

**SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 1**  
**Board of Commissioners**  
**Regularly Scheduled Meeting**  
**Frank Wilson Memorial EMS Building, 1079 Spring Street**  
**Wednesday October 23, 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  
  
Karl Kuetzing  
Interim 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.

**ACTION: Chair Michael Edwards moved, and Commissioner Lindstrum seconded to amend the agenda to allow audience participation after the consent agenda, to meet with an attorney in an executive session at 4:15 p.m., and to defer discussion of the Interlocal Agreement to a future Special Meeting. ALL AYES; MOTION PASSES.**

**CONSENT AGENDA:** September 25, 2019 Regular Meeting Minutes, October 4, 2019 Special Meeting Minutes, October 14, 2019 Special Meeting Minutes, October 16, 2019 Special Meeting Minutes, October 21, 2019 Special Meeting Minutes, SJCPHD#1 Warrant Approval, and SJIEMS Warrant Approval.

➤ SJCPHD#1 Warrants		
○ Payroll	total \$	0.00
○ A/P Warrants	total \$	539,569.28
➤ SJIEMS Warrants		
○ Payroll	total \$	96,498.58
○ A/P Warrants	total \$	40,484.59

➤ **ACTION: Commissioner Schwinge moved, and Commissioner Edwards seconded, that the Board approve the consent agenda as written. No Discussion. ALL AYES; MOTION PASSES.**

## **AUDIENCE PARTICIPATION**

The Board agreed to allow extended public comment.

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

Superintendent Hutchins gave her financial and operational report for September. Hutchins announced that those elected to fill the seats of commissioners filling unexpired terms (Edwards, Appleton, Smith) may take office immediately after the election is certified. She also discussed cash levels, disbursement to PIMC per subsidy agreement, the arrival of Primera LifeWise, and a HRSA grant in progress.

Board members thanked staff for the many extra hours they have been putting in recently.

**ACTION: Commissioner Edwards moved, and Commissioner Lindstrum seconded, that Butler and Hutchins take the next two days off and not take PTO. ALL AYES; MOTION PASSES.**

**SJIEMS OPERATIONS REPORT: Karl Kuetzing, SJIEMS Chief.** Chief Kuetzing gave his financial and operations report for September. Response times on average are within suburban benchmarks, which is a higher standard than our rural area requires. Balance of revenue and expenditures is strong. Kuetzing announced the hire of an outreach coordinator, Peggy Long, who will be working with Director of Outreach Lainey Volk.

**BUDGET HEARING – SJCPHD#1:** Superintendent Hutchins walked through the budget with the Board, which had previously been introduced at a special work session on October 16<sup>th</sup>. Commissioner Smith requested that a 6% placeholder for raises be added to the budget.

**ACTION: Commissioner Schwinge moved, and Commissioner Smith seconded, that the Board accept the Budget as amended, with formal adoption by resolution to be done in November. ALL AYES; MOTION PASSES.**

**EXECUTIVE SESSION UNDER RCW 42.30.110 (1)(I)(i): to discuss with legal counsel potential litigation.** Board dismissed to executive session from 4:15 p.m. to 5:00 p.m. Resumed public session at 5:03 p.m. and no action was taken.

**BUDGET HEARING – SJIEMS:** Chief Karl Kuetzing reviewed the budget with the Board, as had been previously introduced and discussed on October 21<sup>st</sup> in a Special Board Meeting.

**ACTION: Commissioner Appleton moved, and Commissioner Edwards seconded that the Board accept the Budget, with formal adoption by resolution to be done in November. ALL AYES; MOTION PASSES.**

**AUDIENCE PARTICIPATION (2<sup>nd</sup> ROUND):**

The Board allowed for a second round of audience participation for those who came too late for the first round.

**UNFINISHED BUSINESS:**

**Committee Reports:** Commissioner Schwinge reported that PeaceHealth is willing to meet but no time has been set. There was nothing to report from the Integration Steering Committee or the CCC. Commissioner Lindstrum discussed her and Commissioner Edwards' meeting with PeaceHealth regarding the 3<sup>rd</sup> Amendment.

**NEW BUSINESS:**

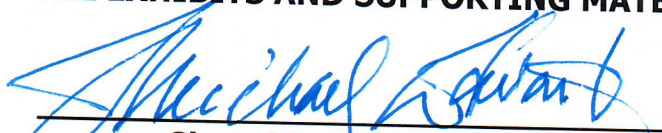
**Resolution 19-512 Two Touch Rule for Major Contracts:** Commissioner Lindstrum introduced the revisions to resolution 19-512 based on Board feedback. A proposal was made to modify "shall" into "should."

**ACTION: Commissioner Edwards moved, and Commissioner Appleton seconded, that the Board adopt Res 19-512 as amended. ALL AYES; RESOLUTION 19-512 IS ADOPTED.**

**ADJOURNMENT:**

Meeting adjourned at 5:30 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**