

**SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 1**  
**Board of Commissioners**  
**Regularly Scheduled Meeting**  
**Frank Wilson Memorial EMS Building, 1079 Spring Street**  
**Wednesday November 20, 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 Edwards called the Regular Meeting to order at 2:00 p.m.

**EXECUTIVE SESSIONS:** Chair Edwards called two executive sessions, one under RCW 42.30.110 (1)(g) to review the performance of a public employee and RCW 42.30.110 (1)(I) regarding potential litigation. Time allotted was from 2:00 p.m. to 3:00 p.m., and ended up lasting from 2:00 p.m. to 2:40 p.m. Public session was resumed at 3:00 p.m.

**ACTION: Commissioner Mark Schwinge moved, and Commissioner Smith seconded, that the Board submit a letter as prepared by Jim Fredman to the Washington State Attorney General's office, and that the letter be released to the public. No discussion. ALL AYES; MOTION PASSES.**

**ACTION: Chair Edwards moved, and Commissioner Smith seconded, that the Board offer to Superintendent Hutchins a 6% salary increase inclusive of COLA and a raise. No discussion. ALL AYES; MOTION PASSES.**

**ACTION: Commissioner Smith moved, and Commissioner Lindstrum seconded, that the Board that the Board approve the Agenda as written. No discussion. ALL AYES; MOTION PASSES.**

**CONSENT AGENDA:** November 23, 2019 Regular Meeting Minutes, November 12, 2019 Special Meeting Minutes, SJCPHD#1 Warrant Approval, and SJIEMS Warrant Approval.

➤ SJCPHD#1 Warrants

○ Payroll	total \$	1,664.00
○ A/P Warrants	total \$	23,606.33

- SJIEMS Warrants
  - Payroll total \$ 92,476.59
  - A/P Warrants total \$ 24,017.75

➤ **ACTION: Commissioner Schwinge moved, and Commissioner Appleton 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 October 2019. She reported on finances, disbursements, public records requests, and made an ops report. Hutchins further stated that the District needs to formally submit a letter of commitment for a HRSA grant that will help with the development of a health network for long-term care, and presented a letter for review that does so.

**ACTION: Commissioner Smith moved, and Commissioner Schwinge seconded, that the Board adopt the letter submitted by Chair Edwards and Superintendent Hutchins dated November 15, 2019. No discussion. ALL AYES; MOTION PASSES.**

**RECOGNITION OF BOARD MEMBERS:** Commissioners Appleton, Smith, Edwards, and Schwinge were presented with tokens of appreciation and honored for their service to the District and the public.

**SJIEMS OPERATIONS REPORT: Karl Kuetzing, SJIEMS Chief.** Chief Kuetzing gave his financial and operations report for October 2019. He reviewed response times, finances, protocols, paramedicine, and reported that Joshua Corsa would be serving as supervising physician in the place of Olivia Haesloop.

**AUDIENCE PARTICIPATION**

Francis Smith, EMT  
 Bob Jarman, Chair San Juan Island Fire and Rescue

**UNFINISHED BUSINESS:**

**Committee Reports:** Commissioner Lindstrum updated the Board regarding the CCC, with no action items to report.

**PeaceHealth offer regarding Section 2.1.2.7 of the Subsidy Agreement:**

PeaceHealth has offered pay an additional \$5,000 beyond the current \$50,000 for the

next five-year term per section 2.1.2.7 of the Subsidy Agreement for a Combined Clinic and Hospital as amended by the 3<sup>rd</sup> Amendment subsidy on November 23, 2016.

**ACTION: Chair Edwards moved, and Commissioner Lindstrum seconded, that the Board accept \$55,000 a year from PeaceHealth. During discussion it was suggested that Pam send a note of appreciation and acceptance notifying PeaceHealth of this decision. ALL AYES; MOTION PASSES.**

**NEW BUSINESS:**

**Res 19-513 SJCPHD #1 2020 Budget:** Superintendent Hutchins introduced her 2020 budget for SJCPHD #1, which had previously been presented in the budget hearing on October 23, 2019. General fund budget is \$2,044,520.

**ACTION: Commissioner Schwinge moved, and Commissioner Lindstrum seconded, that the Board adopt Resolution 19-513 SJCPHD #1 2020 Budget. No discussion. ALL AYES; RESOLUTION 19-513 SJCPHD #1 2020 BUDGET IS ADOPTED.**

**Res 19-514 SJCPHD #1 2020 Tax Levy Resolution:** Superintendent Hutchins introduced the SJCPHD#1 2020 Tax Levy Resolution.

**ACTION: Commissioner Schwinge moved, and Commissioner Edwards seconded, that the Board adopt Res 19-514 SJCPHD#1 Tax Levy Resolution. ALL AYES; RESOLUTION 19-514 SJCPHD#1 2020 TAX LEVY RESOLUTION IS ADOPTED.**

**SJCPHD#1 2020 Tax Levy Certification:** Superintendent Hutchins introduced the SJCPHD#1 2020 Tax Levy Certification.

**ACTION: Commissioner Schwinge moved, and Commissioner Edwards seconded, that the Board adopt Res 19-514 SJCPHD#1 Tax Levy Resolution. ALL AYES; RESOLUTION 19-514 SJCPHD#1 2020 TAX LEVY RESOLUTION IS ADOPTED.**

**Res 19-515 SJIEMS 2020 Budget:** Chief Kuetzing introduced the SJIEMS 2020 Budget, which had previously been presented in the budget hearing on October 23, 2019. General fund budget is \$4,338,351.

**ACTION: Commissioner Smith moved, and Commissioner Schwinge seconded, that the Board adopt Resolution 19-515 SJIEMS 2020 Budget. No**

**discussion. ALL AYES; RESOLUTION 19-516 SJIEMS 2020 BUDGET IS ADOPTED.**

**Res 19-516 SJIEMS 2020 Tax Levy Resolution:** Chief Kuetzing introduced the SJIEMS 2020 Tax Levy Resolution.

**ACTION: Commissioner Edwards moved, and Commissioner Schwinge seconded, that the Board adopt Res 19-516 SJIEMS Tax Levy Resolution. ALL AYES; RESOLUTION 19-516 SJIEMS 2020 TAX LEVY RESOLUTION IS ADOPTED.**

**SJIEMS 2019 Tax Levy Certification:** Chief Kuetzing introduced the tax levy certification for SJIEMS.

**ACTION: Commissioner Lindstrum moved, and Commissioner Smith seconded, that the Board adopt the SJIEMS Tax Levy Certification. ALL AYES; MOTION PASSES.**

**ADJOURNMENT:**

Meeting adjourned at 4:00 p.m.

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



\_\_\_\_\_  
Signed by Chairperson

12.18.19

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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**