

**SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 1**  
**Board of Commissioners**  
**Special Meeting Minutes**  
**Frank Wilson Memorial EMS Building, 1079 Spring Street**  
**Wednesday February 26, 2020**

**SJCPHD #1 Commissioners Present:**

Commissioner Everett Clary  
Commissioner Anna Lisa Lindstrum  
Commissioner Trish Lehman  
Commissioner Gail Leschine-Seitz  
Commissioner Kyle Loring

**Others Present:**

Nathan Butler  
Board Recording Secretary, SJCPHD #1  
  
Karl Kuetzing  
Interim Chief Administrator, SJIEMS

**By Phone:** None

**Absent:** None

**CALL TO ORDER:**

Chair Anna Lisa Lindstrum called the meeting to order at 5:35 p.m.

**OUTSIDE AGENCY REPORTS**

**PeaceHealth Peace Island Medical Center Subsidy Report 06/01/2019 to 12/31/2019, Presented by Beth Williams Gieger, Director of Administrative Services:** A full set of reports were filed with the district and posted to the website. Among the statistics reported were 8,507 clinic visits in the reporting period, 2,104 ER visits, 5,123 imaging exams, and 22,351 laboratory tests. Net patient revenues were \$2,971,373 with \$4,077,516, for a net loss of \$1,106,143. After the additional revenue of the \$511,294 subsidy, there is a net loss of \$594,849 for the period in question. Various other additions and subtractions can be calculated separately. Williams Gieger also gave a patient experience summary and a quality summary.

**ACTION: Commissioner Everett Clary moved, and Commissioner Gail Leschine-Seitz seconded, that the Board approve the subsidy payment to PeaceHealth Peace Island Medical Center of \$511,294.01 as agreed to in the subsidy agreement. No Discussion. ALL AYES; MOTION PASSES.**

**CONSENT AGENDA:** February 26, 2020 Regular Meeting Agenda, January 22, 2020 Regular Meeting Minutes, SJCPHD #1 Warrant Approval (Dec 2019), SJIEMS Warrant Approval (Jan 2020).

- SJCPHD#1 Warrants (Dec 2019)
  - Payroll total \$ 0.00
  - A/P Warrants total \$ 51,413.01

➤ SJIEMS Warrants (Jan 2020)

- Payroll total \$ 92,500.14
- A/P Warrants total \$ 58,469.34

➤ **ACTION: Commissioner Kyle Loring moved, and Commissioner Gail Leschine-Seitz seconded, that the Board approve the amended consent agenda and amended agenda. No Discussion. ALL AYES; MOTION PASSES.**

### **AUDIENCE PARTICIPATION**

No members of the audience wished to participate.

**SJCPHD#1 OPERATIONS REPORT: Pamela Hutchins, Superintendent.** Nathan Butler gave the hospital district report for the month of December 2019, which had not yet been given. Superintendent Hutchins was unavailable but had given a written submission from which Butler drew his verbal report and is available on the District website. They reported stable finances, the change of four commissioner seats to new occupants, and the scheduled visit from the state auditor's office.

**SJIEMS OPERATIONS REPORT: Karl Kuetzing, SJIEMS Chief.** Chief Kuetzing gave his financial and operations report for January 2020. He reported 10% fewer calls in January 2020 over January 2019. Average response time was 6:48, with 97% of calls under 20 minutes – the benchmark for suburban areas. Cash and reserves remain strong at about 7.5 months of average expenses. New cardiac monitors have arrived, work is being done on ALS protocols with Supervising Physician and MPD Joshua Corsa. The county funding for the CODAN Radio update passed, which opens up funding for other projects. Chief Kuetzing's report is available on the District website.

### **UNFINISHED BUSINESS**

**SJIEMS Reports and Follow up: 2019 Year-end, EMS Training, Paramedicine Committee Reports and discussion:** March 4<sup>th</sup> at 5:30 pm the Board will have a Special Meeting at the hospital district offices to follow up on the 2019 Year-end for SJIEMS, Integration, and long term planning. Each committee reported on its activities.

**Integration EMS and Fire: Annexation of Town and How to Move Forward:** The hospital district discussed how to support the process of the Town of Friday Harbor annexation into the Fire District.

**ACTION: Commissioner Trish Lehman moved, and Commissioner Gail Leschine-Seitz seconded that Nathan Butler draft a resolution of support for Town annexation, to be reviewed and discussed by the Board at a future**



meeting. 4 AYES (Clary, Lehman, Lindstrum, Leschine-Seitz); 1 NO (Kyle Loring). MOTION PASSES.

## **NEW BUSINESS**

**Res 20-517 Setting Time, Date, and Place for Regular Board Meetings:** This resolution would continue to set regular Board meetings for the fourth Wednesday of the month, setting the time to 5:30 p.m., at the Frank Wilson Memorial EMS building, 1079 Spring Street. Special Board Meetings will be held at the hospital district business offices at 849 Spring Street, Unit B-5.

**ACTION: Commissioner Kyle Loring moved, and Commissioner Gail Leschine-Seitz seconded that the Board adopt Resolution 20-517 setting time, date, and place for regular board meetings. ALL AYES; MOTION PASSES.**

**Res 20-518 Audience Participation for 2020:** This resolution moves audience participation to the start and end of the regular Board meetings for the year 2020.

**ACTION: Commissioner Kyle Loring moved, and Commissioner Gail Leschine-Seitz seconded that the Board adopt Resolution 20-518 setting audience participation to the start and end of regular Board meetings. ALL AYES; MOTION PASSES.**

**Scheduling long-term planning and Board Meetings:** A Board meeting is planned for March 4, 2020, 5:30 p.m. at the hospital district offices.

**Discuss plan for employee review for Interim Chief Kuetzing:** Board and Chief Kuetzing discussed who should submit reviews. Board agreed that Butler would draft a list of participants on behalf of Superintendent Hutchins, and submit to the Board for review. They requested a self-review, board members, paramedic, peer, and a full time EMT.

## **AUDIENCE PARTICIPATION**

Richard Grout  
Rick Frazer

## **COMMISSIONER COMMENTS**

**ADJOURNMENT:** Chair Lindstrum adjourned the meeting at 8:30 p.m.

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

  
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Signed by Chairperson

6-10-20  
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, Recording Secretary