



PO BOX 213, Vashon WA 98070  
vashonhealthcare.org

## REGULAR MEETING MINUTES

Date: Dec. 7, 2022  
Time: 7:00 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  
Wendy Noble, Position 4  
Don Wolczko, Position 5  
Tim Johnson, Superintendent

**Call to order** - The meeting was called to order at 7:07 p.m. by Commissioner Langland

1. **Approve/Amend December 7, 2022 Agenda** - Motion by Commissioner Wolczko to approve the meeting agenda; seconded by Commissioner Noble; approved unanimously.
2. **Approve/Correct November 16, 2022 Regular Meeting minutes** - Motion by Commissioner Pryne to approve the prior meeting minutes; seconded by Commissioner Wolczko; approved unanimously.
3. **Public Comment** - Commissioner Langland opened the public comment period of the meeting. No attendees in person or via ZOOM offered comment.
4. **Superintendent Report**
  - a. **2023 Draft Legal Budget – Completed** - the levy request has been filed with King County and all steps in the 2023 legal budget process have been completed.
  - b. **Sea Mar Transition Planning** - Commissioners Aman and Langland and Superintendent Johnson met with Sea Mar representatives on Tuesday, November 29, where the condensed criteria developed by the Strategic Planning Task Force was presented and discussed. While Sea Mar expressed that there was no substantive objection to any criterion, there was agreement that some would need more detail to be fully understood and agreed upon. It was agreed that Mike Leong would forward his most current draft of the six-month lease extension/2022 subsidy reduction agreement and that Sea Mar was ready to proceed with it while the remaining criteria were considered.

The condensed criteria was transmitted to Sea Mar with the understanding that they would review and reply. The intention is to be able to draft a memorandum of understanding that would be a predicate of a longer lease extension, with perhaps a right of first refusal on the Sea Mar building needing to be a separate contractual document. Superintendent Johnson is in discussions with the attorney on these matters.

- c. **State Audit Update** - A virtual meeting was held on Thursday, December 1 with the

auditor, and specifics of initial documents requested were shared. The audit is to be only on the basis of accountability rather than financial and accountability, due to the district revenues being under \$2 million. This eases the amount of documents required and should make for a quicker process. As part of the audit, Commissioner Wolczko and Superintendent Johnson are scheduled for interviews with the auditor.

- d. **District Property** - Superintendent Johnson is
- e. s awaiting contractor cost estimates to begin the process of demolition. He has also begun discussions with Kathy from Kathy’s Corner regarding potential tree removal on the property line. He has received voluntary cooperation from several homeless men in vacating the premises, and is working to ensure he has legal authority to board up the structures pending demolition.
- f. **District Office** - Superintendent Johnson has reviewed several properties, and currently, the most suitable is an office in the Sheffield Building, adjacent to the large conference facilities in the building, which would be suitable for regular meetings. He is awaiting a lease proposal, but preliminary discussions indicate a cost of around \$600 per month, inclusive of conference room use. He has asked for permanent scheduling of regular District meetings as part of any potential lease.
- g. **Technology** - Some functionality issues with equipment continue, and Superintendent Johnson is working on upgrading batteries in the District laptops as well as purchasing another laptop so we can have a stand-alone Zoom computer. Google Drive is working well, and we will be working to integrate more commissioners going forward. Website updates and improvements continue as well.
- h. **Conflict of Interest and Commissioner Compensation Waiver** - As a result of audit preparation and ongoing review of procedures, Superintendent Johnson advises that the commissioners update a conflict of interest statement (to be drafted) and waiver of compensation as an annual process in the last meeting of each calendar year.

**5. Committee reports**

- a. **Finance Committee** – Commissioner Wolczko presented payroll, warrant, and credit card payments for the period and made a motion to approve the following; which was seconded by Commissioner Aman; and approved unanimously:

<b>Vouchers (Warrants)</b>	
Numbers: 2022-39 through 41	<b>\$ 10,250.37</b>
2022-42 through 43	<b>\$ 1,101.02</b>
<b>Payroll</b>	
Dates: November 16 - 30, 2022	<b>\$ 4,125.74</b>
<b>Electronic / Debit Card Payments</b>	
Dates: Oct 11 - Nov 11, 2022	<b>\$ 196.23</b>

Superintendent Johnson also noted that he had requested the Sea Mar financials which had not been sent.

- b. **Outreach Committee** – Will meet next week. The committee will be determining and redefining its role going forward. Its focus is expected to be on outreach rather than

promoting Sea Mar and listening to the community.

- c. **Strategic Planning Task Force** – A brief meeting was held principally for reviewing the conversation underway with Sea Mar and reviewing and reaffirming criteria. All committee members support the criteria. There is a possibility of SeaMar not meeting criteria nor coming to agreement to extend the lease after June 30. The next meeting would be on Friday, 12/9.

6. **Unfinished Business- Priorities** - Commissioners are asked to provide their priorities for the coming year, and share them in advance of the next meeting.

7. **New Business**- none

8. **Public Comment**

Elizabeth Shephard requested a reiteration of the timing of the discussions with Sea Mar. The Superintendent and Commissioners shared that they had discussed condensed criteria the week prior; shared some documentation and ideas which are now being reviewed; requested follow up meetings; and both entities are trying to move quickly to continue the discussion. More information will be shared when finalized.

Ms. Sheparad also asked what the public process would be. Commissioners Aman and Langland and Superintendent Johnson have been empowered to negotiate until an agreement is reached or they understand agreement is not possible. More info would be shared at the next regular meeting or at a special meeting if the timing and situation called for one. A final agreement would have to be brought forward to the entire commission.

9. **Adjournment** - Commissioner Aman made a motion to adjourn the meeting; seconded by Commissioner Noble; approved unanimously.

10. **Next Meeting:** The next Regular Meeting will be on Wednesday, December 21, 2022, at 7:00 p.m. There will be a new ZOOM link for virtual attendees: <https://zoom.us/j/82699377083>.

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