



PO BOX 213, Vashon WA 98070
vashonhealthcare.org

BOARD MEETING MINUTES

Date: October 5, 2022

Time: 18:00

Place: Vashon Presbyterian Church, 17708 Vashon Hwy SW, Vashon ZOOM Meeting,
<https://zoom.us/j/94707956113>

Present: Tom Langland, President, Position 1

Wendy Noble, Position 4

Alan Aman, Position 3

Eric Pryne, Position 2

Eric Jensen, Superintendent

Absent: Don Wolzcko

The meeting was called to order at 18:00 by Tom Langland.

Introduction

Superintendent Jensen introduced Patrick Hurley, the new Administrative Assistant for the District.

Approve/Amend October 5, 2022 Agenda

Commissioner Pryne moved to approve the Agenda. Commissioner Aman seconded the motion. Motion was approved unanimously.

Approve/Correct Sept. 22, 2022 Regular Meeting Minutes

Commissioner Noble moved to approve the Sept. 22 minutes. Commissioner Aman seconded the motion. Motion passed unanimously.

Public Comment

There was no public comment. Public comment time would be offered at the end of the meeting as well.

Superintendent Report

Superintendent Action Items – Update - Superintendent Jensen explained that this meeting's report included some updates to action items he had developed as part of the goals for this year, including a detailed policy related to the budgeting process. Commissioner Aman requested to turn this into a transition document. Superintendent Jensen will continue to update it and welcomed inputs from others.

Update on Property Issues - Superintendent Jensen is working with the Sheriff's Department to determine the need and process for civil eviction for a person staying at the new property. He summarized the process of civil eviction if it is required and stated that attorney assistance may be sought.

2023 Budget Calendar - Superintendent Jensen summarized the budget calendar:

Monday, October 17	Budget Review by Finance Committee
Tuesday, November 1	File Budget with Commission & Post on District Website
Friday, November 4	Publish Budget Hearing Notice – Seattle Times
Friday, November 11	Publish Budget Hearing Notice – Seattle Times
Monday, November 14	Special Board Mtg–Budget/Levy Hearing
Wednesday, November 16	Regular Board Meeting – Approve Budget Resolution
Wednesday, November 30	Deadline to File Levy Request with King County

Commissioner Pryne commented that last year the Board decided, based on the opinion of the MRSC, that the RCW language regarding advertising in a newspaper of general circulation is general enough that the Beachcomber qualified. The Board agree that November 14 will be the date for the Special Meeting. Commissioner Langland will ensure the meeting venue is available.

Medicaid Quality Incentive Payment Policy - Superintendent Jensen summarized the MQIP program through which the District receives funds by virtue of its membership in the AWPFD. The policy explains why the District receives these funds, and the procedure explains how to access the portal to run reports on these payments. Payments made through the portal are deposited into the District’s bank account. This policy is for your information. It doesn’t require approval. In response to a question by Commissioner Aman, Superintendent Jensen confirmed that about \$5,000 was received from AWPFD around May and another \$5,000 will be received in November. The funds received annually are approximately \$10,000.

Superintendent Time Study - Superintendent Jensen summarized his work time over the past few months, which has averaged over 25 hours a week.

Commissioner Aman inquired about the status and work product of the consultant hired for the Market and Environmental Statement. Superintendent Jensen informed the Commissioners that the consultant had been paid and that questions from the group were incorporated and addressed as an addendum to the PowerPoint. That addendum was never presented because we never scheduled the planned follow-up meeting for the Board.

Unfinished Business

Vashon Clinic Transition Plan Update - Superintendent Jensen and Commissioner Aman briefed the Board on the recent conversations with Sea Mar. Superintendent Jensen updated the plan document based on the most recent developments regarding efforts in engaging Sea Mar in an extension of the termination date of our agreement with them. The document addresses and includes a situational analysis, case statement, asset transfers, contracts, receivables, provider options, identified risks, communications plans, stakeholder groups, and conducted and upcoming presentations and meetings.

