



P.O. BOX 213, Vashon WA 98070
www.vashonhealthcare.org

REGULAR MEETING MINUTES

Date: November 15, 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

Don Wolczko, Position 1, Secretary

Eric Pryne, Position 2

Alan Aman, Position 3

Wendy Noble, Position 4

Tim Johnson, Superintendent

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

1. **Approve Meeting Agenda** - Commissioner Pryne moved to approve the agenda, which was seconded by Commissioner Aman, and approved unanimously.
2. **Approve Minutes for 10/18 and 11/1 meetings & 11/14 special meeting**
 - a. Commissioner Wolczko moved to approve the 10/18 minutes, seconded by Commissioner Noble, and approved unanimously.
 - b. Commissioner Wolczko moved to approve the 11/1 minutes, seconded by Commissioner Pryne, and approved 3-0 (Commissioners Noble and Langland abstained due to absence).
 - c. The 11/14 special meeting minutes would be available at the next regular meeting.
3. **First Public Comment Period** - None
4. **Superintendent Report** - Superintendent Johnson presented his report which was detailed in the board packet:
 - a. **Strategic Planning** - The current strategic planning schedule is as follows:
 - November 15—Approval of Budget and Levy. Part 1 of Committee/ Work Group Governance/Commissioner Assignment.
 - November 22—Urgent Care Project Team Meeting.
 - TBD—BH Project Team Meeting.
 - November 27—Finance Committee Meeting.
 - November 30—Submission of Budget and Levy.
 - December 8—Beginning of 2024 Strategic Planning process overview. Part 2 of Committee/ Work Group Governance/Commissioner Assignment.
 - b. **New Commissioners** - Newly elected Commissioners, Sarah Day and Bill Hamilton, will be taking office on January 1. As has been previously reported, we will be offering some initial training, including statutorily required training on the PRA/OPMA.

- c. **Budget** - Last Regular Meeting on November 1, per RCW 70.44.060, I presented a proposed District budget and levy amount for the calendar year 2024. On November 14, also in accordance with RCW 70.44.060, a public hearing was held on both the 2024 proposed budget and the 2024 proposed levy amount. I have prepared a resolution (23-03) for approval of the budget. The proposed budget, budget goals, and worksheet from which the budget were derived are in your packet. Action requested.
- d. **Sam Yates Foundation Request** - the request for District funds from the Sam Yates Foundation was tabled in the last regular meeting of November 1, due to an insufficient number of Commissioner votes to take final action on the request. The request and budget are in your packet. Action Requested.
- e. **Unsolicited Funding Requests Policy** - A draft policy for unsolicited funding requests has been provided on November 1, 2023, and is in your packet. Action requested.
- f. **Computer Expense** - As previously reported, I have been working on replacement of the existing District laptops. After a fair amount of research, my recommendations are as follows:
- That we upgrade to new laptops for the commissioners that prioritize newer operating systems, large screens for ease of use, long battery life, and light weight for ease of transportation to and use at meetings. Estimated cost \$800-1200 each.
 - That we upgrade the superintendent and Admin assistant laptops to similar priorities, with more attention paid to memory, processor speed and capability to handle additional tasks including tech support and additional potential software requirements. Estimated cost \$1200-2000 each.
 - That due to the approach of the “Black Friday” sales events, the superintendent be provided with a budget authorization not to exceed \$10,000 to purchase the above equipment.
- Action Requested.
- g. **Miscellaneous**
- I spoke with Mary Bartolo of Sea Mar, and the permitting process is ongoing and expectations are that there should not be any major issue. The hope is to begin demolition and construction by late winter or early spring. Ms. Bartolo also expressed willing participation in our Urgent Care and Behavioral Health projects as asked.
 - Commissioner Aman mentioned hearing that access at Sea Mar is deteriorating. Superintendent Johnson will include this in the discussions with Sea Mar and explained that part of the problem is the resignation of one of the doctors. He has asked Sea Mar to prioritize that replacement.
 - The Social Service Network (SSN) is working to improve community response to persons experiencing emotional and psychological dysregulation, and continues to meet and discuss its official structure.
 - Along with the SSN, I am developing a letter to the Governor explaining the issues surrounding ferry insufficiency and its effect on social and health service access. The recent national news surrounding a San Juan County open letter detailing similar issues necessitates a few revisions of language. The expectation is a draft will be sent out to all the SSN agencies and partners for approval. My goal is to have a document ready for Commissioner approval at the next regular meeting.
 - The Chamber of Commerce has a committee working on Ferry issues, and I have made myself available to assist in any way necessary. At the request of Commissioner Aman, Superintendent Johnson will be checking in again with Amy at the Chamber for the latest developments.

