



PO BOX 213, Vashon WA 98070

www.vashonhealthcare.org

REGULAR MEETING AGENDA

Date: February 15, 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 15, 2023 Agenda** - Following a motion and second, the agenda was approved unanimously.
2. **Approve/Correct February 1, 2023 Regular Meeting minutes** - Following a motion and second, the agenda was 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 Johnson
 - a. **Accounting** - In the wake of the audit, the process of turning some of the accounting and payroll duties from LKM to Patrick has begun. Some slightly new control procedures will be adopted without LKM as an external control for some of these duties. LKM will continue to provide quarterly compilations and the annual report, and other duties as needed to train and support Patrick.
 - b. **Procedures and Documents** - We are working on collecting and properly filing the myriad documents (example, the Enduris Insurance policy) that the District has, and creating a better system for preserving and accessing them. We are also continuing to address reviewing and updating multiple policies, and creating some new ones (including for Small Public Works).
 - c. **Health Insurance** - I am researching the available options for the District to provide health insurance benefits in the near future. The cost/benefit ratio of plans procured through the district is significantly better than purchased individually through the Exchange.
 - d. **Technology** - I am proposing the purchase of a Meeting Owl, which is the name of an all-in-one camera/speaker/microphone for video conferencing. It is the industry leader, well ahead of competitors, is substantially plug and play, is used widely and successfully, and is both Zoom certified and recommended. It is expensive, but is the best solution for a meeting of our size and type, and presents the best ease and reliability of use. Additionally, I would like to purchase a monitor of appropriate size so commissioners could better see Zoom participants. Estimated costs are as follows:

- Meeting Owl \$1,049
- Monitor \$250
- Case \$60
- Associated Cables/Misc. \$100
- Tax \$132
- **Total \$1,591**

Commissioner Langland made a motion to approve the technology purchases for up to \$2,000; Seconded by Commissioner Pryne; Approved Unanimously.

- e. **All District Meeting** - The meeting took place on February 6, with the Fire and Parks Districts indicating that they will seek lid lifts and the School District still unsure of their bond issue at this time. The Cemetery District is seeking new property for a Green Burial site of approximately 5 suitable acres after a previous site fell through. There were no substantial questions or issues raised about our levy rate.
- f. **Local Districts and Organizations Interaction** - I will be participating in the Vashon Fire District's strategic planning process on Friday. Commissioner Noble and I have invited the MRC to attend a future meeting and brief the District on their current and future activities. I would like to start scheduling representatives of other health-related organizations to attend future meetings and brief the Commissioners on their general activities.
- g. **AWPHD and Other External Interaction** - I have begun the process of drafting a request for a matching grant from the AWPHD for Joe Kunkel so that I can fill in the particulars as we develop that relationship and process. I had an introductory meeting with Anne Presson, former Superintendent at Orcas/Lopez Islands, thanks to Commissioner Pryne, and she has offered some support where needed. I am going to work on an introduction with the Point Roberts PHD, that is doing some innovative things around Urgent Care.
- h. **Advisory Committee** - I have spoken to John Jenkel who is willing to act as an interim organizer if it pleases the Board and will recommend some initial names for approval. He is out of town for this week but we should have some recommendations for the March 1 meeting, and of course the Commissioners can add to the list.
- i. **Budget Documents** - A monthly updated year to date Budget to Actual report will be a standard feature of your board packet beginning in March.

5. **Committee reports**

- a. **Finance Committee** – Commissioners Wolczko & Aman
 - Approval of Proposed Purchases and Vouchers, Payroll, and Electronic/Debit Expenditures:

Prior Approvals	
Proposed Technology Purchases (see above):	Up to \$2,000
Reimbursement for Printer Purchased by Don Wolczko	\$ 250 + tax
Payroll	
Pay Period: January 16-31, 2023	Total Direct Deposits \$3,080.46 Total Reimbursements \$0.00 Total Garnishments \$0.00 Total Taxes (Employee and Employer) \$1,034.80 Total Debit \$4,115.26
Electronic / Debit Card Payments	
No Payments for the Period Jan-Feb	\$0

- There was a meeting about transitioning accounting and payroll functions on Feb. 14th.
 - Commissioner Aman and Superintendent Johnson are working on setting up a Finance Committee meeting, including an update on prospective cash flow.
- b. **Outreach Committee** – Commissioners Pryne & Noble - working on putting together community listening session in early march at the land trust building; still setting date; also discussion meetings with small groups and individuals, such as sessions like those conducted last Fall at places like coffee shops and outside grocery stores; keep hearing about various community priorities and needs; also discussions about website updates and revisions following the shift in the relationship with Sea Mar.
 - c. **Strategic Planning Task Force** – Aman, Langland - Committee has not met in the period but has begun to engage consultant, Joe Kunkel, to assist with helping the Board collaboratively develop its vision and strategy.

6. **Unfinished Business**

- **Discussion with Joe Kunkel on Strategy and Vision** - Consultant Joe Kunkel introduced himself, his proposed process, and lead a long discussion and question and answer session among Commissioners. Following the initial discussion, Commissioners agreed with the idea to engage Mr. Kunkel as a neutral advisor, discussed the potential scope and fee of the engagement, and will work with him prior to the next meeting to learn the details. but want to refine the scope of his work.

7. **New Business** - None

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: provided comment saying she was “super impressed” by the discussion about strategy and vision. She really liked Commissioner Noble’s attention to community-based care, which is broader and has more components than primary care. She also liked Commissioner Langland’s statement of organizing the providers on the island, with the potential of incentivizing their participation.

9. **Adjournment** - Commissioner Wolczko moved to adjourn the meeting at 8:55 p.m.; Seconded by Commissioner Aman; Approved unanimously.

Minutes for the above meeting will be posted on the VHCD website after Board approval.

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