

**SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 1**  
**Board of Commissioners**  
**Regular Meeting Minutes**  
**Frank Wilson Memorial EMS Building, 1079 Spring Street**  
**Wednesday February 24, 2021**  
**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  
  
Nathan Butler  
Interim EMS Administrator, SJIEMS

**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, with the public participating via phone. Governor Inslee's order, Proclamation 20-28, issued March 24, 2020 and extended several times, 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:** February 24, 2021 Regular Meeting Agenda, January 27, 2021 Regular Meeting Minutes, February 10, 2021 Special Meeting Minutes, SJCPHD #1 Warrant Approval, SJIEMS Warrant Approval

➤ SJCPHD#1 Warrants

○ Payroll	total \$	\$0.00
○ A/P Warrants	total \$	\$2,123.48

➤ SJIEMS Warrants

○ Payroll	total \$	\$94,467.39
○ A/P Warrants	total \$	\$46,779.30

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

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

None.

**OUTSIDE AGENCY REPORTS**

**PeaceHealth Peace Island Medical Center: Subsidy Report 07/01/2020 to 12/31/2020 presented by Beth Williams-Gieger, Director of Administrative Services** Williams-Gieger reviewed the reports which they filed with the District, and which are posted on the website. These reports are inclusive of the semiannual quality and patient experience summary, semiannual quality summary, and the general semiannual report (which can be found on the District website). In the last six months of 2020 there have been 8,454 clinic visits, 1975 ER visits, 78 inpatients/observation, 5,474 imaging exams, 22,851 laboratory tests, 214 surgeries/outpatient procedures, 1,040 cancer care and specialty center visits, and 229 urgent care walk-ins.

**ACTION: Commissioner Anna Lisa Lindstrum moved, and Commissioner Gail Leschine-Seitz seconded, that the District pay the subsidy to PeaceHealth Peace Island Medical Center for the second half of 2020 in accordance with the existing agreement (\$516,838.42). ALL AYES; MOTION PASSES.**

**UNFINISHED BUSINESS**

**Committee Reports and discussion**

- **Off island transport** - nothing to report
- **Community collaborations committee** – met last week. Talked about preschool and head start. Also address the issue of affordable housing. The Montessori school is closing.
- **EMS and Trauma council** – no meeting
- **Civil Investigative demand** – nothing to report
- **Finance committee** – will report later.
- **Interisland healthcare foundation** – nothing to report.
- **Community relations committee** – Anna Lisa had a conversation with an EMS volunteer who expressed that this has been a difficult year do to Covid restrictions. Hard to feel a part of something.

**New Superintendent's Contract** – Commissioners Lehman and Lindstrum are working on it. Will adopt it next month.

**NEW BUSINESS**

**Res 21-542 Shared Administrative Workforce Funding** – This is about how the District balances pay for employees crossing over from EMS to the hospital district and

accounting for it correctly. May need to see who we hire to decide how this policy will flow. The main idea of the resolution is that on quarter of the EMS administrator's salary will be paid by the hospital district. We must make sure that EMS funds go to pay for EMS business. The District opted to move forward on this at the time the District makes the hire.

**Res 21-543 to Pay Down the SJIEMS Building** – this is a proposal from the finance committee and the EMS Administrator. This focuses on our goals as a board to paydown liabilities, so we have an honest picture of where we are. Total owed is about \$598,500.00. If we pay the building off, we will show less cash in the bank but a more balanced budget. The money we free up could be used to pay for medic training.

**ACTION: Commissioner Anna Lisa Lindstrum moved, and Commissions Trish Lehman seconded, that the board approve Res 21-543. ALL AYES; MOTION PASSES.**

**GEMT reconciliation** – There was a mistake in reporting GEMT back in 2019 that we are trying to rectify, and which resulted in the District being overpaid in 2020.

**ACTION: Commissioner Gail Leschine-Seitz moved, and Commissioner Trish Lehman seconded, that the board repay \$81,809.41 GEMT money. ALL AYES; MOTION PASSES.**

**Public records lawsuit** – A serial public records requester filed a lawsuit against the district after a records request. Commissioner Lindstrum read the press release. The district opted to settle the suit for \$15,000 on the basis that it would cost more to defend it. The District does not admit any fault.

**ACTION: Commissioner Anna Lisa Lindstrum moved, and Commissions Everett Clary seconded, that the board adopt the settlement agreement between Eric Hood and SJCPHD#1 with no admission of fault. ALL AYES; MOTION PASSES.**

#### **REPORTS:**

**San Juan County Public Hospital District No. 1** – Revenue for the month was low at \$3,558.00. Expenses were \$2,123.00 because we paid the salary reimbursement to EMS in December. February expenses will catch up with annual payments. The District has \$694,174.00 in cash. Hutchins reported that she was still working with the auditors on 2019 and 2020 reports. The District has monthly meetings on the Care Coordination and the Planning grants. There were no records requests in January. There is a job posting on the hospital website for support person to fill in after Hutchins' departure.

**San Juan Island Emergency Medical Services** – Revenue is low in February. EMS did have a lot of expenses in January, as is routine this time of year. The District is well

within the state guideline for EMS response times. In January of 2020 we had 71 calls. In 2021 we had 67 calls. SJIEMS continues under our COVID response model. We are working to hire some per diem EMTs as there is no good way for our full time EMTs to take time off. Dr. Corsa has introduced ultrasounds and IV pumps. Butler is working with the Fire District on integration.

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

**COMMISSIONER COMMENTS**

**ADJOURNMENT** – Chair Lindstrum adjourned the meeting at 7:33

**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: Peggy Long, Recording Secretary**