

SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 1
Board of Commissioners
Regularly Scheduled Meeting
Wednesday, December 17, 2014

Commissioners Present:

Commissioner Michael Edwards - Chair

Commissioner Mark Schwinge
Commissioner Rosanna O'Donnell
Commissioner Mike Taylor

Others Present:

SJCPHD#1 Superintendent:
Superintendent
EMS: E. James Cole,
SJIEMS Administrator

By Phone:

Absent: Commissioner Lenore Bayuk

CALL TO ORDER:

Commissioner Edwards called the meeting to order at 5:00 pm.

CONSENT AGENDA:

➤ **Approval of November 19, 2014 Regular Meeting minutes**

➤ **IIMC Warrants**

A/P Warrants	total \$	5,141.34
Payroll	total \$	1,744.52
Payroll Liabilities	total \$	133.44
Electronic transfers for payroll taxes	total \$	136.50

➤ **SJIEMS Warrants**

Payroll	total \$	105,632.52
A/P Warrants	total \$	84,225.32

Commissioner Edwards asked for a motion to accept consent agenda items, Commissioner Schwinge --- so moved, seconded by Commissioner Taylor ---, unanimously approved.

IIMC FINANCIAL AND OPERATIONS REPORTS: Pamela Hutchins presented her financial and operations report.

Financial Reports

- **Cash Report** – November total receipts were \$74,894 of which \$74,894 were tax revenues.
- **Disbursements** totaled \$6,886 which included \$5141 payables and \$1,745 payroll. Payroll consisted of commissioner wages and Pamela Hutchins 4 hours of work done on the Northwest Washington and Southeast Alaska telemedicine grant. There were \$137 in payroll taxes. Most expenses were utilities, maintenance contracts and a quarterly insurance payment. Please see attached Financials for the month of November. The total cash available at the end of November with cash on hand was \$735,093. For the month of November total net income was \$68,706 due to the property tax revenues still coming in from October's tax bill. For year to date total net income is under \$46,486 from budgeted amount. Most of this amount is due to less revenue brought in by old medical center accounts receivable and less property tax revenue year to date.

Operational Report

As Superintendent of San Juan County Public Hospital District #1 I have been attending the Community Health Needs Assessment Committee meetings by Peace Island Medical Center. An assessment of this nature is required of Critical Access Hospitals that provide a subsidy to patients every three years. This will be the first one conducted for Peace Island Medical Center. The meetings are well attended by other community agencies. It has been a valuable resource to discuss health needs in our county. The top three needs that were identified by the participants will be addressed in the final report. There will be a final report issued and will be available on the Peace Island Medical Center website. Participants in this committee include the Family Resource Center, Public Health Department, Library, School District, Chemical Dependency and Alcohol Center, San Juan County Public Hospital District #1, Community Foundation, and San Juan Island EMS. Invitations were extended to over 30 groups to participate.

EMS FINANCIAL AND OPERATIONS REPORTS: November had 112 calls which is actually a slow month for EMS. Sarah, a new EMT has started to do some ride alongs. She has wilderness training off island and will be going through our testing. She will be a good asset to our program. There are a lot of EMT's coming up on their three year mark which you have to have to work on the flight side of operations. Larry

Wall has received a grant to do a high level advanced trauma class in conjunction with the hospital. Up to twenty people can be fully paid to do this high level class from our island and region. There could be a few nurses from Airlift Northwest to take this class. This course would cost \$500 and travel expense. EMT association voted to spend up to 80K from 100K from Dodie Gann gift towards a new ambulance. Karl Kuetzing, EMS Association President, said up to 80K will be earmarked for a new ambulance that probably will cost from 140K to 160K. The balance of the ambulance cost will be solicited from the community. A press release will go out soon announcing this donation. The Association will be working with Ben Waldron, SJIEMS Operations Director, to see what kind of ambulance we need and the specifications we need. This will replace an ambulance that is twenty something years old. It is still safe to drive, but want to use it for shorter runs. Spring and summer is the deadline shooting for new ambulance to be in service. We will start the process in January and it takes six to eight months to build it. EMS is looking at how to do the purchase of the ambulance such as the EMT Association paying the entire purchase. There may be a tax break if the Association buys the ambulance? Jim Cole thanked the EMT Association for their contribution. He stated that he thought this is a project Dodie Gann would have liked. There probably will be some type of plaque or signage on the new ambulance in Dodie Gann's memory and on behalf of the EMT Association. EMS also looking at retiring three of the most expensive vehicles and buying a new truck that could tow the MCI trailers. Study was done on each vehicle to see how much it cost to run each one. Paul Spencer, EMS mechanic, has been helping Ben Waldron on the analysis to see which vehicles to retire. The lieutenant and shifting has been on track and budget neutral. Commissioner Taylor was told by Chief Jim Cole that the figures for shifting will be looked at in February and see what the numbers reveal in March. Also EMS has moved the Island Air Ambulance Membership program on line. This will help the participants from off island be able to go online and check their membership. This will also give the information in a format that will help get out the e-mails and newsletters we want to start in 2015. In January EMS will start a newsletter that highlights the work of our flight nurses and paramedics and try and get some community feedback. Because of Lainey Volk, Education and Prevention Director, all of the money for every 15 minutes has been raised. This is done every three years so everyone in High School can do the program at least once. This program has been valuable to the community. As a result of the program there have been students that said they didn't drive and drink because of going through the program. The date is in April and cost the district no money because Lainey gets grants to fund the entire program.

