

**SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 1**  
**Board of Commissioners**  
**Special Meeting Minutes**  
**Frank Wilson Memorial EMS Building, 1079 Spring Street**  
**Wednesday, August 25, 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:**

Nathan Butler  
Superintendent and  
Interim EMS Administrator

**By Phone:** None

**Absent:** None

**CALL TO ORDER:**

Chair Anna Lisa Lindstrum called the meeting to order at 4:31 p.m. in a fully remote MS Teams meeting, with the public participating via phone and/or Microsoft Teams. 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.

**WORK SESSION (4:30 PM):** Matt Ellsworth, Executive Director of the Association of Washington Public Hospital Districts, introduced the AWPHD and then presented on the does/don'ts of board members activities during ballot initiatives. Mr. Ellsworth provided handouts and led a Q&A session.

**RECESS (5:06 PM):** A brief recess was announced from 5:06 PM to 5:28 PM.

**EXECUTIVE SESSION (5:30 PM): RCW 42.30.110 (1)(i) discussion with legal counsel about current or potential litigation.** Chair Lindstrum announced that the executive session would take place from 5:30 PM until 6:00 PM at which time the Regular Meeting would resume. Public session resumed at 6:03 PM. No action was taken.

**CONSENT AGENDA (6:03 PM):** August 25, 2021 Regular Meeting Agenda; July 28, 2021 Regular Meeting Minutes; August 3, 2021 Special Meeting Minutes; SJCPHD #1 Warrant Approval; and SJIEMS Warrant Approval. The Agenda was amended to add Policy 1-047-21 FMLA WFCA and PFML Policy to be discussed at the end of New Business.

- SJCPHD#1 Warrants (Fund 6521) (July 2021)
  - Payroll total \$ \$1,920.00
  - A/P Warrants total \$ \$33,165.44
- SJIEMS Warrants (Fund 6511) (July 2021)
  - Payroll total \$ \$90,913.06
  - A/P Warrants total \$ \$44,082.66

**ACTION: Commissioner Lindstrum moved, and Commissioner Lehman seconded, that the Board approve the Consent Agenda as amended. ALL AYES; MOTION PASSES.**

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

None

### **SUBSIDY REPORTS AND DISBURSEMENTS**

**PeaceHealth Peace Island Medical Center (6:05 PM): Subsidy Report 01/01/2021 to 06/30/2021 presented by Jack Estrada, Chief Administrative Officer.** Mr. Estrada 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 first six months of 2021 there have been 8,038 clinic visits, 1,911 ER visits, 60 inpatients/observation, 5,369 imaging exams, 24,372 laboratory tests, 245 surgeries/outpatient procedures, 1,046 cancer care and specialty center visits, and 178 urgent care walk-ins. Mr. Estrada also spoke to the growth of their integrated behavioral health program and their new and expanding outpatient physical therapy services.

**ACTION: Commissioner Gail Leschine-Seitz moved, and Commissioner Trish Lehman seconded, that the District pay the subsidy to Peace Health Peace Island Medical Center for the first half of 2021 in accordance with the existing agreement (\$531,535.56). ALL AYES; MOTION PASSES.**

**Mount Baker Planned Parenthood (MBPP) (6:45 PM): Six-month subsidy Report 01/01/2021 to 06/30/2021 presented by Executive Director Linda McCarthy.** Ms. McCarthy reported on the work MBPP is doing in Friday Harbor, in Bellingham and throughout Washington State thanks to the funding being provided by the Hospital District. Ms. McCarthy spoke of the hardships MBPP has faced due to the pandemic, but also pointed to the increase of telemedicine which has allowed them to expand services to many rural areas that may not have access to services. Finally, Ms. McCarthy shared her hopes that funding would be resuming soon from State and Federal sources.

**ACTION: Commissioner Gail Leschine-Seitz moved, and Commissioner Trish Lehman seconded, that the District pay the subsidy to Mount Baker Planned**

**Parenthood for the first half of 2021 in accordance with the existing agreement (\$27,500). ALL AYES; MOTION PASSES.**

**Community Paramedicine (7:00 PM): Six-month subsidy Report 01/01/2021 to 06/30/2021 presented by Director of Outreach, Lainey Volk.** Ms. Volk reported on the continuing work of Community Paramedicine, which is mainly funded through San Juan Island EMS, but receives \$5,000 annually through the 3<sup>rd</sup> amendment subsidy agreement with PIMC. In the first half of 2021 106 new referrals have been made by nine entities and the EMS. This number includes 86 active enrollments, 46 of which are new, ranging in age from 20-96 years of age. There have been 734 interactions, with 321 being with patients and the remainder with family members or other resources. Assisted with the flu clinic at the fairgrounds several times, and partnered with PIMC, Eventide and SJC Health to take Covid vaccine to 21 shut-in patients. Ms. Volk also shared some thank you cards from patients she had helped.

