

SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 1
Board of Commissioners
Regularly Scheduled Meeting
Wednesday, January 21, 2015

Commissioners Present:

Commissioner Michael Edwards - Chair
Pam Hutchins
Commissioner Lenore Bayuk
Commissioner Mark Schwinge
SJIEMS Administrator
Commissioner Rosanna O'Donnell
Commissioner Mike Taylor

Others Present:

SJCPHD#1 Superintendent:

EMS: E. James Cole,

By Phone:

Absent:

CALL TO ORDER:

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

CONSENT AGENDA:

➤ **Approval of December 17, 2014 Regular Meeting minutes**

➤ **IIMC Warrants**

A/P Warrants	total \$	2,464.96
Payroll	total \$	1,060.52
Payroll Liabilities	total \$	81.16
Electronic transfers for payroll taxes	total \$	83.20

➤ **SJIEMS Warrants**

Payroll	total \$	108,165.17
A/P Warrants	total \$	143,950.49

Commissioner Edwards asked for a motion to accept consent agenda items, Commissioner O'Donnell --- so moved, seconded by Commissioner Bayuk ---, unanimously approved.

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

Financial Reports

- Cash Report – December total receipts were \$56,484 of which \$14,870 were tax revenues.
- Disbursements totaled \$3,609 which included \$2,465 payables, \$1,061 payroll, and \$83 in payroll taxes. Payroll consisted of commissioner wages and Pamela Hutchins 4 hours of work done on the Northwest Washington and Southeast Alaska telemedicine grant. The total cash available at the end of December with cash on hand was \$787,968.
- Review of Financial Performance in December, 2014: Please see attached Financials for the month of December. These are preliminary year end numbers. Net Income for December was \$56,067. For year to date budget it shows \$766,983 over budget. The Peace Health Peace Island Medical Center Subsidy payment of approximately \$743, 500 has not been paid to Peace Health and it was budgeted for in December.

Operational Report

Tax Revenues closed the year 5% under what was budgeted for 2014.

Peace Island Medical Center wanted to wait until the February board meeting when they would have their yearend numbers to submit their second half of 2014 subsidy report. Their payment from the District was budgeted for December so the financials reflect that payment that did not happen in 2014. After Peace Island Medical Center delivers their report per the subsidy agreement, and it is approved by the commissioners the payment will be made to them.

Commissioner Taylor wants Peace Island Medical Center to add a clarification to the subsidy agreement either by resolution or some other acknowledgement that the payments will happen in July and January instead of June and December. These dates will allow Peace Island Medical Center to obtain six month and yearend figures for the subsidy reports and the data presented from them would be meaningful data. Commissioner Taylor called the Town of Friday Harbor about the possibility

of reducing the water bill at the Inter Island Medical Center. The water could be turned off, but then there would be a large charge for reconnecting it.

Commissioner Bayuk asked if there had been anymore interest in the Inter Island Medical Center. Pamela Hutchins stated that Gary Franklin, a realtor, had stopped by and picked up the plans for an interested party. She was not in when he returned them so didn't get to ask about the interested party. Commissioner Edwards asked if the storage was more tidy at Inter Island Medical Center in regards to the IMA stored materials. IMA did straighten up some of the stored items and it looks better. IMA is in the process of relocating some of the items since their new building is ready.

EMS FINANCIAL AND OPERATIONS REPORTS:

