

SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 1
Board of Commissioners
Special Meeting Minutes
Frank Wilson Memorial EMS Building, 1079 Spring Street
Wednesday January 22, 2020

SJCPHD #1 Commissioners Present:

Commissioner Everett Clary
Commissioner Anna Lisa Lindstrum
Commissioner Trish Lehman
Commissioner Gail Leschine-Seitz
Commissioner Kyle Loring

Others Present:

Pamela Hutchins
Superintendent, SJCPHD #1

Karl Kuetzing
Interim Chief Administrator, SJIEMS

By Phone: None

Absent: None

CALL TO ORDER: Chair Anna Lisa Lindstrum called the meeting to order at 1:30 p.m.

WORK SESSION, 1:30 – 4:30 p.m.: District legal counsel, Richard Davis, gave training by Skype for Open Public Meetings Act (OPMA), the Public Records Act (PRA), and governance.

RECESS, 4:30 – 5:30 p.m. Session resumed at 5:30 p.m.

ACTION: Commissioner Loring moved, and Commissioner Clary seconded, that the SJCPHD#1 Warrant approval be removed from the consent agenda, deferred to next month. No discussion. **ALL AYES; MOTION PASSES.**

ACTION: Commissioner Loring moved, and Commissioner Lehman seconded, that the Board amend audience participation to both the beginning and the end of the Board meeting through the end of March. No discussion. **ALL AYES; MOTION PASSES.**

CONSENT AGENDA: December 18, 2019 Regular Meeting Minutes, January 2, 2020 Special Meeting Minutes, and SJIEMS Warrant Approval. (SJCPHD#1 Warrants deferred to next month)

- SJCPHD#1 Warrants
 - Payroll total \$ NA
 - A/P Warrants total \$ NA
- SJIEMS Warrants
 - Payroll total \$ 104,393.78
 - A/P Warrants total \$ 76,105.26

- **ACTION: Commissioner Leschine-Seitz moved, and Commissioner Loring seconded, that the Board approve the amended consent agenda and amended agenda. No Discussion. ALL AYES; MOTION PASSES.**

AUDIENCE PARTICIPATION

SJCPHD#1 OPERATIONS REPORT: Pamela Hutchins, Superintendent.

Superintendent Hutchins deferred her report to the following month with the approval of the Board.

SJIEMS OPERATIONS REPORT: Karl Kuetzing, SJIEMS Chief. Chief Kuetzing gave his financial and operations report for December 2019, including some year-end data. The year 2019 ended with 100% of Revenue projections and 93% of expenses projections. There were 92 runs in December, for the entire year there were 1184 runs treating 1200 patients. Integration Steering Committee did not meet in December, but meetings are being planned. Full discussion of 2019 year-in-review was deferred.

ACTION: Commissioner Loring moved, and Commissioner Leschine-Seitz seconded, that the Board accept the amended letter to be sent to the Fire District. No discussion. ALL AYES; MOTION PASSES.

UNFINISHED BUSINESS

Committee Reports and discussion: Reports were made by the Off-Island Transport, CCC, Trauma Care Council, IIFH and Long-term Care, and Community Relations committees. No action taken.

Integration EMS and Fire: Discussed briefly the ongoing integration effort.

NEW BUSINESS

Election of Officers for 2020: Current Officer slate elected in December 2019 is Anna Lisa Lindstrum (Chair), Kyle Loring (Vice-chair), and Everett Clary (Secretary and Financial Officer).

ACTION: Commissioner Leschine-Seitz moved, and Commissioner Lehman seconded, that the Board adopt all officers as currently constituted. No discussion. ALL AYES; MOTION PASSES.

Committee Assignments for 2020: Committees as amended will be

- Off Island Transport: Clary and Loring
- Community Collaboration Committee (CCC): Leschine-Seitz and Lehman
- EMS and Trauma Care Council: Leschine-Seitz

- Civil Investigative Demand (CID): Loring
- Finance Committee: Clary and Lindstrum
- Inter Island Healthcare Foundation (IIHF) and Long-term Care: Lehman and Leschine-Seitz
- Community Relations Committee: Lindstrum and Lehman
- Integration Steering Committee: Lindstrum, with Clary as alternate.

ACTION: Commissioner Leschine-Seitz moved, and Commissioner Lindstrum seconded, that existing committees be retained as amended above.

SJIEMS: Renewal for Dispatching Services (5-year agreement): This item was deferred to a later meeting at Chief Kuetzing’s request.

COMMISSIONER COMMENTS

AUDIENCE PARTICIPATION

ADJOURNMENT: Chair Lindstrum adjourned the meeting at 7:30 p.m.

ALL EXHIBITS AND SUPPORTING MATERIAL AVAILABLE ON REQUEST.

Signed by Chairperson

Date

The original document is retained at the San Juan County Pubic 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, Recording Secretary