

SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 1
Board of Commissioners
Special Meeting Minutes
Frank Wilson Memorial EMS Building, 1079 Spring Street
December 4, 2019

SJCPHD #1 Commissioners Present:

Commissioner Everett Clary
Commissioner Anna Lisa Lindstrum
Commissioner Trish Lehman
Commissioner Kyle Loring

Others Present:

Pamela Hutchins
Superintendent, SJCPHD #1

Karl Kuetzing
Interim Chief Administrator, SJIEMS

By Phone: None

Absent: Commissioner Mark Schwinge

CALL TO ORDER: Chair pro tem Anna Lisa Lindstrum called the meeting to order at 5:35 p.m.

Michael Edwards, Rebecca Smith, and Warren Appleton, each serving unexpired terms, were replaced when Commissioners Clary, Lehman, and Loring took their oaths of office following the certification of the fall election on November 26, 2019. Edwards and Smith had both been officers, leaving the sole officer, Secretary/Financial Officer Anna Lisa Lindstrum as Chair pro tem until the vacancies can be filled.

Commissioner Elect Gail Leshine-Seitz attended the meeting as a non-voting member of the public, but was invited to participate throughout the meeting by the Board.

WORK SESSION

Heather Vogel, HIPAA Compliance Officer for San Juan Island EMS, gave training on handling protected health information. This training lasted until 6:30 p.m.

SPECIAL MEETING BUSINESS

Discuss/Act: Temporary Committee assignments: In order to allow Board members to start participating in the governance of the District, temporary committees were organized to last until the January Regular Meeting.

The following temporary Committee assignments were made through discussion, and then voted on collectively:

- Off Island Transport Committee: Trish Lehman and Everett Clary
- Community Collaboration Committee (CCC): Gail Leshine-Seitz and Trish Lehman

- EMS and Trauma Care Council: Gail Leschine-Seitz, but not available until Rebecca Smith resigns. In the meanwhile, she will help figure out what is needed/involved.
- Civil Investigative Demand (CID): Kyle Loring to work with Chief Kuetzing
- Finance Committee: Everett Clary (also designated temporary secretary) and Anna Lisa Lindstrum
- Quality Assurance Committee: No assignment was made. Superintendent Hutchins and Chief Kuetzing to figure out what this would mean and make a recommendation to the Board.
- Inter Island Healthcare Foundation (IIHF): Trish Lehman and Gail Leschine-Seitz

ACTION: Commissioner Lindstrum moved, and Commissioner Clary seconded, that the Board approve the above assignments as discussed. This was inclusive of an assignment for Everett Clary to serve as temporary Secretary/Financial Officer until January 2020. No further discussion. ALL AYES; MOTION PASSES.

Discuss/Act: Temporary Officer: Secretary/Finance Officer: This was voted on as part of the committee assignments. Everett Clary Board member will serve as Secretary/Financial Officer.

Discuss/Act: Scheduling of Meetings for Dec 2019 / Jan 2020: The Board discussed moving Board meeting times to 5:30 p.m. to accommodate those with daytime work schedules.

ACTION: Commissioner Lehman moved, and Commissioner Loring seconded, that the December 18th meeting be moved to 5:30 p.m. During discussion a January 2nd Special Meeting was discussed, and that the January 22nd meeting be held at 5:30 p.m. as well. ALL AYES; MOTION PASSES.

Discuss: Integration EMS & Fire / Interlocal Agreement between EMS and Fire: The Board discussed the integration of EMS and Fire generally. Various commissioners expressed their desire for a new path forward that does not include the Interlocal Agreement between EMS and Fire and made statements of support for integration generally.

The Board agreed that Chief Kuetzing would meet and draft a statement indicating support for the process at the next Board meeting.

Chair pro tem invited the public to comment, but there were no audience members who wished to do so.

ADJOURNMENT: Chair pro tem Lindstrum adjourned the meeting at 7:30 p.m.

ALL EXHIBITS AND SUPPORTING MATERIAL AVAILABLE ON REQUEST.



Signed by Chairperson

12.18.17

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