



P.O. BOX 213, Vashon WA 98070

www.vashonhealthcare.org

REGULAR MEETING MINUTES

Date: September 6, 2023

Time: 7:00 p.m.

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

Present: Don Wolczko, Position 1, Secretary
Alan Aman, Position 3
Wendy Noble, Position 4
Tim Johnson, Superintendent

Call to order - Commissioner Wolczko called the meeting to order at 7:00 p.m.

1. **Approve Meeting Agenda** - Following a motion and second, the agenda was unanimously approved.
2. **Approve Minutes for Prior Regular Meeting** - Following a motion and second, the minutes were unanimously approved with one edit from Commissioner Aman.
3. **First Public Comment Period** - No comments.
4. **Presentation and Q&A**– Emily Scott, Executive Director of the Vashon Food Bank, provided an overview of the Food Bank’s food security activities and future plans:
 - Ms. Scott provided a detailed overview of the new facility that they are developing and moving to on the property of the Vashon United Methodist Church in town, which will include a ‘food storage building’ and distribution location.
 - While the technical focus of the Food Bank is ‘food security’, their services are critical for other aspects of individual, family, and community health.
 - The Food Bank currently serves approximately 15% of the island population, which may increase to 18-19% in the coming 5 years due to the new location and ongoing efforts to reach additional community demographic groups. One critical component is the Resource Connector on staff, which they would hope to expand to two positions in the future.
 - One program that just completed for the summer is the lunch program available to all children and accompanying adults at lunchtime in the summer weeks. In this particular summer, they served 750-800 unique children during the lunch service.
 - As the Food Bank transitions to a new location in downtown, they are also exploring and planning to play a role as a community services hub in coordination with VYFS and other service programs on Vashon Island. The renovated space at the new location (Methodist Church) will be available and used by other service programs, as well as a central community gathering space.
 - The current budget for the Food Bank is ~\$6.5 million, including the planned building purchase, land lease, and construction/renovation costs, as well as general operating and staffing costs. The architect they are working with recently completed the upgraded Ballard Food Bank. The designs are with King County and the next step in the permitting process may take up to 18 months.

5. **Superintendent Report** - Superintendent Johnson presented his report which was detailed in the board packet:

- a. **Strategic Planning** - This meeting will include reviewing the status of charters and dashboards for the UC, BH, and PC Reserve objectives. We will also be introducing the elements of project plans for the objectives, mirroring and expanding upon the charters, from which we will be generating a template.

Our current strategic planning schedule is as follows:

- September 6—Review/Status Update of Charters & Dashboards and discussion of project plans.
- September 20— Approve Charters. Review/Update of Dashboards and Project Plan Schedules, add preliminary Budget allocation estimates. *Begin long range (3 year) budget planning process.*
- October 1—Review/Update of Dashboards, Project Plans, and Budget allocation estimates. Finance Committee preliminary recommendations for Budget allocation.
- October 15—Review/Update of Dashboards and Budget allocations. Approval of Project Plans.
- November—Presentation of proposed Budget, Public Hearing on Budget and Levy, Approval and submission of Budget and Levy.

- b. **Sea Mar** - Ricardo Del Fierro (Sea Mar KC BH Manager) joined the monthly Social Service District meeting, and indicated that Sea Mar will continue to attend. There is also a plan for VYFS and Sea Mar to have ongoing monthly or bimonthly communication to continue toward better collaboration and understanding. Sea Mar remains on hold pending King County Permitting review of their application for the new clinic.

c. **District Property**

- The Property is cleared of tall weeds/grasses. King County Department of Permitting is reviewing the property and will advise on zoning change recommendations and requirements, as well as preliminary look at possible permitting for a temporary modular structure.
- VIFR and myself are working on an interlocal agreement to use VFR's small works roster.
- We had a site visit on the property August 22 with an off-island provider doing feasibility studies for potential location of urgent care facilities, as well as an informal discussion of operating costs and feasibility.

- d. **Health Fair** - The date of October 14 has been set for the health fair, with an emphasis on vaccination, fall prevention, and reproductive services, in addition to standard resource activities. The goal is to expand participation both numerically and in demographics served.

