



P.O. BOX 213, Vashon WA 98070

www.vashonhealthcare.org

REGULAR MEETING MINUTES

Date: September 20, 2023

Time: 7:00 p.m.

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

Present: Tom Langland, Position 5, President

Eric Pryne, Position 2

Alan Aman, Position 3

Wendy Noble, Position 4

Tim Johnson, Superintendent

Call to order - The meeting was called to order by Commissioner Langland at 7:00 p.m.

1. **Approve Meeting Agenda** - Commissioner Langland moved to approve the agenda with an amendment to move the Executive Session to the last item on the agenda; which was seconded by Commissioner Pryne, and approved unanimously (4-0).
2. **Approve Minutes for Prior Regular Meeting** - Minutes for the September 6th meeting will be approved at the next meeting when other Commissioners are present.
3. **First Public Comment Period** - No Comments
4. **Superintendent Report** - Superintendent Johnson presented his report which was further detailed in the board packet:
 - a. **Strategic Planning** - This meeting we will be reviewing and approving charters for the three priorities (Urgent Care, Primary Care Reserve, Behavioral Health). Our current strategic planning schedule has been updated as follows:
 - Sept. 20— Approve Charters; Begin project plan schedules; and introduce Budget Allocation Tool.
 - Oct. 1— Review/Update of Dashboards and Project Plans, and add preliminary Budget Allocation Estimates. *Begin long range (3 year) budget planning process.*
 - Oct. 15—Review Dashboards and Budget Allocations. Approval of initial Project Plans.
 - Oct. 30— Finance Committee preliminary recommendations for Budget allocation.
 - Nov. 1—Presentation of proposed Budget.
 - Nov. 14—Public Hearing on Budget and Levy.
 - Nov. 15—Approval of Budget and Levy.
 - Nov. 30—Submission of Budget and Levy.
 - b. **Miscellaneous**
 - Members of the Outreach Committee and I continue to work with the planning committee for the upcoming October 14th Health fair.
 - I have a meeting with the ED of the Senior Center on Thursday the 21st of September, at which we will discuss the scheduling of a presentation to the commission next month.

- The Social Service Network had a planning meeting to discuss organizational structure. Indications are that the District will be invited to be a participative Partner of the Network.
- VYFS’s beta test of its navigation app is scheduled to begin next week, and both myself and the outreach committee will have access to test it. If any other commissioner would like to participate, please make me aware.
- I have met with Amy Drayer, ED of the Vashon Chamber of Commerce regarding coordination of our efforts surrounding ferry insufficiency. In addition to attending the September 18th public meeting, I am continuing efforts to draft a letter including and signed by many of the health and social service providers, detailing the public health concerns posed by insufficient and intermittent ferry service.
- The consensus of the other taxing districts on Vashon is not to meet at this time.
- I have received an AWP^{PHD} scholarship for \$1,545 to attend an online continuing education class on project management provided by Washington Hospital Services.
- I have submitted the request for \$5,000 in matching funds from AWP^{PHD} for our strategic planning consultation costs.
- I will be attending an online public records officer continuing education seminar on October 3 with Oskar Rey of the MRSC as featured speaker.

5. Committee reports

a. Finance Committee:

- Presentation of Revenue Recommendation and Budget Tool - a memo has been drafted providing the committee’s recommended approach. It will be finalized at the next meeting and initial comments are welcomed.
- **ACTION:** Commissioner Aman moved to approve the following vouchers, payroll, and electronic costs, which was seconded by Commissioner Pryne, and unanimously approved (4-0). Approval of Vouchers, Payroll, and Electronic/Digital Payments:

Vouchers:			
<u>2023-38:</u> Bill York	Mowing Services		\$450.00
<u>2023-39:</u> Landing @ Bank	Monthly Rent		\$750.00
<u>2023-40:</u> Kaiser Health Plan	Monthly Premium		\$927.10
<u>2023-41:</u> Lake, Kennedy, McCulloch	Accounting Services		\$311.00
<u>2023-42:</u> Sunrise Ridge	Clinic Rent		\$7,674.89
<u>2023-43:</u> Healthcare Collaborative Group	Consulting (April-July)		\$4,019.40
Payroll:			
September 1-15:	Direct Deposits:		\$3,242.92
	Reimbursements:		\$0.00
	Garnishments:		\$0.00
	Total Taxes:		\$1,160.11
	Total Debit:		\$4,403.03
Electronic & Digital Payments:			
August 4:	Gusto (Payroll)		\$55.44
August 14:	Quickbooks		\$65.22

- Commissioner Aman also suggested that the approval of expenses be moved to a ‘for consent’ section of the agendas going forward.

b. Outreach Committee - The Committee did not have a formal meeting this period.

