

**SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 1
Board of Commissioners
Regularly Scheduled Meeting
Frank Wilson Memorial EMS Building, 1079 Spring Street
Wednesday August 28, 2019**

Commissioners Present:

Commissioner Warren Appleton
Commissioner Michael Edwards
Commissioner Mark Schwinge
Commissioner Rebecca Smith

Others Present:

Pamela Hutchins
Superintendent, SJCPHD#1

Karl Kuetzing
Interim Chief Administrator, SJIEMS

By Phone: None

Absent: Commissioner Anna Lisa Lindstrum

CALL TO ORDER: Chair Michael Edwards called the Regular Meeting to order at 2:00 p.m., beginning with an hour-long work session.

ACTION: Commissioner Smith moved to amend the Agenda to discuss Islanders Physical Therapy. The Board then voted to accept the Agenda as amended. ALL AYES; 4-0, MOTION PASSES.

WORK SESSION: Fire Chief Norvin Collins, EMS Chief Karl Kuetzing, Fire Commissioner Chair Bob Jarman with some assistance from Nathan Butler and Chuck Dalldorf discussed the progress and plans developed by the Steering Committee for the Integration of EMS and Fire.

Representatives discussed the extensive planning process, outreach, and milestones for the project beginning with an Administrative Integration through an Intergovernmental Agreement, then annexation of Town and the Outer Islands, then a funding vote for an integrated service. Work is being done to get staff to use the same radio frequencies, and the two chiefs are working together as much as possible. Progress is being made on licensing the Fire District to provide BLS-Aid service (non-transport). Meetings have been held on Stuart and are planned for the other outer islands, with EMS and Fire Associations, with individual commissioners, and other decision makers. Board members had a chance to ask questions.

A recess was called from 2:55 p.m. to 3:10 p.m.

CONSENT AGENDA: July 24, 2019 Regular Meeting Minutes, SJCPHD#1 Warrant Approval, and SJIEMS Warrant Approval.

- IIMC Warrants
 - Payroll total \$ 2,944.00
 - A/P Warrants total \$ 4,5066.27
- SJIEMS Warrants
 - Payroll total \$ 99,524.94
 - A/P Warrants total \$ 35,449.94
- **Commissioner Schwinge moved, and Commissioner Smith seconded, that the Board approve the consent agenda as written. No Discussion. ALL AYES; MOTION PASSES.**

OUTSIDE AGENCY REPORTS

Financial Report PeaceHealth Peace Island Medical Center Subsidy Report 1/1/2019 to 6/30/2019, Presented by Beth Williams Geiger, Director of Administrative Services: Williams-Geiger reported 7880 clinic visits, 1747 ER Visits, 5502 Imaging exams, and other metrics for the first half of 2019. Eighty-seven percent of patients are from within the hospital district. She provided an overview of services provided such as primary care, ER, Tele-Psychiatry, visiting specialty medical care, outpatient surgical services, diagnostic imaging services, and cancer care. Williams-Geiger answered questions and interacted with the Board. Her reports are available on the District website.

ACTION: Commissioner Schwinge moved, and Commissioner Smith seconded, that the Board pay the Peace Island Medical Center subsidy per the agreement for \$511,294. No Discussion. ALL AYES; MOTION PASSES.

San Juan Island Prevention Coalition Subsidy Report presented by Cynthia Stark Wickman, M.Ed., CPP, Executive Coordinator, SJI Prevention Coalition: Stark-Wickman reported on research and surveys on youth drug use and mental health, noted that alcohol use is down but marijuana is up. She discussed the "Strengthening Families" program sponsored by the Prevention Coalition. Commissioner Appleton asked about services for Hispanics and invited her to submit a request with justification if desired. Commissioner Schwinge thanked her for the work of the Prevention Coalition. Other commissioners agreed.

ACTION: Commissioner Edwards moved, and Commissioner Appleton seconded, that the Board continue granting \$5,000 per year to the Prevention Coalition. No Discussion. ALL AYES; MOTION PASSES.

SJIEMS Community Paramedicine Report on Subsidy, Director of Outreach

Lainey Volk: Director Volk filed a written report detailing financial needs for outreach and outlined the benefits of the paramedicine program: home safety assessments, food and security assessments, chronic disease management, acute care response to reduce hospitalizations, and more. Funds were previously used to purchase Julota software, which enables collaborate information sharing between providers. Commissioner Appleton will follow up with Director Volk concerning Community Paramedicine needs.