Superintendent Jensen reported that he forwarded draft changes to the operating agreement to Sea Mar with the proposed change in the subsidy retroactive to April 1 and effective through Dec. 31. Sea Mar also asked him to draft the revision to the sub-lease to extend the term. We will propose June 30 although they would like a longer term.

Commissioners agreed it would be useful to share brief notes from their outreach activities and share them with Commissioners Noble and Pryne for consolidation so that all are aware of emerging options, issues, and trends.

Commissioner Pryne thanked Superintendent Jensen and Commissioner Aman for the conversations and updates as it seems that the communication and relationship with Sea Mar is in a better place

Committee Reports

Finance Committee

Payroll for approval - Superintendent Jensen submitted the payroll for the 2nd half of September for approval. Commissioner Aman moved to approve the payroll, which was seconded by Commissioner Noble, and unanimously approved.

Accounts Payable - Superintendent Jensen summarized accounts payable and requested approval of remaining warrants. Commissioner Aman moved to approve the warrants. Commissioner Langland seconded and they were unanimously approved.

Outreach Committee

Commissioners Pryne and Noble updated the Board regarding positive messaging, strategy and tactics for sharing information and listening to community members. A number of outreach events are planned at Minglement, outside the Hardware Store during first Friday, and outside grocery stores. Presentations have been provided to the VYFS board and Social Services Network and another at the Rotary meeting on October 6th. Commissioner Noble provided an update on the status of the new website that is now ready to be launched.

Strategic Planning Task Force

Commissioner Langland thanked the select group of Vashon community members for their contributions to the task force. He shared a set of criteria discussed at the task force meeting last week for evaluating the credibility of Sea Mar's proposal to operate the clinic with no subsidy, including:

- Does Sea Mar commit to fully fund operation of a comprehensive Vashon primary care clinic for 10 years
- Does Sea Mar commit to invest sufficient capital funds to build a facility that meets the island primary care needs for 10 years
- Does Sea Mar commit to include integrated behavioral health services and same day access to all patients regardless of insurance status
- How will Sea Mar engage with the community to identify health care service priorities and service gaps
- How will Sea Mar share with the community its performance metrics for patient experience, access and clinical quality at the Vashon Clinic

New Business

Payroll Documentation and Approval Policy - Superintendent Jensen presented a policy that specifies documentation and approvals for Payroll and asked the Board for approval because it specifies that the Superintendent's time is approved by the Board when payroll is approved. Commissioner Aman moved to approve the proposed policy and document; Commissioner Noble seconded the motion; The motion was unanimously approved.

Superintendent Jensen outlined other policies and procedures that were being updated and because all were finance-related, Commissioner Aman asked that they be brought to the Finance Committee for review and then forwarded to the Board for approval.

Interim Superintendent – Next Steps

As Superintendent Jensen will be departing the District for a new position, Commissioners expressed their gratitude for Superintendent Jensen's great work on behalf of the District from its infancy and for help providing structure and guidance and great accomplishments delivering healthcare to Vashon.

Commissioners shared their priorities for leadership for the District in the interim period and agreed upon a hiring process and schedule for an Interim Superintendent. A special meeting will be held on Wednesday, October 12th, at 6:00, at the same venue for the purpose of deliberating and voting on an Interim Superintendent. Executive Session for private deliberations.

Public Comment

Baruch Brad Roter, MD asked about behavioral health and Alan responded suggesting BH doesn't need to be large scale.

Patricia asked if Superintendent Jensen was returning since his position is interim. Superintendent Jensen and the Commissioners confirmed that he was not. Commissioner Langland explained that the recruitment process for a permanent Superintendent would begin in parallel with the appointment.

Adjournment - Commissioner Pryne moved to adjourn the meeting at 19:35, which was seconded by Commissioner Noble, and unanimously approved.

The next Regular Meeting will be on Wednesday, October 19, 2022, at 18:00 on ZOOM,
<https://zoom.us/j/947079561>