- **ACTION:** Commissioner Pryne moved to pay for food for volunteers at the October 14th Health Fair; second by Commissioner Aman; approved unanimously (4-0).

c. **Strategic Planning Committee of the Whole** - Review and action on the charter document drafts for the three priority areas:

- **Urgent Care**

- Following initial discussion, Commissioner Pryne moved to approve the proposed Charter document with an amendment to one paragraph as follows:
“Collaboration with an Urgent Care Provider (UCP) group to develop a ~~physical facility, appropriate in size and~~ infrastructure **to support the provision of urgent care services**, utilizing existing resources where possible, ~~to house and support the purpose of providing urgent care.~~
- The motion was seconded by Commissioner Noble, followed by discussion.
- Following a question from Commissioner Aman about how the Charter addresses the process of more formally reviewing and analyzing demographic group specifics and whether they all consider this the top priority, an amendment was offered and accepted to add another bullet point related to ‘examining demographic eligibility by insurance category’.
- Commissioner Aman asked for clarification and confirmation that the project will be considering alternative approaches to meeting the island needs, and that was confirmed.
- **ACTION**: Following discussion, the motion as amended was approved unanimously (4-0).

- **Primary Care Reserve** - Commissioner Aman introduced the draft and explained that no changes have been made since the last version was shared with the Board.

- Commissioner Langland questioned whether the three-year timeframe was overly aggressive. Commissioner Aman and Superintendent Johnson clarified that the numbers are placeholders that can be modified by the Board when the time comes to make those decisions.
- Commissioner Pryne emphasized for the record that the charter does not include the draft Exhibit B, the financial forecast.
- **ACTION**: Commissioner Aman moved to approve the Primary Care Reserve Charter, without the Exhibit and recognizing numbers aren’t formalized until budget approval; which was seconded by Commissioner Pryne, and approved unanimously (4-0).

- **Behavioral Health**

- Due to time constraints the discussion time for this charter would stop at 8:30.
- Commissioners Noble and Aman explained differences in views regarding the role of this group and corresponding charter.
- Discussion included whether interventions in this area should be incremental or comprehensive after a more thorough review of the specific community needs. Commissioner Langland confirmed that the two are not mutually exclusive and, accepting that, did not have further questions about this version of the charter.
- Commissioner Pryne expressed concerns with some parts of the charter that he felt may not be aligned with the portion of the Vision Statement that the District work through partnerships, and allow partners to make certain decisions within their expertise.
- Due to time constraints, and with no motion on the table, the BH Charter will remain on the agenda to be reviewed at the next meeting.

6. **Unfinished Business** - None.
7. **New Business** - Commissioner Langland introduced the draft Superintendent job description for Commissioners to take home, review, and make suggestions.
8. **Second Public Comment Period**
 - Debby Jackson - Offered to help with the Health Fair in future years; agrees that talking to providers to gather information and go from there is the right path forward; also shared a NeighborCare pamphlet as a reminder of the services they provide.
9. **Executive Session - To evaluate the performance of Superintendent** -Commissioner Langland announced that the Commissioners would be adjourning to executive session pursuant to RCW 42-30-110-1g to discuss the Superintendent Performance Evaluation. The Executive session would last until 9:00 p.m. followed by reconvening the regular meeting and adjournment. No action will be taken. The regular session was reconvened at 9:00 p.m.
10. **Adjournment** - the meeting was adjourned at 9:00 p.m. by unanimous approval.

Next Meeting: October 4, 2023

Meeting Minutes are posted on the VHCD website after Board approval.
