

**SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 1**  
**Board of Commissioners**  
**Regularly Scheduled Meeting**  
**Wednesday, May 27, 2015**

**Commissioners Present:**

Commissioner Michael Edwards - Chair  
Commissioner Lenore Bayuk  
Commissioner Mark Schwinge  
Commissioner Rosanna O'Donnell  
Commissioner Mike Taylor - Secretary/Treasurer

**Others Present:**

Pamela Hutchins  
SJCPHD#1 Superintendent  
  
EMS: Cady Davies  
SJIEMS Executive Assistant

**By Phone:**

**Absent:**

**CALL TO ORDER:**

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

**CONSENT AGENDA:**

➤ **Approval of April 22, 2015 Regular Meeting minutes**

➤ **IIMC Warrants**

<b>A/P Warrants</b>	<b>total \$</b>	<b>25,509</b>
<b>Payroll</b>	<b>total \$</b>	<b>1,554</b>
<b>Payroll Liabilities</b>	<b>total \$</b>	<b>122</b>
<b>Electronic transfers for payroll taxes</b>	<b>total \$</b>	<b>119</b>

➤ **SJIEMS Warrants**

<b>Payroll</b>	<b>total \$</b>	<b>113,449.08</b>
<b>A/P Warrants</b>	<b>total \$</b>	<b>100,929.40</b>

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

**Under New Business, Discussion about interaction of SJCPHD#1 and other agencies was moved to the top of the agenda so Fire Chief Marler could give his report and leave.**

Chief Marler stated that Fire District #3 had no interest in trying to move San Juan Island EMS under Fire District #3 and their Board of Commissioners stated that in their last meeting. Their Commissioners and he were satisfied with the way EMS was functioning. They didn't see any reason to change something that was working well for our community. If the two boards had concerns at a later date, the matter could be discussed, but for now San Juan Island EMS is serving the community well. Commissioner Bayuk asked if someone from the Fire District would like to be on the EMS Chief Selection Committee. Chief Marler said he would participate on that committee.

Commissioner Edwards and Commissioner Bayuk also commented on the meeting they had with the Board of Health. The meeting was friendly and productive and they are going to schedule another meeting soon.

**FINANCIAL AND OPERATIONS REPORTS WERE SUBMITTED BY PAMELA HUTCHINS, SUPERINTENDENT FOR SJCPHD#1 AND BY CADY DAVIES, SJIEMS EXECUTIVE ASSISTANT.**

**ISLAND AIR AMBULANCE UPDATE WAS SUBMITTED BY LARRY WALL.**

**Old Business:**

**Progress of Listing Inter Island Medical Center Building with Real Estate Agent:** Commissioner Mike Taylor will get with each realtor and find out their fees in event of a sale. At the next meeting on June 8, 2015 he will present these fees and a vote will be taken to see which realtor will represent the Inter Island Medical Center sale process.

**New Business:**

**EMS Resolution 15-431: Surplus Sale of Retired 2007 Ford Taurus**  
Commissioner Edwards asked for a motion to accept this motion. Commissioner O'Donnell so moved and Commissioner Schwinge seconded the motion. The car is no longer needed by SJIEMS. The car will be going to the Fire Marshall of San Juan County.

### **EMS Resolution 15-432: Renewal of Islanders Bank Line of Credit**

Commissioner Edwards asked for a motion to accept this motion. Commissioner Schwinge so moved and Commissioner O'Donnell seconded the motion. Commissioner Taylor recused himself from the vote. The rest of the Commissioners voted in favor of the resolution. This will extend the Line Of Credit for an additional two years.

### **Discussion about Used Ambulance: Ben Waldron, Dir. Of Operations, EMS**

Ben Waldron went to look at a 2003 Used Ambulance at Woodinville. He thought it was in good condition. Paul Spencer, our Mechanic, thinks it is a good buy, and the ambulance would cost \$35,000. This ambulance would help our fleet be better stair stepped for replacement schedules of our agency.

### **Discussion of EMS Chief Selection Process:**

Discussion ensued about who should be on the EMS Chief Selection Committee. Consensus was that two board commissioners, two EMT's, Director of Critical Care Flight, Director of Emergency Response, a Fire District #3 person, and a community member should make up the committee. The committee members should be known in a few weeks.

### **AUDIENCE PARTICIPATION:**

Paramedic Weyshawn Koons invited the members running for Board of Commissioners in the fall to come by EMS and learn about the agency since a big part of a commissioner's job is overseeing EMS.

Eileen Drath wanted to make sure it was not a conflict of interest for Jenny Ledford to be working with San Juan Island EMS since she is running for the Board of Commissioners. Commissioner Edwards said he would look into it, but he did not think it was a conflict since she was volunteering her time.

**Executive Session: Review performance of public employee according to RCW 42.30.110(1)g) Adjournment to session: 5:57 p.m.**

**Adjournment from Executive Session: 6:22 p.m. Adjournment back to public session: 6:24 p.m.**

**Action from Executive Session: Would proceed to put together the Chief Selection Committee as stated in the meeting.**

**Pamela Hutchins, Superintendent, and Cady Davies, Executive Assistant, would be co-administrators for San Juan Island EMS until a Chief is hired provided that it was legal to have this type of leadership for an EMS agency.**

**ADJOURNMENT:**

**Commissioner Schwinge---moved to adjourn, seconded by Commissioner Bayuk. All in favor.**

**Meeting adjourned at 6:26---p.m.**

**ALL EXHIBITS AND SUPPORTING MATERIAL AVAILABLE ON REQUEST.**

  
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**Signed By Chairperson**

  
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**Date**

**The full video version of these minutes can be found at [sanjuanco.com/council/video.aspx](http://sanjuanco.com/council/video.aspx)**

**The original document is retained at the Frank Wilson EMS Building at 1079 Spring Street, Friday Harbor, WA 98250 in San Juan County Public Hospital District #1 permanent proceedings file.**

**Attest: Pamela Hutchins, Recording Secretary**