

SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 1
Board of Commissioners
Special Meeting Minutes
Frank Wilson Memorial EMS Building, 1079 Spring Street
Wednesday April 22, 2020
Held Remotely under COVID-19 Rules

SJCPHD #1 Commissioners Present:

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

Others Present:

Pamela Hutchins
Superintendent, 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. in a fully remote MS Teams meeting, with the public participating via phone. Governor Inslee's order, Proclamation 20-28.2, issued March 24, 2020, temporarily prohibits public agencies from conducting any in-person meetings and requires all remote meetings to provide an option for public attendance via remote access. Roll call was made verbally of each commissioner for the benefit of the public. The meeting was still recorded, and audio made available to the public as with all meetings.

CONSENT AGENDA: April 22, 2020 Regular Meeting Agenda, April 8, 2020 Special Meeting Minutes, SJCPHD #1 Warrant Approval, SJIEMS Warrant Approval.

- SJCPHD#1 Warrants
 - Payroll total \$ 0.00
 - A/P Warrants total \$ 13,846.72
- SJIEMS Warrants
 - Payroll total \$ 95,360.37
 - A/P Warrants total \$ 55,980.77

➤ **ACTION: Commissioner Trish Lehman moved, and Commissioner Kyle Loring seconded, that the Board approve the consent agenda. No Discussion. ALL AYES; MOTION PASSES.**

AUDIENCE PARTICIPATION (15 Minute Limit total; comments max 3 minutes per person): None.

SJCPHD#1 OPERATIONS REPORT: Pamela Hutchins, Superintendent: Hutchins reports that the final exit interview with the State Auditors was completed. There were no findings for 2017/2018; there were two management letters and the issues have been resolved. The District is working to deal with the COVID-19 situation, including holding meetings remotely and contributing staff hours to the Emergency Operations Center.

SJIEMS OPERATIONS REPORT: Karl Kuetzing, Interim EMS Chief: Kuetzing reports 79 runs for March, a 9% decrease over 2019. The trend over the last few years has been towards consistent increases, so this is likely attributable to the COVID-19 pandemic. Cash and reserves add up to about eight months of average expenses. Operations are being adapted to deal with the crisis, enacting a new volunteer response model based on shifts that limits exposure, and increased staffing. Staff training is being done by MS Teams for the time being. Community paramedicine continues, with precautions, and more phone-in visits when possible. The county Emergency Operations Center has moved to a one-week operational period. SJIEMS is following the lead of the county and the state during the COVID-19 crisis.

UNFINISHED BUSINESS

Committee Reports and discussion: The Finance committee raised the concern that revenues are and will be reduced due to decreased call volume and economic decline. At the last meeting, the Board decided to defer integration due to the COVID-19 crisis, but the Integration Steering Committee representatives from the hospital district (Clary, Lindstrum, Kuetzing) agreed to meet with the Fire District to talk about coordination of calls with the Fire District along with other issues.

NEW BUSINESS

Pandemic Leave Policies: The pandemic leave policy was signed by Chief Kuetzing, which establishes policies for dealing with COVID-19 exposure for personnel. Commissioners discussed with staff the implications and asked a few questions about the policy that Chief Kuetzing agreed to check on.

AUDIENCE PARTICIPATION (15 Minute Limit total; comments max 3 minutes per person): None.


COMMISSIONER COMMENTS

ADJOURNMENT: Chair Lindstrum adjourned the meeting at 6:36 p.m.

ALL EXHIBITS AND SUPPORTING MATERIAL AVAILABLE ON REQUEST.



Signed by Chairperson



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