



PO BOX 213, Vashon WA 98070
www.vashonhealthcare.org

REGULAR MEETING MINUTES

Date: February 1, 2023

Time: 7:00 p.m.

Place: Vashon Presbyterian Church, 17708 Vashon Hwy SW, via ZOOM: <https://zoom.us/j/82699377083>

Call to order - Commissioner Langland called the meeting to order at 7:00 and presented the agenda.

1. **Approve/Amend February 1, 2023 Agenda** - Motion by Commissioner Wolczko to approve the meeting agenda; seconded by Commissioner Pryne; approved unanimously.
2. **Approve/Correct January 18, 2023 Regular Meeting minutes** - Motion by Commissioner Pryne to approve the prior meeting minutes; seconded by Commissioner Noble; approved unanimously.
3. **First Public Comment Period** - Commissioner Langland opened the first of two public comment periods of the meeting. No attendees in person nor via ZOOM offered comment.
4. **Superintendent Report** - Superintendent Tim Johnson provided his report:
 - a. **Sea Mar** - Superintendent Johnson had a first monthly check-in with Sea Mar representative, Mary Bartolo, with an eye toward finding ways to both keep each other informed and solicit assistance from each other when needed.
 - b. **State Audit Update** - The audit has been completed, with no findings and no management notes. The district received praise as having an unusually excellent first audit. The next audit is scheduled for fall of 2025.
 - c. **Technology** - Updates continue on the website and with the Google Drive rollout. Technology is being researched to improve hybrid meetings and a new zoom technology package will be proposed at the next meeting.
 - d. **All District Meeting** - The meeting is scheduled for 6 PM on February 6, and all districts have thus far agreed to attend.
 - e. **Social Service Network** - Commissioner Noble and Superintendent Johnson have begun attending the Social Services Network monthly meetings. The next one is February 7th. The network will be useful for staying informed and to reach out for both interest in committee and planning activities and requesting any data and information they might have that would be relevant for the district's strategic planning.
 - f. **AWPHD/ Other PHD Interaction** - Matt Ellsworth of AWPHD has set up some communications opportunities between small Districts with similar issues and interests as Vashon. Superintendent Johnson continues building relationships with similar districts and watching for educational opportunities for staff and Commissioners.
 - g. **Advisory Committee** - Superintendent Johnson is seeking acceptance of the draft charter for an advisory committee, and would like to begin populating and organizing it, in order to have a broad range of advice and expertise available for himself, committees, and commissioners, and to encourage a flow of ideas. Motion by Commissioner Pryne to approve the charter to form an advisory committee; Seconded by Commissioner Langland; Following discussion the motion passes 4 to 1, with Commissioner Aman voting against.

- h. **Budget Documents** - Budget allocation will be a key component of the strategic planning process, so Superintendent Johnson is preparing a format to begin the process by the first regular meeting in March offering a year-to-date budget vs actual reports to the board.

5. **Committee reports:**

- a. **Finance Committee** – Commissioners Wolczko & Aman - The subsidy reimbursement has been received from Sea Mar. Following presentation of the Voucher, Payroll, and Electronic/Debit expenditures for the period, Commissioner Wolczko made a motion to approve the following expenditures, which was seconded by Commissioner Noble, and approved unanimously:

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|---|------------|
| Vouchers (Warrants) | |
| 2023-1: Lake, Kennedy, McCulloch, CPA | \$2,019.00 |
| 2023-2: Sunrise Ridge Health Services | \$7,524.40 |
| 2023-3: Washington State Auditor’s Office | \$638.55 |
| 2023-4: Washington State Auditor’s Office | \$5,282.55 |
| Payroll | |
| None | - |
| Electronic / Debit Card Payments | |
| None | - |

- b. **Outreach Committee** – Commissioners Pryne & Noble - The Committee met on the 24th considering the shift in focus of the District from subsidizing primary care to identifying the next priorities in the continuum of the District’s stated mission. As requested by the Committee, Commissioner Pryne made a motion to approve two proposed activities, below, which was seconded by Commissioner Langland, and unanimously approved:
- c. approval for the following:
 1. The charge of placing an op-ed in the Beachcomber, and developing other avenues of distributing a “kickoff” message explaining the rationale for and the high-level explanation of the Strategic Planning process that will take place.
 2. The charge of organizing “listening sessions”, including public engagement in-person “chats” of large (formal meeting session) medium (targeted group meetings) and small (office hours and one on one) size, and request for feedback through electronic or physical means.
- d. **Strategic Planning Task Force** – Commissioners Aman & Langland - A draft charter for the strategic planning task force was presented for Board feedback and possible action. Following discussion, Commissioners agreed to reach out to consultant, Joe Kunkel, about facilitating a discussion on formulating a vision and process prior to taking further action on the proposed charter. Superintendent Johnson will arrange a conversation, including Commissioners Aman and Langland.

6. **Unfinished Business** - None

7. **New Business:**

- a. AED Discussion - Superintendent Johnson introduced the recent topic of AED access on Vashon as an example to learn from how other groups address urgent needs. As the District conducts its strategic planning, it will ultimately need to decide how it processes and supports initiatives like this to address island needs.
- b. MRC Collaboration - Commissioner Noble proposed increasing communication and

collaboration with the Medical Reserve Corp (MRC). The Board agreed with her suggestion to have someone from the MRC come and present their work and current and planned activities.

8. **Second Public Comment Period** - Commissioner Langland opened the second public comment period of the meeting, with the following attendees providing comment via ZOOM:
 - Debby Jackson: appreciated the idea of an advisory committee, but to be used as needed because the Board should be the lead in strategic planning. She also suggested the Board may need to revise the Strategic Task Force as its original purpose was for a building project. Some members of the task force may be a better fit for an advisory committee. Finally, she suggested that the Board follow the example of the school board which held a half day meeting devoted to planning with the full group and a trained facilitator would be useful to lead the process.
 - Marcie Rubardt: concurs with much of the same and would like to reinforce that although all agree generally on higher level goals, the strategic process is unclear and a facilitator would be important; and the strategic planning task force should be reconfigured as the original purpose was for a building project.
9. **Adjournment** - Don; Eric; 9:06 p.m. Commissioner Wolczko moved to adjourn the meeting at 9:06 p.m.; Seconded by Commissioner Pryne; Approved unanimously.

Next Meeting: Wednesday, February 15, 2023, at 7:00 p.m. The agenda for that meeting and minutes for the meeting above will be posted on the [VashonHealthCare.org website](https://www.vashonhealthcare.org) prior to the next meeting.