EMS had 96 calls. There were some horrible weather calls this month with highly dense fog. Most calls were on the flight side. The average responders per call was 4. Response times were within rural benchmarks. The shifting is going well. It is nice to be able to know how many responders will be responding to a call. Presented year end summary for outreach. Up 6% from last year. Lainey Volk works with the schools for outreach programs. Building is quite busy during the week with car seats, training, etc. Commissioner Taylor asked about Every 15 Minutes update. We have obtained all the necessary funding to put on the Every 15 Minutes program. It is funded by grants and donations. Some community groups have donated extra because the EMS levy failed. Lainey Volk has found all the funding and counselors and speakers for the program. She has found some speakers that have had children involved in a drunk driver accident. There are also moulage classes involved to make the victims look as real as possible. Cady Davies and Laney Volk run the activity. They went to school for the event about ten years ago. Students as well as parents have benefited from this exercise. This is the third time that Every 15 Minutes has been held. EMS ended the year strong. CAMTS PIF will be worked on coming this fall. Larry Wall will submit the recertification application and they will come out for that process. On the financial side we are over budget for income and under budget for expenses which we try and do every year. Because of budget cuts and more than expected revenues there is an additional \$340,000 to come into 2015. Chief Cole recommends that \$150,000 of this be put into a vehicle reserve fund for replacement of Aid 32-31 in 5-6 years, and a new medic vehicle next year as recommended by mechanic with ongoing additions of approximately \$50,000 annually to assure continued replacement of vehicles

into the future. He also recommended that \$100,000 be put into 2015 capital purchase line for vehicle replacements for \$20,000 for a utility truck that replaces 3 older vehicles going to be surplus and \$80,000 for completion of the ambulance replacement project without any public outreach for additional funds. Additional or unused funds would be placed back into either the capital vehicle or operations roll over accounts. A/R balance is trending normally. Sarah Bernstein was introduced as a new EMT which has wilderness EMT training. She will be completing her orientation with our agency.

Island Air Update: Larry Wall

2014 ended with 298 flights for the year which was what we expected. Hope to get the Caravan activated soon. This new plane will help with some of the weather we have had in January. We utilized the Navy for some bad weather flights. Island Air Ambulance was committed on a flight and the Navy was able to help. We had to hold the ferry up a few times to get patients off island in bad weather. Caravan is FAA operable. Was able to commit to Caravan with one patient and another patient in the other plane. Commissioner Taylor commented on the fact that this was multi simultaneously patient care. He offered congratulations to those team members to make this kind of care happen. The flight EMT model is one that does not raise costs too much. Commissioner Taylor asked about any new information about working with the new Sheriff. Sheriff Krebs is putting together a committee to look at the boat operations again. Several agencies locally will be participating in these talks. The new sheriff boat is the Sentinel and needs to be looked at and who will be operating it. In the meantime Vessel Assist is used if necessary. There will be points of discussion about fees and how EMS will utilize the new boat.

OLD BUSINESS: None

NEW BUSINESS:

Consideration of Listing Inter Island Medical Center Building with Real Estate Agent

Commissioner Edwards stated that the Inter Island Medical Center has been vacant since November 26, 2012. IMA has been paying for storage space while their building was being built which is not the best use of the building. There has been sporadic interest in the building so he wanted to bring up to the board the possibility of obtaining a broker and listing the property for sale.

Commissioner Bayuk thinks this is a good idea. It is costing the district over thirty thousand dollars just to keep the building. It is also declining in its looks with it being vacant. Commissioner Bayuk thinks that it would be a good idea to get a broker who really knows commercial real estate and the island. Commissioner Taylor would like to see a Request for Proposal process to find the right broker. Commissioner Edwards thinks this process would be in the district's best interest. Commissioner Schwinge asked if we had heard anything else from Dr. Shu of the W.I.N.S. Institute that looked at the building. Commissioner Edwards stated he had not heard from him. Commissioner Bayuk told the commissioners that Dr. Shu had opened his practice on Price Street. Commissioner Edwards with the board's permission asked Commissioner Taylor to assemble the Request for Proposal for Real Estate Services to assist the district in the sale of the Inter Island Medical Center.

