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PO BOX 213, Vashon WA 98070

vashonhealthcare.org

**BOARD MEETING MINUTES**

Date: May 18, 2022

Time: 19:00

Place: ZOOM Meeting, <https://zoom.us/j/94707956113>

Present: Tom Langland, President

 Eric Pryne, Position 2

 Alan Aman, Position 3

 Wendy Noble, Position 4

 Don Wolczko, Position 5

 Eric Jensen, Superintendent

1. Call to order at 19:00
2. Approve/Amend May 18 Agenda

A motion and 2nd were made to approve the agenda as presented, and the motion passed unanimously.

 **AGENDA APPROVED 5-0**

1. Approve/Correct May 4, 2022, Regular Meeting Minutes

A motion and 2nd were made to approve the minutes as presented, and the motion passed unanimously.

 **MINUTES APPROVED 5-0**

6. Committee Reports

a. Finance Committee

Commissioner Wolczko reported that the payroll for the pay period ending May 15 was

$4,181.57. He moved to approve the payroll. Commissioner Pryne seconded the motion.

Motion passed unanimously.

Commissioner Wolczko then reported on issues with accessing banking statements needed to reconcile the pre-paid debit card. The problem was fixed in time for the accountant to complete the District’s 2021 annual report to the State Auditor.

1. Superintendent’s Report

Superintendent Jensen briefly commented on the 2021 Year End District financial report, the 2022 1st Quarter District financial report and the District’s SAO Annual report, all of which were included in the Board meeting packets.

Commissioner Aman raised the issue of our previous request to Sea Mar that the monthly clinic financial reports include a comparison against an annual budget. Sea Mar has stated they don’t report clinic financial information against annual budget for any of their clinics.

Commissioner Aman moved that the District request that Sea Mar prepare an annual budget for the Vashon Clinic by June 19 for approval by the District. Commissioner Wolczko seconded the motion. Motion passed unanimously.

Superintendent Jensen commented on Vashon patient satisfaction data for the 12 months ending April 2022, and the first quarter 2022 clinic quality measures for Vashon. Sea Mar reports results for Vashon on 14 clinical quality measures against goals for those measures. Commissioners raised a number of questions regarding the data. It was decided that Sea Mar should prepare to address these questions at their next Quarterly report to the Board.

Project Financing and Construction Options

Superintendent Jensen reviewed the revised options based on feedback from the Strategic Planning Task Force. Two of the four options presented at the previous Board meeting have effectively been eliminated. The remaining options include:

1. District Acquires Land and Constructs the Clinic Utilizing an alternative public contracting process
2. District Acquires Land, Enters into a Ground Lease with Sea Mar and Sea Mar Funds and Constructs the Building

Discussion followed. Commission Langland commented that under Option 3, we could not guarantee to the public we would own the building even after the project was complete even if we have the option to buy it. Commissioner Aman wants us to produce a recommendation on the preferred option including details on why ownership is important to the District. Commissioner Pryne expressed concerns about the future of the $3 million appropriation and suggested we talk to Rep. Joe Fitzgibbons about the feasibility of transferring this to the District.

6. Committee Reports

 b. Clinic Relations

Commissioner Noble reported on the recent Clinic Relations Committee. Jeni Johnson, Exec. Director at Vashon Youth and Family Services and a couple of her staff attended. Jeni reported on a recent grant application, their hiring of a community relations Navigator, and the need for a Social Worker for Vashon. VYFS will be participating in a Vashon Health Fair coming up this Fall. Commissioner Noble would like the District to provide support for the Health Fair as needed.

c. Outreach

Commissioner Pryne reported there was no committee meeting, but there have been two meetings with the website designer. Progress is being made. He requested that commissioners provide a 200-word biography and photo for use on the website.

d. Strategic Planning Task Force

Superintendent Jensen commented that minutes for the recent Task Force were included with the Board materials. Regarding the 2nd Board Planning Retreat, he reported that we need to find a new date given that Jody will be gone from June 15 through the July 4 weekend. Commissioner Pryne is also gone through June 20. It was decided to try and schedule the meeting for July 6. For the 2nd Board planning session, the Superintendent reported on the additional analytics Jody is gathering and that not all of what we requested is available. Commissioner Aman suggested we consider the additional questions we are trying to answer in terms of gaps in service, etc. and what data might be needed to answer those. He also asked about progress on the long-term financial plan. The target date for completion of that was originally May 31.

Discussion then followed on the need to identify new members for the Task Force as it shifts its focus to broader strategic planning issues beyond the new clinic facility. Commissioner Aman requested that he develop a revised Task Force charter

 7. Public Comment

 None.

8. New Business

1. Resolution 2022-02 – Board Meeting Dates

It was agreed that the regular Board meeting date and time for June will be the 1st and 15th of the month at 7:00 p.m. This will be a hybrid meeting with in-person attendance and the ability for attendance by the public via Zoom. The location will be the Sheffield conference room located at 18850 103rd Ave SW, Vashon, WA.

Tom moved to approve the Resolution with the date, time and location discussed. Eric seconded the motion. Motion passed unanimously.

1. Credit Card Policy (Revision)

Superintendent Jensen explained changes in the credit card policy. Commissioner Aman moved to approve the policy. Commissioner Wolzcko seconded. The motion was approved unanimously.

1. Travel and Expense Policy

Superintendent Jensen explained the changes in the policy. Commissioner Aman moved to approve the policy. Commissioner Wolzcko seconded. The motion was approved unanimously.