

SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 1
Board of Commissioners
Regular Meeting Minutes
Frank Wilson Memorial EMS Building, 1079 Spring Street
Wednesday May 26, 2021
Held Remotely under COVID-19 Rules

SJCPHD #1 Commissioners Present:

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

Others Present:

Nathan Butler
Superintendent, SJCPHD #1
and Interim EMS Administrator

By Phone: None

Absent: None

CALL TO ORDER:

Chair Anna Lisa Lindstrum called the meeting to order at 5:31 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: May 26, 2021 Regular Meeting Agenda, April 28, 2021 Regular Meeting Minutes, SJCPHD #1 Warrant Approval, and SJIEMS Warrant Approval.

- SJCPHD#1 Warrants (April 2021)
 - Payroll total \$ \$2,560.00
 - A/P Warrants total \$ \$35,073.86
- SJIEMS Warrants (April 2021)
 - Payroll total \$ \$94,956.20
 - A/P Warrants total \$ \$31,131.84

ACTION: Commissioner Gail Leschine-Seitz moved, and Commissioner Trish Lehman 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

UNFINISHED BUSINESS

Committee Reports and discussion

- **Community Collaborations Committee** – No meeting
- **EMS and Trauma Care Council** – No meeting
- **Civil Investigative Demand** – There is nothing to report. Commissioner Loring would like a status update from the state.
- **Safety Committee** – The Economic Development Council has applied for funding for health care career pathways training initiative. This is training for home care aids. It was approved by the CCC. It ties in with the care coordination and planning grants.
- **Financial Committee** – Commissioner Clary likes the new forms. Everything is as it is expected to be.
- **Inter-Island Health Care Foundation** – Commissioner Leschine-Seitz stated that she has not received an invitation to this group. Beth states that they are in a wait and see mode.

Grant Discussion: HUB Care Coordination and Planning Grant – Administrator Butler gave a financial update on the grants and presented a financial spreadsheet prepared by employee Steve Wambsganss. His main objective was to show that tracking is taking place. Administrator Butler is the project director of the Care Coordination Grant. He will transfer that role to Orcas and Lopez Superintendent Ann Presson for the Planning grant.

Personnel Policy Review – The new employee policies need to be reviewed and approved by the union; however, the board did agree to allow the vacation policy to go into effect for staff employees.

NEW BUSINESS

Interlocal Agreement for the CODAN Radio System – This is funded out of sales tax receipts, if receipts are down, we may have to contribute. The county is providing the service and has been very generous. The document needs to be adopted electronically.

ACTION: Commissioner Gail Leschine-Seitz moved, and Commissioner Kyle Loring seconded, that the Board adopted the Interlocal agreement for the CODAN Radio System. ALL AYES; MOTION PASSES.

ACTION: Commissioner Kyle Loring moved, and Commissioner Gail Leschine-Seitz seconded, that the Board agrees permit the signing of this agreement electronically. ALL AYES; MOTION PASSES.

Designating the District's Public Records Officer: Nathan Butler is the current Public Records Officer and a transition is needed. Employee Steve Wambsganss has had the necessary training and is prepared to take that role on. This was planned when he was hired.

ACTION: Commissioner Trish Lehman moved, and Commissioner Gail Leschine-Seitz seconded, that the Board formally designate Steve Wambsganss as the District's Public Records officer electronically. ALL AYES; MOTION PASSES.

Revising Board Reports and hospital district logo – The current logo was done in photo shop. It is on the agenda because of the agency branding.

REPORTS:

San Juan County Public Hospital District No. 1 –Steve Wambsganss will be updating the public records policy with the district's legal counsel. The hospital district continues to support the two HRSA grants and is managing a transition from Pam Hutchins to Nathan Butler. The District's finances are sound.

San Juan Island Emergency Medical Services – There seems to be a big jump in calls. Volunteers may be stretched. The District is working hard with the volunteers it has, and this continues to be one of the main reasons for integration. That is why we are still talking to the fire department. Response time is slower in the summer especially on weekends mostly due to traffic in town.

The District is paying off the building bond on May 28th. There have been issues about renewing our line of credit. Banner bank is not used to dealing with municipalities. We are in sound financial standing. Fire Integration continues consistent with the approved implementation plan. Butler will be going on a weeklong vacation, and Weyshawn Koons will be in charge of operations during that time.

A discussion was had about the formatting of the financial and opts reports. No changes were requested.


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

None

COMMISSIONER COMMENTS

None

ADJOURNMENT - Meeting adjourned at 7:03



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
Final version reviewed and submitted by Superintendent Butler**