Island Air Ambulance Report – Larry Wall: Things are gearing up for training in the new Caravan 208. For the aviation side, they are wrapping up all the paperwork. They are working out how to load and unload the patient. They are working on the oxygen system. They are doing fine tuning of patient balance system. They are doing some training in the simulator. Flight personnel are impressed with the lighting system and the space for the patient. It is very easy to do the visual referencing in the plane and can

even get up and move around the cabin if you need to. It is not excessive in space, but just enough. It will have better weather capability in bad weather. The traffic avoidance system is far advanced from the 207. Will Hamilton is working on a bag to put under the loading system that lifts the patient up. Looking at maximum patient loads of up to 400 pounds. Margaret Longly is a new flight EMT and has been with the agency nine years. We are getting a good core of flight EMT'S. Trish Fenstermacher is developing a good training system for 2015. On the legislative front there is an EMS rule change of administrative code and that will take up to 2 years. Commissioner Edwards joined Larry Wall in Olympia for the first meeting. There will be web meetings for the next two years. We are going to be a voice at that table because it is essential that we are represented. Commissioner Mike Taylor asked when will the plane be ready? Larry said end of this month or next. They want to make sure it is safe before it is ready. Commissioner O'Donnell asked about video that might be taken. Roy Fenstermacher is taking some video of training and possibly can show it at next month's meeting. Commissioner Mike Taylor wants to see the finished product. Commissioner Chairperson Michael Edwards wanted to thank Karl Kuetzing and Herb Mason from the EMT Association for their support. In the absence of their support there would be no way EMS could switch out Aid Car 33.

OLD BUSINESS: None

NEW BUSINESS:

Resolution 14-430: SJCPHD#1 Surplus of Assets

Equipment that was bought by Peace Island Medical Center from Inter Island Medical Center for \$25,000 on January 1, 2013. Commissioner O'Donnell moved to accept the resolution and Commissioner Schwinge seconded the motion. Approved Unanimously

Audience Participation: DT McCarty said she was bringing her conscious awareness to the Black killings to our community. She has been at courthouse rain and shine for a few days. Charles McCarty asked how much difference the new IFR in the new Cessna Caravan 208 will make in getting people off the island. Larry responded 30% of year we are at risk of icing situations. This is according to a three year study done by Will Hamilton of Island Air Inc. on weather conditions in our area. This plane can fly in icing conditions where the other plane could not. Aircraft is equipped with synthetic vision which gives the pilots reliable information and enable it to take off in lower visibility weather. On at least three times this last month or so we had to call the navy to take patients off the island because of bad weather. Charles McCarty wanted to know if this plane could have handled these flights. Larry said he could think of a few that it might

have helped. Commissioner Edwards reported from a study by Will Hamilton in 2013 that 33 flights could have been made if we had this plane. This makes about a 10% improvement. Commissioner Taylor said the lighting package and payload is a significant improvement. Leslie Brennen said county and town had video recording and is this such a thing the district could do? Commissioner Edwards stated we have audio recordings to enhance the accuracy of the meeting minutes and they are posted on our website. We have not looked at video. She said a person on Shaw Island could provide this service. Commissioner Edwards said he has viewed those recordings of the town and county and they are not easy to see what is taking place and hear the sound. Commissioner Edwards said for her to give Pamela Hutchins the data on this. The commissioners will review this information and talk about it next meeting. The decision will come down to how much the service costs.

EXECUTIVE SESSION

Adjournment: 5:33 p.m.
Extended time to 6:30 p.m.

Convened: 5:53 p.m.
Convened: 6:30 p.m.

Review performance of public employees according to RCW 42.30.110(1)(g)

Action: Commissioner Schwinge voted to approve Chief Jim Cole's 2015 Contract, Commissioner O'Donnell seconded the motion. All in favor.

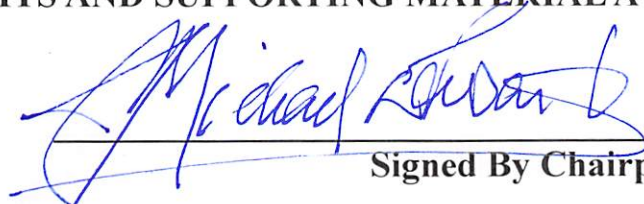
Tabled Superintendent Pamela Hutchins 2015 contract to January board meeting at executive session so more study can be given to comparables and for Commissioner Bayuk to return and give her input.

ADJOURNMENT:

Commissioner O'Donnell---moved to adjourn, seconded by Commissioner Schwinge , all in favor.

Meeting adjourned at 6:37 ---pm.

ALL EXHIBITS AND SUPPORTING MATERIAL AVAILABLE ON REQUEST.


Signed By Chairperson


Date