

**SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 1**  
**Board of Commissioners**  
**Regularly Scheduled Meeting**  
**Frank Wilson Memorial EMS Building, 1079 Spring Street**  
**Wednesday May 22, 2019**

**Commissioners Present:**

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

**Others Present:**

Pamela Hutchins  
Superintendent, SJCPHD#1  
  
Karl Kuetzing  
Interim Chief Administrator, SJIEMS

**By Phone:** None

**Absent:** Commissioner Rebecca Smith

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

**ACTION: Commissioner Schwinge moved, and Commissioner Lindstrum seconded, that the Agenda be approved as written. ALL AYES; MOTION PASSES.**

**CONSENT AGENDA:** May 22, 2019 Regular Meeting Minutes, SJCPHD#1 Warrant Approval, and SJIEMS Warrant Approval.

- IIMC Warrants
  - Payroll total \$ 3,200.00
  - A/P Warrants total \$ 32,558.87
- SJIEMS Warrants
  - Payroll total \$ 96,477.33
  - A/P Warrants total \$ 53,963.91
- **MOVED by Commissioner Schwinge moved, and Commissioner Lindstrum seconded, that the Board approve the consent agenda as written. No Discussion. ALL AYES; MOTION PASSES.**

**SJCPHD#1 OPERATIONS REPORT: Pamela Hutchins, Superintendent.**

Superintendent Hutchins gave her financial and operational report for April 2019. Hutchins stated that she would begin giving her reports in a more condensed fashion but would have her written report posted to the website. She reported that cash is sufficient for the upcoming PIMC subsidy payment and that the steering committee for integration of EMS and Fire has been fully organized.

**SJIEMS OPERATIONS REPORT: Karl Kuetzing, SJIEMS Chief.** Interim Chief Kuetzing gave his financial and operations report for April 2019 with the assistance of Chris Compton, CPA. Kuetzing reported that income was higher than expected due to higher than anticipated Ground Emergency Transport (GEMT) funding. Twenty-four hour shifting is going well, response times are within benchmarks, and the 2019 EMT class was successfully completed. ALS protocols are pending approval by Dr. Sullivan.

## **AUDIENCE PARTICIPATION**

### **UNFINISHED BUSINESS:**

**Committee Reports:** Commissioner Lindstrum reported that as of May 10<sup>th</sup> Kaiser is not budging on the air medical transport issue. A health needs assessment is coming. The helipad committee and the Integration Steering Committee were discussed.

**Audiovisual RFP responses and next steps:** Superintendent Hutchins and Board Recording Secretary Butler discussed with the Board the bids received by the District.

**ACTION: Commissioner Edwards moved, and Commissioner Appleton seconded, that the Board adopt the lowest Audiovisual Excellence bid. Discussion. 3 AYES, 1 NO; MOTION PASSES.**

**CODAN Radio Upgrade:** This countywide program is modular and expandable, with generator backup, and will significantly improve communication for emergency services throughout the county. All Fire and EMS chiefs in the county are on board. The expense will be shared between the Sheriff's department, public works, and EMS/Fire agencies and leverages the new OPALCO system to save money.

**GEMT Funding:** The Ground Emergency Medical Transport (GEMT) program provides supplemental funding for providers who take Medicaid. SJIEMS is due \$435,000 in backpay for 2017, with a \$96,412 deposit, some of which will not be returned for administrative costs. This was a challenging program to apply for and many agencies chose not to do so, explained Kuetzing: "This was the handiwork and foresight of Jerry Martin who did all of the legwork to set this up." Commissioner Appleton suggested that SJIEMS send a thank you note to those involved in creating this program, and Chief Kuetzing agreed to do so.

**ACTION: Commissioner Schwinge moved, and Commissioner Lindstrum seconded, that the Board authorize SJIEMS to pay \$96,412 for the Inter-**

**governmental Transfer necessary to receive backpay for the GEMT program. No discussion. ALL AYES; MOTION PASSES.**

**Long term care feasibility funding:** Hutchins announced that the Lopez and Orcas hospital districts declined to contribute financially to the long-term care feasibility study due to other pressing matters. Commissioner Appleton suggested that the District ask for a letter of support and Hutchins agreed to do so. Hutchins indicated that some past-due Medicaid money from the old medical center would help shore up District financials if the Board decides to invest in this project.

**ACTION: Commissioner Appleton moved, and Commissioner Edwards seconded that the Board strike the \$10,000 contingency on matching funds with the other county public hospital districts [from the 3/27/19 Board action] for a feasibility study in long term care and that the District instead put \$15,000 into the project. Discussion. 3 AYES, 1 NO; MOTION PASSES.**

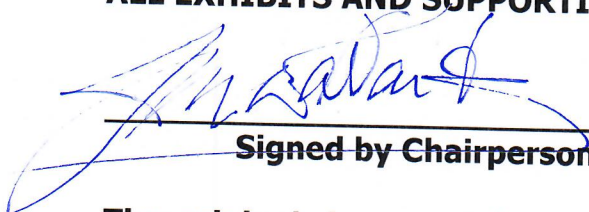
**NEW BUSINESS:**

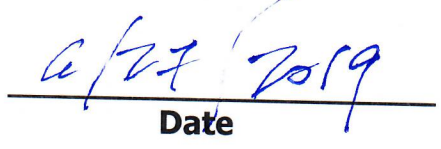
**Meeting Schedule for June 2019:** Chairman Edwards and Superintendent Hutchins are attending a conference the week of the June Board meeting. Edwards asked that the Board reschedule the meeting to June 27<sup>th</sup> and the Board agreed. November and December Board meetings were moved back one week due to the holidays.

**ADJOURNMENT:**

Meeting adjourned at 4:25 p.m.

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

  
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Signed by Chairperson

  
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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**