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REGULAR MEETING MINUTES

Date: November 2, 2022
Time: 6:00 p.m.
Place: Vashon Presbyterian Church, 17708 Vashon Hwy SW, Vashon
           ZOOM Meeting, https://zoom.us/j/94707956113

Present: Tom Langland, President, Position 1
           Eric Pryne, Position 2
           Alan Aman, Position 3
           Don Wolczko, Position 5
           Tim Johnson, Superintendent

1. **Call to order- legal notice that meeting is being recorded** - The meeting was called to order by Commissioner Langland who also provided notice that the meeting was being recorded.

2. **Approve/Amend Nov. 2, 2022 Agenda** - The agenda was approved unanimously.

3. **Approve/Correct Oct. 19, 2022 Regular Meeting minutes -** The minutes from the October 19, 2022 meeting were unanimously approved with some edits, particularly to the Budget discussion section.

4. **Public Comment** - Commissioner Langland opened the initial public comment period. No attendees in person or via zoom volunteered comment.

5. **Superintendent Report**
   a. **2023 Draft Legal Budget – Discussion** - Superintendent Johnson provided an overview of the budget options provided to the Commissioners prior to the meeting, the differences based upon various assumptions regarding the levy rate and whether or not the District includes funding for a subsidy for a new primary care provider. The potential subsidy is set at $100,000 per month for six months, a total of $600,000. There are also provisions for the option of a $500,000 restricted capital fund. The baseline budget, which was also posted on the VHCD website, includes a lower levy rate of approximately$.389/1000 that generates the same annual levy dollars as 2022. Formulations were completed by former

1

Superintendent Eric Jensen before his departure.

Following the overview of the baseline budget and options, the Commissioners discussed the various budget options, questions about specific expenses, levy dollars, and various contingencies and uncertainties in 2023.

b. **Superintendent Action Items** - Former Superintendent Jensen included a current copy of the superintendent's action items with updates of completed items at the time of his departure. Superintendent Johnson will be developing an updated and expanded action item list, and a review/discussion of current items and status is appropriate.

c. **Sea Mar Transition Planning** - Commissioners discussed the update of the current state of the transition plan that former Superintendent Jensen provided in writing to the commissioners as of October 31.

d. **State Audit Update** - As of now, there is no schedule for the state audit. Staff will coordinate on getting the audit scheduled and preparing necessary documents.

e. **Squatter on Property** - Superintendent Johnson discussed the matter with Sheriff's deputies and will begin the civil eviction process; he will also discuss the removal of existing structures with island contractors.

f. **District Office** - Per the discussions that have arisen out of the budgeting process, Superintendent Johnson is looking at available office space for rent with the priorities of: sufficient space to accommodate file storage, work space for the superintendent and admin, location suitable to public engagement, meeting space for committees and work groups. Potential for holding regular meetings is also being explored.

6. **Committee reports**

    a. **Finance Committee** – Commissioners Wolczko, Aman, and Johnson - Commissioner Wolc
        i. **Payroll for approval: October 16 to October 31, 2022 -** a payroll cost breakdown for the period was provided to the Board prior to the meeting, totalling $5,053.90.
        ii. **Approval of Warrants -** All to date were previously approved.
        iii. **Retroactive Pay for Former Superintendent Jensen** - Commissioner Aman provided background on the discussion in the past months of 2022 about increasing the Superintendent position to .6 FTE.

        Following discussion, Commissioner Aman moved to authorize the Finance Committee to reinspect the work hours performed data from Eric Jensen, validate it, and arrange payment to a level not to exceed 60% FTE for the period July 1, 2022 to October 31, 2022, which was seconded by Commissioner Langland. Following discussion, the motion was approved unanimously (4-0).

b. **Outreach Committee** – Commissioner Pryne provided an update from the Committee's meeting on October 26th, recent outreach efforts, plans for the upcoming weeks, and the new website. Representatives from SeaMar will be participating in a Voice of Vashon interview on November 8th.

c. **Strategic Planning Task Force** – Aman, Langland - A meeting of the task force was not held since the last meeting. Commissioners discussed and decided they would wait until the next meeting to determine how and when to engage elected officials.

7. **New Business- Change Regular Meeting Time** - Following discussions with Commissioners, Superintendent Johnson proposes that the possibility of moving the regular meeting to 7:00 PM be discussed for future action. With the superintendent no longer needing to travel from off island, the 6 PM time is no longer needed. Following discussion, the Commissioners expressed support for a resolution changing the meeting time to 7 pm rather than 6 pm. Superintendent Johnson will draft a resolution to adjust the time. In addition, the future meeting agenda will include an item to discuss whether the December 21 meeting should not be held. In the future, the Commissioners may consider reducing meetings to once per month.

8. **Public Comment -** Commissioner Langland opened the second public comment period.
   - Debby Jackson, via ZOOM, expressed appreciation for the Board's due diligence in discussing and deciding upon the budget.
   - No other comments

9. **Adjourn** - Commissioner Wolczko moved to adjourn the meeting, which was seconded by Commissioner Pryne , and unanimously approved.

The Special Budget and Levy Hearing will be held Monday, Nov. 14, 2022 at 18:00 on ZOOM,
https://zoom.us/j/94707956113

The next Regular Meeting will be on Wednesday, November 16, 2022, at 18:00 on ZOOM,
https://zoom.us/j/94707956113