief; the remaining three members shall consist of a commissioner delegate from San Juan County Public Hospital District #1, a commissioner delegate from Fire District #3, and a delegate from the Town of Friday Harbor. The Steering committee shall retain Nathan Butler for administrative support.

This committee shall have whatever funds remain from the completion of the Citizen's Advisory Group in addition to a further \$2,500 from San Juan County Public Hospital District #1 and Fire District #3 respectively. Further funding requests shall be considered by each agency and submitted in advance.

ALL AYES, MOTION PASSES.

Steering Committee representatives to be appointed at upcoming individual board/council meetings.

AUDIENCE PARTICIPATION:

The floor was opened to public comment, with comments per person limited to 3 minutes. Multiple people chose to do so.

ADJOURNMENT:

Chair Edwards adjourned the meeting at 6:23 p.m., and FD #3 then did the same.

ALL EXHIBITS AND SUPPORTING MATERIAL AVAILABLE ON REQUEST.



Signed by Chairperson



Date

The original document is retained at the San Juan County Pubic 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, Recording Secretary