**ACTION: Commissioner Trish Lehman moved, and Commissioner Leschine-Seitz seconded, that the District pay the subsidy to Community Paramedicine for the first half of 2021 in accordance with the existing agreement (\$5,000). ALL AYES; MOTION PASSES.**

**San Juan Island Prevention Coalition (7:05 PM): Six-month subsidy Report 01/01/2021 to 06/30/2021 presented by Executive Coordinator, Cynthia Stark-Wickman.** Ms. Stark-Wickman was unable to attend. Commissioners decided to wait to hear the report at the September Board Meeting before releasing funds.

## **UNFINISHED BUSINESS**

### **Committee Reports and discussion**

- **Off-Island Transport** – Nothing to report. Commissioners decided to disband the committee
- **Community Collaborations** – Nothing to report.
- **EMS and Trauma Care Council** – Nothing to report.
- **Financial Committee** – Commissioner Clary reported favorably concerning the finance committee.
- **Long-Term Care** – Nothing further to report. Sales agreement to be discussed in September. Reported on FAQ sheet being put out by external group working independently. Spoke to other groups including Inter-Island Healthcare Foundation and others and found common ground.
- **Community Relations** – Commissioner Lehman reported on recent activities and mentioned Clayton Banry participating in and finishing a race. Nothing else to report.

**Logo Design for Hospital District** – Executive Assistant, Stephen Wambsganss, gave Commissioners an update on design proposals. Commissioners decided to accept a modified version of the final design.

**ACTION: Commissioner Lehman moved, and Commissioner Lindstrum seconded, that the Board approve and accept a modified version of the logo as the new logo of the San Juan County Public Hospital District. ALL AYES; MOTION PASSES.**

## **NEW BUSINESS**

**Updated retention and public records policy:** hospital district updated policies and procedures to incorporate EMS and hospital district policies, and also to ensure that all HRSA requirements were met. Also mentioned that texts between the Superintendent and Commissioner were being stored by the Superintendent so that Commissioners did not need to worry about holding onto those.

**ACTION: Commissioner Loring moved, and Commissioner Clary seconded, that the Board approve the updated retention and public records policy – ALL AYES; MOTION PASSES.**

**Res 21-553 A Resolution Requiring Vaccination for Healthcare Providers and Policy 4-022-21:** Both the Resolution and Policy are up for adoption and are consistent with new state law. However, the impacts are being bargained with the union. Commissioners and Superintendent discussed the implications.

**ACTION: Commissioner Clary moved, and Commissioner Leschine-Seitz seconded, that the Board approve Res 21-553 A Resolution Requiring Vaccination for Healthcare Providers and Policy 4-022-21 – ALL AYES; MOTION PASSES.**

**Policy 1-047-21 FMLA WFCA and PFML Policy:** Will allow the Hospital District to clear up how it will handle PFML going forward. FMLA is a federal policy, however as the Hospital District and EMS have less than 50 employees, there are no employees that qualify. Clarifies policies including: allowing employees to retain health benefits when on leave as long as they cash out their PTO time and pay for their portion of health benefits; and employees may not accrue PTO while on leave, among other changes.

**ACTION: Commissioner Lindstrum moved, and Commissioner Loring seconded, that the Board approve Policy 1-047-21 FMLA WFCA and PFML Policy – ALL AYES; MOTION PASSES.**

## **STAFF REPORTS:**

**San Juan Island Emergency Medical Services** – Superintendent Butler briefly reported on the operation, financial and staffing issues of San Juan Island EMS. Commissioners and Superintendent discussed the difficult calls and volume of calls and the stress it is put on limited staff.

**San Juan County Public Hospital District No. 1** – Superintendent Butler briefly reported on the operation, financial and staffing issues of the Hospital District.

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

None

**COMMISSIONER COMMENTS:** Commissioners commented on the hard work performed and all that had been accomplished by Superintendent Butler and the Hospital District staff.

**ADJOURNMENT:** Chair Lindstrum adjourned the meeting at 7:45 PM.

**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: Stephen Wambsganss, Recording Secretary**