Consideration of Video Streaming SJCPHD#1 Board Meeting

Commissioner Edwards stated that Leslie Brennan had sent the Board of Commissioners some information on video streaming the district meetings. Commissioner Edwards wanted the other commissioners to voice their opinions on this issue. The County Council Chambers and the Board of Health use this format for their meetings. Commissioner Edwards has had problems with those video streams at times and so has Commissioner Schwinge. There is a maintenance component that also goes with this process. It comes down to an expense question also. Commissioner Bayuk said ideally it is a good idea, but on her priority list the expense with the current budget does not make it a priority at this time. Commissioner O'Donnell also thinks that it would be a good idea, but right now there seems to be other more important issues to devote time and money towards. She would like to table it and look at the process again in a year. Commissioner Taylor also would like to look at a forward plan of initiatives, but at this moment with current financial considerations to look at he is not in favor of the expense. Commissioner Taylors thinks this process is an intent the board would like to pursue at a later date. Commissioner Taylor asked Leslie Brennan about the costs of the video streaming. She stated that in her correspondence with Chad Swanson of AVCaptureAll that the costs are insignificant for the process. The equipment necessary for the streaming process would cost approximately \$115 and a laptop would be required to run the service. For 500 hours of public access and 1,500 hours of archived meetings the monthly fee would be \$399 a month. For the district needs this plan would be necessary and it could not use the less expensive \$199 or \$299 a month plan. Commissioner Schwinge stated that for the year this cost would be \$4,788 and he didn't consider this amount of expense insignificant. Employees

are taking pay cuts and he didn't think this was the right time to incur additional expense. Leslie Brennan stated this would provide transparency to the community. Commissioner Schwinge stated that the board meetings are open to the public and are not well attended. She said that 5:00 p.m. is not a convenient time for the meetings. Leslie Brennan stated that this expense for a 3.2 million budget would only be approximately .01 percent of the budget. Commissioner Edwards stated that when you are operating on an extremely tight budget that close to \$5,000 of expense is a significant expense. When there are pay cuts in effect it would not be prudent to add a new expense even though it is a desirable expense. Another component to this addition is that though it is convenient to sit at home and view the meetings, there is no avenue to have discourse back and forth to offer opinions. Commissioner Edwards thinks that for now the idea should be tabled for a year and revisit this next January, not dismiss completely. Commissioner Schwinge stated that it is a nice idea to have, but the idea is all expense and has no revenue associated with it. We are posting the minutes on the website. We started recording the minutes so we could publish them accurately. The minutes use to be a couple of pages long, but now they are four to five pages long. Commissioner Edwards stated that now the minutes are very comprehensive so anyone wanting to know what went on at the meeting can read the minutes and know. Commissioner Bayuk asked Pamela Hutchins, Recording Secretary, to build in a reminder to revisit this idea of video streaming the board meetings.

AUDIENCE PARTICIPATION:

Sharon Kavisto of the San Juan Islander commented that the proposal by Leslie Brennan about video streaming the board meetings would be an effective way for more people to see the meetings. For \$199 a month people could see the meetings. Another attempt to pass a levy will be coming up in 2016 and this would be a good way to provide the community transparency. It would be a low cost way to be more transparent. Commissioner Edwards stated that the \$199 cost would not include the video streaming component and he would rather adopt the \$399 a month program. Sharon Kavisto commented that some people don't watch the town's meetings all day, but go in after and look at the meeting. The District could just do the \$199 package and it would be available to the public if they wanted to go back and watch the meeting. Commissioner Edwards stated that the \$199 program limits the viewings to 100 people and we have approximately 7,400 population. He just doesn't think the proposal is right for now, but will revisit the idea. He thanked Leslie Brennan for the idea. Commissioner Schwinge commented that perhaps they needed to see how

