

SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 1
Board of Commissioners
Regularly Scheduled Meeting
Frank Wilson Memorial EMS Building, 1079 Spring Street
Wednesday July 25, 2018

Commissioners Present:

Commissioner Anna Lisa Lindstrum
Commissioner Mark Schwinge
Commissioner Rebecca Smith

Others Present:

Pamela Hutchins
SJCPHD #1: Superintendent

Jerry Martin
SJIEMS: Chief

By Phone: Commissioner Michael Edwards

Absent: Commissioner Warren Appleton

CALL TO ORDER: Vice Chair Rebecca Smith called the meeting to order in the absence of the chair at 3:00 p.m.

ACTION: Commissioner Edwards moved to pass the July 25, 2018 Regular Board Meeting Agenda, seconded by Commissioner Lindstrum. ALL AYES; MOTION PASSES.

CONSENT AGENDA: June 28, 2018 Regular Meeting Minutes, July 17, 2018 Special Meeting Minutes, July 25, 2018 Regular Meeting Agenda, SJCPHD #1 Warrant Approval, SJIEMS Warrant Approval.

- IIMC Warrants
 - Payroll total \$ 0.00
 - A/P Warrants total \$ 16,906.50
- SJIEMS Warrants
 - Payroll total \$ 81,238.39
 - A/P Warrants total \$ 41,389.92

➤ **MOVED by Commissioner Schwinge to approve the consent agenda as written for June 2018; Seconded by Commissioner Edwards. ALL AYES; MOTION PASSES 5-0.**

SJCPHD#1 OPERATIONS REPORT: Pamela Hutchins, Superintendent.

Superintendent Hutchins gave her financial and operational report for June 2018. There have been 3 contract offers on the IIMC, one of which is to be discussed shortly. Delegation of Powers continue to be developed. Chair Edwards and Superintendent Hutchins attended the AWPCHD conference in Chelan which was very informative. The Citizen's Advisory Group continues to meet, and next meets on August 22nd. The audit

for 2015/2016 financials and accountability was completed July 20, 2018. The findings did note some deficiencies. The district will be moving to the cash basis (from GAAP/accrual), which will help with clearing a lot of the deficiencies going forward. Superintendent Hutchins answered questions regarding the audit. Chris Compton, CPA, and Chief Martin commented as well. Commissioner Smith thanked Pam, Chris, and others who worked on the audit, "it's a lot of work."

SJIEMS OPERATIONS REPORT: Jerry Martin, SJIEMS Chief. Chief Martin gave his financial and operations report for June 2018. Discussed cash reserves, response times, ACH funds received. Commissioner Lindstrum and Chief Martin discussed their concerns regarding the Supervising physician position.

Dr. Edwards congratulated EMS for its receipt of ACH funds, "I know you have been working many months with the ACH, and they think the world of you, and sure enough you have reaped the benefits of this." Discussed management's intentions to resume a community paramedicine subcommittee.

AUDIENCE PARTICIPATION:

The floor was opened to public comment, with comments limited to 3 minutes. Karin Agusta, Dr. John Geyman, Barbara Sharp, and Leslie Brennan.

UNFINISHED BUSINESS

Committee Report: EMS/FD Talks, CAG by Commissioner Smith: Citizen's Advisory Group is moving forward, is meeting twice in August, and Commissioner Smith thanked them for serving, recognizing two who were in attendance. They next meet August 22nd.

Committee Report: CCC by Commissioner Lindstrum: Noted the excellent collaboration between the different local agencies. Discussed the project to get more needle collection sites. Said Lindstrum, "It is good to see what can be accomplished when people work together."

Committee Report: Review of EMS Training Certification by Commissioner Smith: Met most recently on July 11th, will meet again at the first part of August, and will report again at the next board meeting.

NEW BUSINESS

EMS Hire of temporary replacement for Kaitlyn Johnson: Chief Martin would like to hire a temporary EMT to cover for Kaitlyn Johnson to accommodate her maternity leave for several months. The total cost would be about \$27,000, which would be covered by not upgrading the security system. Johnson goes on light duty on August 1st. This allows EMS to maintain its commitment to keep EMTs on duty 7 days a week.

ACTION: Commissioner Edwards moved and Commissioner Schwinge seconded that SJIEMS hire temporary replacement to accommodate maternity leave for EMT Kaitlyn Johnson. No discussion. ALL AYES; MOTION PASSES.


EXECUTIVE SESSION RCW 42.30.110(1) (c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public. Executive session was scheduled to last from 4:20 to 4:40, then extended once to 4:50 p.m. Public session opened again at 4:55 p.m.

Commissioner Smith made a motion to accept purchase price of \$850,000 with a \$25,000 earnest money and 35-day feasibility study subject to all of the contract details. Commissioner Schwinge expressed his concern. VOTE 3-1, MOTION PASSES.

ADJOURNMENT:

Meeting adjourned at 4:57 p.m.

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: Nathan Butler, Board Recording Secretary