



P.O. BOX 213, Vashon WA 98070
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REGULAR MEETING MINUTES

Date: May 15, 2024
 Time: 7:00 p.m.
 Place: Vashon Presbyterian Church, 17708 Vashon Hwy SW, via ZOOM: <https://zoom.us/j/82699377083>
 Present: Wendy Noble, Position 4, Secretary
 Bill Hamilton, Position 1
 Sarah Day, Position 2
 Alan Aman, Position 3
 Tim Johnson, Superintendent

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

1. **Consent Agenda** - The following was approved as part of the consent agenda:

- **Approve Meeting Agenda**
- **Approve Minutes for 5/1/2024 regular meeting**
- **Approval of Vouchers, Payroll, and Electronic/Digital Payments:**

Vouchers:		
<u>2024-14</u> : Landing at Bank	Monthly Office Rent (new space)	\$1,250.00
<u>2024-15</u> : Kaiser Foundation	Monthly premium	\$927.10
<u>2024-16</u> : Lake Kennedy McCulloch CPA	Monthly accounting services	\$1,124.25
<u>2024-17</u> : Sunrise Ridge	Monthly Rent	\$7,828.39
<u>2024-18</u> : Water District 19	Bi-Monthly Water Invoice	488.38
Payroll:		
April 16-30:	Direct Deposits:	\$3,478.77
	Reimbursements:	\$0.00
	Garnishments:	\$0.00
	Total Taxes:	\$1,182.63
	Total Debit:	\$4,661.40
Electronic & Digital Payments:		
Quickbooks Subscription Increase: The finance committee approved an upgrade to our QB subscription by \$30/month to allow for tracking costs by project and to input budgets for easier and more reliable tracking and reporting		\$65.22 + <u>\$24.72</u> = \$89.94

2. **First Public Comment Period** - No comments.

3. **Superintendent Report** - Superintendent Johnson presented his report which was further detailed in the Board packet:

- a. **Strategic Planning** - A business plan template is being developed for the Urgent Care project, and will be presented at the next meeting. That template will be used for all objectives and to develop dashboards.
- b. **Consent Agenda Items** - The upgrade fee for QuickBooks accounting software from \$60 to \$90 a month is covered in the Finance Committee report.

- c. **Board Self-Assessment** - A board self-assessment form is in the packet for Commissioners to complete and return.

- d. **Unsolicited Funding Opportunity**
 - The proposed agreements between VHCD and VOV / VBP are still awaiting approval from the VBP board prior to resubmittal for VHCD approval. No action needed at this time.
 - VYFS has presented their funding situation and needs regarding their underfunded voucher program. We have been asked to instruct them how to proceed. I would ask the Board to consider whether they would like a formal proposal under the Unsolicited Funding Opportunities Policy, or what other instructions it may have. Action Requested.
 - During discussion, it was agreed that there is unanimous agreement for inviting VYFS to submit an unsolicited funding proposal to address these needs.

- e. **Social Service Network** - The Social Service Network had its monthly meeting on May 6. Highlights included:
 - Health Fair Recap
 - Development of SSN Dashboard
 - SSN participating in parade as a single unit
 - MIH Update
 - New participants (Food Access Partnership, AtWork!)

- f. **Regular Meeting Schedules and Work Groups**
 - We are continuing to work toward a once per month regular meeting schedule. Given we may have some major program decisions and a move toward implementation in the next month or two, followed by some strategic planning and educational/development scheduling, we are predicting that we can change to one regular meeting a month starting as early as August or September, with an occasional special meeting thrown in.
 - Additionally, once we reach the implementation phase on the BH and UC objectives, we will spend more of our board time on looking toward the coming year and other priorities on our list and longer term planning.

- g. **Miscellaneous**
 - We have integrated the Meeting Owl and screen tech that we use for regular board meetings into the office for Zoom meetings where there are multiple in-person participants (using this for the DispatchHealth and Sea Mar Meetings, for example).
 - Sea Mar now has an operational X-Ray

4. **Committee Reports**

- a. **Finance Committee** - Commissioner Aman provided a summary of the recent meeting, preparation of the annual report for 2023 financials, and 2024 financials.
 - The Finance Committee also met virtually with representatives from Sea Mar on May 9th. Sea Mar is expecting to have the new clinic location by January 2026. They intend to have a minimum of 5 providers on board by opening. They are willing to participate in a town hall to update the community. Their provision of dental services will depend upon demand. They are still targeting 7,500 patient capacity. Their most comparable clinic to the planned facility on Vashon is in Des Moines, and a visit is being explored.