ACTION: Commissioner Edwards moved, and Commissioner Schwinge seconded, that the Board continue to grant \$5,000 per year to the SJIEMS Paramedicine program. No Discussion. 3-0, ONE ABSTENTION; MOTION PASSES.

SJCPHD#1 OPERATIONS REPORT: Pamela Hutchins, Superintendent.

Superintendent Hutchins gave her financial and operational report for July 2019. Hutchins reported strong financials, with total cash available of \$818,094.57. The first half of the 2019 payment for Planned Parenthood has been made for \$20,000. Hutchins also reported on ongoing efforts to improve audiovisual equipment, to work with insurers Kaiser Permanente and Premera Lifewise, and to complete the feasibility study sponsored by the Inter Island Healthcare Foundation.

SJIEMS OPERATIONS REPORT: Karl Kuetzing, SJIEMS Chief. Interim Chief Kuetzing gave his financial and operations report for July 2019 with the assistance of Chris Compton, CPA. Response times continue to be within rural benchmarks, with an average response time of 9:57; the agency is working to improve response times in less accessible parts of the district. There were 135 calls for July. The average "chute time" in July of 2019 over 2018 has improved from 5.8 minutes to 4.2 minutes, which represents improvement due to 24-7 station coverage beginning in 2019.

Finances are strong, with revenue higher than expected, primarily due to monies from the ACH and the GEMT program, and expenses are below what was expected. SJIEMS has \$1,260,471 in cash reserves. Chief Kuetzing requested permission to expand support for the Paramedicine program by hiring a part-time outreach coordinator assistant. This can be fully funded from the ACH funding. This was further discussed during the SJIEMS Budget revision described below.

AUDIENCE PARTICIPATION

UNFINISHED BUSINESS:

Committee Reports: The Community Collaboration Committee (CCC) did not meet. Commissioner Schwinge said that it had been four months since PIMC leadership was

apprised of interest in the helipad, and six weeks since the CCC said it would establish a helipad committee. He added that patient care needs to be a priority and "there's a reason why helipads are collocated with emergency departments across the nation." Commissioner Edwards said: "I support the helipad, I have for years," and added that he had a scheduled discussion with regional PeaceHealth CEO Dale Zender in the next couple days to discuss this issue.

NEW BUSINESS:

Discussion of Islanders Physical Therapy and Rehab Closure: Commissioner Edwards announced that Islanders Physical Therapy and Rehab is closing September 13th after being unable to sell the practice. The online database with the CHNA and CHIC project lists health services offered, and Superintendent Hutchins agreed to bring up this issue in the next vulnerable populations meeting so that alternatives can be listed.

ACTION: Chair Edwards moved, and Commissioner Schwinge seconded, that the Board through a letter composed by Superintendent Hutchins thank Joyce Thomson for her long service to this community and wish her well. ALL AYES; MOTION PASSES.

Res 19-511 Revised 2019 SJI Emergency Medical Services Budget: Chris Compton, CPA, said "there's not a lot of substantial changes in this budget... mostly it's adjusting to revenue adjustments... through the GEMT program as well as the ACH through the rest of the year." Further adjustments based on payroll and benefits are included as well. The budget created for 2019 assumed that at the end of 2019 SJIEMS would have about \$585,000 in cash, SJIEMS now anticipates having about \$1,650,000 at the end of the year. There are significant capital needs that this funding will enable, so at the end of the budget is a capital needs assessment.

Commissioner Appleton had to leave at this point in the Agenda, leaving three commissioners present, and because he had made a motion to approve the budget that motion was remade as described below.

ACTION: Commissioner Smith moved, and Commissioner Edwards seconded, that the Board adopt Resolution 19-511 Revised 2019 SJIEMS Budget. Discussion. ALL AYES; MOTION PASSES.

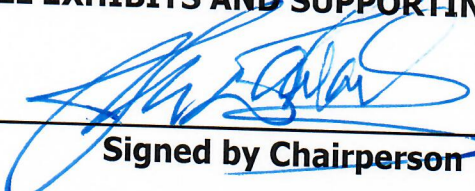
ACTION: Commissioner Schwinge moved, and Commissioner Smith seconded, that the Board establish a new outreach administrative assistant position, 0.5 FTE position, for a term of two years, to serve in a clerical and

**administrative support role for the Outreach programs. Discussion. ALL
AYES; MOTION PASSES.**

ADJOURNMENT:

Meeting adjourned at 6:08 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