5. Committee reports

a. Finance Committee

Commissioners Wolczko & Aman

- The Committee will be meeting on November 27th.
- **ACTION:** Commissioner Wolczko moved to approve the following vouchers, payroll, and Electronic/Digital Payment, which was seconded by Commissioner Aman and approved unanimously:

Vouchers:		
None		
Payroll:		
October 15-31:	Direct Deposits:	\$3,688.01
	Reimbursements:	\$0.00
	Garnishments:	\$0.00
	Total Taxes:	\$1,236.70
	Total Debit:	\$4,924.71
Electronic & Digital Payments:		
None		

b. **Outreach Committee** - Commissioners Pryne & Noble - The Committee has not met since the last board meeting. The special budget meeting on Nov. 14th included a lot of useful comments related to community outreach. Going forward the Committee will meet on the 4th Tuesday of each month, including November 28th.

c. **Strategic Planning Committee of the Whole** - Commissioner Langland & Joe Kunkel - The focus of this meeting is discussing project committee/ work group structure, governance, operation, and Commissioner assignments. Our goal is to reach consensus on operating protocol and prepare for selection of committee assignments next meeting. We will also discuss standardizing meeting schedules for work groups.

- i. **Behavioral Health** - The BH group will be meeting next week;
- ii. **Urgent Care** - The meeting planned with MultiCarelast week has been pushed back until further notice. There was one group committee meeting focused primarily on a partnership with DispatchHealth. Commissioner Pryne provided some background on difficulties with a ‘brick and mortar’ facility, namely the lack of suitable locations, as well as an overview of DispatchHealth. Commissioner Wolczko summarized his support for mobile services while a permanent facility was not available. Commissioner Aman requested more detailed and regular updates to facilitate a fuller discussion necessary for planning and decision making. Superintendent Johnson expects a fuller report to be possible at the next meeting if the meeting with MultiCare happens by that time.

iii. **Work Group Governance (initial discussion)** - Mr. Kunkel presented a slide show outlining potential factors and options related to running the work groups. Commissioners Wolczko and Langland expressed favor in the Superintendent organizing and calling the meetings and keeping work groups on task. Commissioner Aman supported having a Commissioner chair the work groups to lead and facilitate the committees’ work. For the next meeting, Commissioners were asked to identify Commissioner members of the Urgent Care and Behavioral Health work groups. Commissioner Aman further suggested the groups and also standing committees may benefit from more than two Commissioners.

6. Unfinished Business

- a. **Samuel Yates Foundation request** - A funding Request by the Samuel Yates Foundation to support a cardiac screening event at the local schools was received prior to the last meeting and tabled at the last meeting.

ACTION: Commissioner Pryne moved to take the decision to support the proposed project off the table, which was seconded by Commissioner Noble and approved unanimously.

Commissioner Langland requested a brief summary of each Commissioner's position on the proposed project.