much of an interest is out there for something like this. If there is a broad base of interest for it, then the money for it should be found. Commissioner Schwinge asked Leslie Brennan if she knew how broad the interest was for this video streaming of meetings. She stated she didn't know but it was important to her and her friends she knew and Sharon Kavisto, which reaches more people that she does, thinks it is a good idea. Sharon Kavisto stated she thought more people would be interested in seeing the meeting rather than just reading the minutes although Pamela Hutchins does an excellent job with the minutes. Commissioner Taylor was wondering if perhaps a survey could be taken or a link put on the website that could get a sense of how many would be interested in this project. Commissioner Taylor said if we could measure how many people come to the website to read the minutes, then possibly we could see how many would like them streamed. Then the cost might be justified at this time to add this process. So is there a way to get an interactive measurement to add this project and spend the money? Commissioner Edwards will call town and county about their use. He will see if he can get how many times the town and county recordings are viewed. If they have a significant use number then it could change the adoption of the video streaming. Commissioner Taylor asked if any of the other junior districts used video streaming. None of the other junior districts use it and neither does Orcas Fire and Rescue. Commissioner Taylor said of what he has heard there is an interest in using video streaming, but there is more quantifiable research to be done on it. Ben Waldron asked if possible we could use the county or town chambers and their equipment for the meetings. Commissioner Schwinge asked Jim Cole how much it would take to set up a survey monkey or something like it to get community feedback. Jim Cole stated to get a broad survey of the community it would cost thousands of dollars, but there were some unofficial ways to get an idea of interest but they would not be statistically valid. The Journal has a question on its page asking if you would support or not some question it asks. The wheel then shades in red or green and you get a sense of at least who voted what their answer is. There are also blogs out there that the community reads that might be used to ask the question. Leslie Brennan stated that the equipment is not going to cost that much and the amount of people interested in it if just one person thinks it is worth it doesn't it make it worthwhile like Every Fifteen Minutes is worth it if it saves one life? Commissioner Edwards answered no it does not make it cost effective for just one person. Leslie Brennan stated what number of people interested would make it worthwhile. Commissioner Edwards said he didn't know, but it always costs more than you think it will. If there is a low number of people that were interested it would make it less desirable to incur the costs. It has to be archived and it would have to be the \$399 a month program. Leslie

Brennan suggested the \$199 a month program and it would be better than what there was now. Commissioner Edwards stated the board has made a decision not to approve the video streaming, but will revisit the issue. DT McCarty said the community needs to be encouraged to come to meetings because there is no substitute for attending them in person. She also would like the volume of the meetings to be louder. Commissioner Edwards asked DT if she had any suggestions for getting more people to attend the meetings because she misses very few. Beth Williams Gieger of PIMC reminded attendees not to park in the Emergency parking. Greg Lowe of PIMC asked her to make that announcement. Audience disagreed that they shouldn't park there since there are many spots there and have never seen them close to being filled at that time of the day.

EXECUTIVE SESSION

Adjournment: 5:50 p.m.
Extended time to 6:30 p.m.

Convened: 6:20 p.m.
Convened: 6:33 p.m.

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

Action: Commissioners voted on Superintendent Contract for 2015. Commissioner Bayuk voted to cut nothing from proposed contract. Commissioner O'Donnell voted to cut the \$1,500 Health Reimbursement Account to \$900. Commissioner Schwinge voted to cut \$600 from Health Reimbursement Account and 1 PTO day. Commissioner Taylor voted to cut \$600 from Health Reimbursement Account and 1 PTO day. Chairperson Edwards voted to cut \$600 from Health Reimbursement Account and 1 PTO day. Commissioner Taylor called for a motion to cut \$600 from Health Reimbursement Account and cut 1 PTO day. Commissioner Schwinge seconded the motion. Chairperson Edwards stated that PTO and benefits will be looked at for the paramedics and the EMS staff so for consistency cutting these for the Superintendent is necessary. All in Favor except Commissioner Bayuk which was a no vote.

ADJOURNMENT:

Commissioner Bayuk---moved to adjourn, seconded by Commissioner Taylor. All in favor.
Meeting adjourned at 6:43---pm.

ALL EXHIBITS AND SUPPORTING MATERIAL AVAILABLE ON REQUEST.



Signed By Chairperson



Date