ACTION: Commissioner Aman made a motion to allow the Finance Committee give final approval on the 2023 Annual Report being prepared by the outside accounting firm, which will need to be submitted prior to the next meeting. Commissioner Noble seconded the motion, which was approved unanimously.

- b. Outreach Committee** - Commissioner Hamilton: The outreach committee met on May 7 and continues to work on a communications plan, FAQs related to the District as a whole and Work Groups, as well as improving the website and meetings.
- Commissioner Aman suggested assisting Sea Mar with outreach and communications, especially once demolition happens at the new site. There may likely need to be a public meeting organized as well.
- c. Behavioral Health Work Group** - Commissioners Day & Noble:
- The mini-task-force - composed of VYFS, Dove Project, & NeighborCare - has completed a proposal to fund, hire, manage, coordinate and report on the objectives set to it by the committee, primarily:
 - A case manager to be placed in the schools
 - One or more FTE of BH services for youth
 - Coordination of activities between the partners
 - Individual budgets
 - Future reporting schedule and collaboration on review and adjustments of program
 - A finished proposal is expected to be presented to the full Commission in June.
- d. Urgent Care Work Group** - Commissioners Noble & Day:
- The Urgent Care work group met with representatives of VIFR on May 3 to discuss integration and overlap of urgent care and existing and proposed Mobile Integrated Health (MIH) program components. VIFR has been studying some areas where PHDs and FD's collaborate on both urgent care and MIH programs.
 - The work group met on May 7 to discuss ongoing research and to prepare for future meetings. Along with Debra Gussin, Zach Miller has been onboarded to the process, and Gary Koch will be added upon his return from overseas.
 - The work group and Dismatch/Multicare are scheduled to meet on May 17 to review a first draft of a proposed agreement.
 - The work group is also organizing a stakeholder engagement plan, including Sea Mar, VIFR, SIHB, and other related stakeholders.
 - Further discussion was had regarding the differences in services provided by VIFR and those proposed through Dispatch. Commissioner Aman suggested it would be helpful to further distinguish the respective target patients and would welcome further exploration of the potential of a joint program, designed with VIFR.
- e. Strategic Planning Committee of the Whole** - Commissioner Noble & Superintendent Johnson:
- Joe Kunkel has been developing a dashboard template with feedback from the last meeting and we hope to have a business plan template draft for the next meeting.
 - Superintendent Johnson also presented a summary of a proposed strategic planning throughout the year which was provided in detail at the last meeting;
- f. Governance Committee - Commissioner Aman:** The committee will meet again at the end of the month. Health services education is being pursued as an area of capacity building, specifically the 4-5 priorities identified by the board in previous feedback. One topic being pursued is innovative behavioral health responses. One purpose of the education is to understand industry trends and best practices.
- Commissioner Noble is willing to find a potential educator on 'healthy communities'.
 - Superintendent Johnson is still exploring potential presenters for urgent care.
 - Topics of education will be further discussed at the next meeting.

5. **Presentation—Dove Project:** Betsy Archambault provided a presentation on Vashon-Maury as a “child care desert”.
 - Only 8% of child care needs are met, which is very low by King County standards;
 - It is particularly difficult for those who also have difficulty affording housing;
 - None of the options on Vashon offer infant care, toddler care, or full day or full week care, which makes it hard for couples to both work and survive financially;
 - Limited child care also has negative impacts on health and health care;
 - The Dove Project’s current grant is coming to an end; VYFS has applied for a second year of funding to begin in June. They will be doing more in depth studies and community mapping. They have been distributing a survey, which currently has 200-300 responses;
 - They are exploring how to potentially partner with VHCD to help address this problem.
6. **Unfinished Business** - No unfinished business.
7. **New Business** - No new business.
8. **Second Public Comment Period** - No comments.
9. **Adjournment** - Following a motion by Commissioner Day and a second by Commissioner Hamilton, the meeting was adjourned at 9:00 p.m. by unanimous approval (4-0).

Next Meeting: June 5, 2024 Regular Meeting

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