



PO BOX 213, Vashon WA 98070

www.vashonhealthcare.org

REGULAR MEETING MINUTES

Date: January 18, 2023

Time: 7:00 p.m.

Place: Vashon Presbyterian Church, 17708 Vashon Hwy SW, Vashon

ZOOM Meeting: <https://zoom.us/j/82699377083>

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

1. **Approve/Amend January 18 2023 Agenda** - Motion by Commissioner Aman to approve the meeting agenda; seconded by Commissioner Wolczko; approved unanimously.
2. **Approve/Correct January 4, 2023 Regular Meeting minutes** - Motion by Commissioner Noble to approve the prior meeting minutes; seconded by Commissioner Pryne; 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. **Presentation: "Rules of the Road" by Matt Ellsworth from the Association of Washington Public Hospital Districts (AWPHD)** - Mr. Ellsworth's presentation included definitions and roles of PHDs; authorities and responsibilities of Commissioners and staff in policy, administration, and delegation; available tools and resources; potential areas of conflicts; and guidance for being a "high functioning board". The full presentation is available online here: <https://prezi.com/view/O02aXfOikXO60FVp4QPn/>.
5. **Superintendent Report**
 - a. **Strategic Planning** - Superintendent Johnson provided an update on his Strategic Planning focus. Both the Outreach Committee and the Strategic Planning Task Force have met and begun work on activities related to the pivot from the primary activities relating to the Sea Mar relationship. Both Committees will present their own work and priorities. Superintendent Johnson also shared his thoughts and priorities in the near term.
 - b. **State Audit Update** - There is a scheduled audit exit conference on Friday, January 20, as well as a pre-conference check-in scheduled for Thursday. Overall the audit is clean and the District did quite well for a first audit.
 - c. **District Property** - Work continues to form a small works roster.
 - d. **District Office** - No update
 - e. **Technology** - Work continues on website reorganization.

- f. **Priorities** - The document has been updated and is being submitted for board approval.
- g. **All-District Meeting** - Still in the process of being scheduled.
- h. **Advisory Committee** - A redraft of a proposed charter for an Advisory Committee, which would have a semi-autonomous role as advisors and resources for any committee, commissioner, or staff member, was shared with Commissioners.

6. Committee reports

- a. **Finance Committee** – Approval of Vouchers, Payroll, and Electronic / Debit Card Expenditures as presented by Commissioner Wolczko:

Vouchers (Warrants)	\$0
Payroll	
<u>January 15, 2023</u>	
Total Direct Deposits	\$2,939.67
Total Reimbursements	\$0.00
Total Garnishments	\$0.00
Total Taxes (Employee and Employer)	\$1,008.61
Total Debit	\$3,948.28
Electronic / Debit Card Payments	
12/11/2022-01/10/2023: No Expenses	\$0

- b. **Outreach Committee** – Pryne, Noble -The Outreach Committee met Jan. 6 and discussed its potential role in the district’s rebooted strategic planning effort. Committee members concluded the board should delegate to the committee hands-on responsibility for development and implementation of the community engagement component of the strategic plan (with board oversight). The Committee shared a “charter” formalizing this proposal for the board’s review. The Committee also proposed activities that it could be doing now to engage the public in strategic planning (e.g. commentary for the Beachcomber, community listening sessions).
- c. **Strategic Planning Task Force** – Aman, Langland - Commissioner Aman made a presentation to inform the board concerning the VHCD Strategic Planning “reboot” including strategic planning processes, current state of affairs, Mission and Vision, questions for discussion, timelines, and next steps. Proposed next steps, which will be further discussed at the next meeting(s) include: Creating a charter for the strategic planning task force for commission approval; scheduling a commission discussion of vision revision; and informing the community of the planning process and intentions.

7. Unfinished Business-

- a. **Priorities List Approval** - Following discussion, Commissioner Aman made a motion to adopt the ‘Commissioner Priorities Summary’ document; seconded by Commissioner Noble; approved unanimously.

8. New Business -None

9. Second 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.

10. Adjournment - Commissioner Wolczko moved to adjourn the meeting at 8:59 p.m.; seconded by Commissioner Aman; approved unanimously.

Next Meeting: Wednesday, February 1, 2023, at 7:00 p.m.
