

SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 1
Board of Commissioners
Regular Meeting Minutes
Frank Wilson Memorial EMS Building, 1079 Spring Street
Wednesday October 28, 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

By Phone: None

Absent: None

CALL TO ORDER:

Chair Anna Lisa Lindstrum called the meeting to order at 5:30 p.m. in a fully remote MS Teams meeting due to COVID-19 restrictions, with the public participating via phone. 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.

CONSENT AGENDA: September 25, 2020 Regular Meeting Minutes, August 26, 2020 Regular Meeting Minutes, October 28, 2020 Regular Meeting Agenda, SJCPHD #1 Warrant Approval, SJIEMS Warrant Approval.

- SJCPHD#1 Warrants
 - Payroll total \$ 0.00
 - A/P Warrants total \$ 559,068.48
- SJIEMS Warrants
 - Payroll total \$ 114,089.83
 - A/P Warrants total \$ 44,150.24

➤ **ACTION: Commissioner Lehman moved, and Commissioner Seitz seconded, that the approve the Consent Agenda. ALL AYES; MOTION PASSES.**

AUDIENCE PARTICIPATION (15 Minute Limit total; comments max 3 minutes per person):

Members of the public were invited in advance to email statements to staff to have them read, or to participate directly. Katherine Clary commented on the potential sale of Hospice of the Northwest.

UNFINISHED BUSINESS

Committee Reports and discussion: No major action items.

Joint Response with the Fire District: Hutchins reported that the Fire District Board does not want to meet except in a joint meeting or through Hutchins. The Board discussed how to communicate with the Fire District.

Integration of EMS and Fire: The Board discussed how to find a way to move forward with the Fire District, and whether to move forward. Commissioners discussed their concerns and resolved that they needed to take a survey of what agency members think. Loring suggested asking whether members are for, maybe, or against Integration, and if so, what their conditions are. Other commissioners were agreeable.

Addressing Concerns Raised by Some Volunteer EMTs: The Board discussed their desire to address concerns.

Res 20-528 (Revised) to Revise the 2020 SJIEMS Budget: The SJIEMS General Fund Budget (6511) was passed in October, but the Auditors wanted a budget for the reserve budget (6512), which was restarted in 2020. This meant adjusting the general fund accordingly.

ACTION: Commissioner Loring moved, and Commissioner Lehman seconded, that the Board adopt Resolution 20-528 (Revised) to Revise the 2020 SJIEMS Budget. ALL AYES; RESOLUTION IS ADOPTED.

NEW BUSINESS

Potential Sale of Hospice of the Northwest: Commissioner Lehman stated that she was concerned about the potential sale of Hospice of the Northwest to a for-profit company. Board members agreed to have Lehman write a letter.

Commissioner Delegate for Hiring Committee: The committee tasked with selecting a Director of Logistics and Operations would like a commissioner delegate.

ACTION: Commissioner Lehman moved, and Commissioner Loring seconded, that the Board appoint Gail Leschine-Seitz to serve on the hiring committee for the Director of Logistics and Operations. ALL AYES; MOTION PASSES.

Res 20-530 Primary and Secondary Auditing Officers: The auditing officer is the person able to approve warrants. Now that Kuetzing is gone, that needs revised.

ACTION: Commissioner Loring moved, and Commissioner Lindstrum seconded, that the Board appoint Gail Leschine-Seitz to serve on the hiring committee for the Director of Logistics and Operations. ALL AYES; RESOLUTION PASSES.

Res 20-531 Mt. Baker Planned Parenthood Contract update: Mt. Baker Planned Parenthood (MBPP) receives a subsidy of \$40,000 a year. The Board increased that amount to \$45,000, which involved a revision of the contract. MBPP requested some minor revisions to the reporting terms, allowing for more flexibility in when they report and reducing the burden of the six-month report.

ACTION: Commissioner Lehman moved, and Commissioner Seitz seconded, that the Board adopt Resolution 20-531 including the 1st Amendment to the Mt. Baker Planned Parenthood Contract. ALL AYES; RESOLUTION PASSES.

Res 20-532 Six-Year Capital Improvement Plan for SJIEMS (Second Look): The Capital Improvement plan was reviewed in September, and sets aside money each year for the replacement of needed capital improvements and equipment.

ACTION: Commissioner Seitz moved, and Commissioner Lehman seconded, that the Board adopt Resolution 20-532 Six-Year Capital Improvement Plan for SJIEMS. ALL AYES; RESOLUTION PASSES.

Schedule 2021 Budget Hearing: The Board scheduled its budget hearing for November 12, 2020, at 5:00 p.m.

Nov/Dec 2020 Board Meeting schedule: The November Regular Board meeting was scheduled for November 18th, and the December Regular Board Meeting for December 16th.

SUPERINTENDENT'S REPORT: Superintendent Hutchins gave a report on the financial and operational status for San Juan County Public Hospital District No. 1 and San Juan Island Emergency Medical Services. These reports are available on the District's website.

For SJIEMS, there were 124 runs for September 2020, an average of 2:05 chute time (time to get the ambulance out of the bay), and an average scene time of 18:44.

AUDIENCE PARTICIPATION (15 Minute Limit total; comments max 3 minutes per person):

Members of the public were invited in advance to email statements to staff to have them read, or to participate directly. There were no comments in this second round of public comment.


COMMISSIONER COMMENTS: None.

ADJOURNMENT: Chair Lindstrum adjourned the meeting at 7:52 p.m.

ALL EXHIBITS AND SUPPORTING MATERIAL AVAILABLE ON REQUEST.



Signed by Chairperson



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