- e. **Transition** - As a follow up to last meeting's report, there is some broad interest in multiple study groups, with complications due to public meeting requirements, so I will place that on the agenda for the next meeting. I have allocated the last half of November and the month of December for focusing on transition post elections.

f. **Miscellaneous**

- The Vashon Food Bank presented at this meeting and I will continue to invite organizations on a roughly monthly schedule to keep you aware and updated. If you have priority groups you'd like to hear from I will try to expedite them.

- The Social Service Network is preparing to have a meeting considering the form in which they should reshape their affiliation, what membership will entail, and whether there will be dues or cost sharing mechanisms.
- VYFS is preparing a beta test of its services navigation app this month. I will participate and also make available to the outreach committee. Plans are underway to enhance the rollout and utilization of the app, including possible placement of tablets at designated locations.
- I am working with the Social Service Network and others to draft a report/letter to the Washington State Ferries sharing the issues related to ferry insufficiency and its effect on those seeking health care and other services. (This will be discussed in new business)
- The advisory group met on August 30 and was briefed on the urgent care objective. Members of the group are scheduled to join the urgent care task force as it resumes activities.
- I have engaged a Kaiser executive (with thanks to Commissioner Aman for the recommendation and introduction) regarding their input on urgent care both from an operational standpoint as well as a potential billing and access issue. The plan is to have him advise the urgent care study group.
- We have received guidance from our accountants that we can internally file quarterly reports and rely on them for advice and review (rather than have them recompile the work we have already done), while they will continue to file the annual report.
- We have received new billing from Joe Kunkel, crossing the threshold of 10,000 dollars, meaning I can now submit the grant application with AWPFD for 5000 dollars in cost sharing.

6. **Committee reports**

a. **Finance Committee** - Commissioners Wolczko & Aman

- Currently setting up Commissioner Aman to participate in managing the the bank account and the automatic payments for rent and health insurance
- **ACTION**: Commissioner Wolczko moved to approve the following vouchers and payroll costs, which was seconded by Commissioner Noble, and unanimously approved (3-0).

Vouchers:			
Approval of new expense: Bill York	\$450.00	Mowing for District Property completed on August 19th	
Payroll:			
August 1-15:	Direct Deposits:	\$3,319.21	
	Reimbursements:	\$0.00	
	Garnishments:	\$0.00	
	Total Taxes:	\$1,174.91	
	Total Debit:	\$4,494.12	
August 16-31:	Direct Deposits:	\$3,204.74	
	Reimbursements:	\$0.00	
	Garnishments:	\$0.00	
	Total Taxes:	\$1,152.77	
	Total Debit:	\$4,357.51	
Electronic & Digital Payments: None			

b. **Outreach Committee** - The Outreach Committee has not met this period.

c. **Strategic Planning Committee of the Whole:**

- Commissioners Aman and Wolczko provided an update on the charter for the PC Reserve group, including changes since the inputs provided at the last meeting. A final draft will be provided at the next meeting for full discussion and adoption.
- There were no updates for the BH and UC group charter documents although the groups continue their research and meetings with stakeholders. Final drafts of the charters for these groups will be provided for adoption at the next meeting.
- Joe Kunkel is willing to provide feedback on the draft charters if they are provided in advance of the next meeting. He also provided an update on the schedule and remaining steps in the planning process.

7. **Unfinished Business** - The staff and board development discussion will be scheduled for an upcoming meeting.

8. **New Business**

- **WSF Service Performance and Effects on Health Care Access** - Superintendent Johnson and Commissioner Aman provided a summary of some research and discussions they have been having regarding the impact of the ferry services on health care availability and access for islanders. Commissioner Aman summarized the escalation of this issue in recent weeks and information that was shared at a recent community meeting, including experiences shared by community members at that meeting. There will be a next meeting on Monday, September 18. The board unanimously directed the Superintendent to engage with the Vashon Chamber of Commerce regarding cooperative efforts.

9. **Second Public Comment Period**

- Sarah Day - volunteered her assistance for the study groups and for assisting in documenting issues people are having regarding transportation off island for emergency services.
- Annie Aman - reiterated the issue she has personally encountered for scheduling medical appointments off island.

10. **Adjournment** - Following a motion by Commissioner Noble, and second by Commissioner Aman, the meeting was adjourned at 8:46 p.m.

11. **Next Meeting: September 20, 2023**

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