- Commissioner Pryne supports the motion because it is a small amount of money and an important cause;
- Commissioner Noble supports the motion because it is done in coordination with the Nick of Time Foundation and a number of reliable experts and with expertise of qualified providers, in addition to its provision of important training.
- Commissioner Langland supports the motion because it is a small amount of money, a good cause, and particularly because of the training component of the project;
- Commissioner Aman will vote against the motion, because although he is supportive of the idea for its education components particularly, the evidence doesn't particularly support the mass screen activities.
- Commissioner Wolczko supports the motion and expressed disagreement with the interpretation of information that mass screening was not recommended because that was referring to situations where resources were finite or could be better used for other efforts.

ACTION: Commissioner Wolczko moved to approve funding up to \$4,000 to the Samuel Yates Foundation for the proposed project, which was seconded by Commissioner Pryne. During discussion Commissioner Aman said that he would support the motion because it was a one-time event. Following discussion the motion was approved unanimously.

- b. **Unsolicited Funding Requests** - Superintendent Johnson presented a proposed draft policy regarding unsolicited funding requests submitted to the District for review and discussion. Following this initial discussion, the document will be updated and provided for the next meeting for additional discussion and eventual action.
- c. **2024 Annual Budgeting and Levy Setting Resolutions**
- Commissioner Langland and Superintendent Johnson presented the draft Resolutions 2023-03 and 2023-04 for the adoption of the 2024 District budget and Levy, followed by commissioner-only discussion. Per RCW 84.55.120 Resolution 2023-04 explains the levy, lists the relevant population, and states any increase in the levy compared with 2023. In this case, there is no increase (\$0.00) proposed in 2024.
 - All Commissioners expressed appreciation for the community input provided at the 11/14 special meeting and also recognized the importance of sharing more information about priorities and plans for 2024 with the community.
 - During discussion of the proposed budget, Commissioner Aman moved to amend the budget to tie wage increases to the King County CPI value for wage inflation of 2.8% and increase the consulting budget line item to \$40,000, with the difference coming from the program funding line item.
 - **ACTION:** Commissioner Pryne moved to approve resolutions 2023-03 & 2023-04

which constitute the 2024 budget, including the amendments proposed by Commissioner Aman, and 2024 levy. The motion was seconded by Commissioner Wolczko and approved unanimously.

7. Second Public Comment Period

- **Karen English** - Expressed appreciation for the work of the Commissioners; asked for additional information about DispatchHealth, such as how appointments are made and whether/how affiliated with MultiCare; asked about a full strategic plan describing the priorities as she is unaware of them; and how the grantmaking function of the district will work. Superintendent Johnson provided an overview of DispatchHealth and the current understanding and their affiliation with MultiCare. He also agreed that the District needs to more fully document the strategic plan and process.
- **Debby Jackson** - Asked a follow up question about DispatchHealth's access to medical records from external sources. Commissioner Pryne and Superintendent Johnson stated that they are still waiting to understand those details.

8. New Business

- **Computer Purchase Authorization** - Superintendent Johnson, as detailed in his report, is requesting authorization to execute the purchase of new laptops for staff and Commissioners. Commissioner Aman suggests moving this request to the 11/27 Finance Committee meeting.
 - **ACTION** - Commissioner Pryne moved to approve up to \$10,000 to Superintendent Johnson to purchase new computer hardware and software; second by Commissioner Noble; the motion is approved 3-2 (Commissioners Aman and Wolczko vote against).
- **Ferry Discussion** - As discussed in a previous agenda item, Superintendent Johnson will report back on the latest developments.
- **Future Agendas** - Upcoming meetings will include the arrival of two new Commissioners; finalization of committees and work groups and assignments; updates from strategic planning groups and initiatives; end of year review and general goals; training for Commissioners and staff; finalization of staff job descriptions; and a bylaws review.

9. **Adjournment** - Following a motion by Commissioner Pryne, seconded by Commissioner Aman, the meeting was adjourned by unanimous approval.

Next Meeting: December 6, 2023 Special Budget Meeting
Meeting Minutes are posted on the VHCD website after Board approval.
