



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

Date: September 18, 2024

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

Wendy Noble, Position 4, Secretary

Bill Hamilton, Position 1

Alan Aman, Position 3

Tim Johnson, Superintendent

Call to order - Commissioner Langland 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 & Minutes for 8/21/2024 regular meeting
- Approval of Vouchers, Payroll, and Electronic/Digital Payments:

Vouchers:			
September:	<u>2024-48:</u> The DOVE Project	BH contract services for Aug and Sept	\$10,797.84
	<u>2024-49:</u> Breffni McGeough	Monthly Office Rent	\$1,250.00
	<u>2024-50:</u> Kaiser Foundation	Monthly Premium	\$1,100.32
	<u>2024-51:</u> King County Treasury	2nd half of real property fees/taxes	\$1,951.46
	<u>2024-52:</u> Sunrise Ridge	Monthly Clinic Rent	\$7,828.39
	<u>2024-53:</u> Healthcare Collaborative Group	May & June Consulting Services	\$2,628.85
Payroll:			
August 15-31, 2024:		Direct Deposits:	\$3,427.87
		Reimbursements / Garnishments:	\$0.00
		Total Taxes:	\$1,172.80
		Total Debit:	\$4,600.67
September 1-15, 2024:		Direct Deposits:	\$3,440.59
		Reimbursements / Garnishments:	\$0.00
		Total Taxes:	\$1,175.27
		Total Debit:	\$4,615.86
Electronic & Digital Payments:			
Credit Card:	August 1:	Google (monthly Subscription)	\$141.00
Electronic:	September:	Gusto Subscription per month	\$56.58
		Quickbooks Subscription per month	\$97.92

2. First Public Comment Period - None

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

- a. **Strategic Planning** - This meeting we will be reviewing that dashboard and discussing metrics and milestones for individual initiative dashboards. I have also included a high-level review

of strategic priority status, including some recommendations for the 2025 strategic plan. The goal is to review status and discuss if and what we wish to take on in the next year from a strategic perspective. In your packet is a draft charter for a Vulnerable Adults work group, as promised in my last Superintendent's Report.

- b. **Consent Agenda Items** - No unusual items to report.
- c. **MIH Proposal** - The meeting packet included, per the requirements of Resolution 2024-02, a draft proposal of budget allocation and an offer to do joint planning with the VIFR regarding the Mobile Integrated Health program. This will be addressed in Unfinished Business.
- d. **Community Conversations:**
 - At the request of Amy Drayer, Executive Director of Islanders for Ferry Action, I have included an open letter the Board is requested to cosign. This does not require urgent action this month. It is for review and discussion, and your preference to take it up for action this meeting or next. With no objection, the Superintendent will cosign the letter on behalf of the District.
 - I have met with Councilmember Mosqueda to brief her on our current progress, and will have follow up meetings as we move toward UC implementation.
 - I briefed the Vashon Rotary about our current initiatives and activities.
- e. **Health Care Summit** - I want to keep you aware of the effort by Commissioner Langland and myself toward commencing a "health care summit" with the following objectives:
 - Convene a large group of community stakeholders to begin an ongoing planning process regarding Island Health Care needs and priorities.
 - Designate a work group to formalize and continue the process.
 - Develop a meeting schedule and ongoing goals of community-wide health planning.
- f. **Annual Budget and Levy** - We have received the first tax levy document from the County Assessor. These will continue weekly during the budget process. Valuation appears to be up slightly from 2023.
- g. **Work Schedule and Staffing**
 - We are currently well under budget in both hours and dollars for admin assistance and we have a need for further support in the area of communications. I have prepared a job posting for a part time Communications Coordinator to take over the web site, social media, events, flyers and posters, and outreach-based support.
 - Following discussion, general approval was provided to proceed with hiring within the current budget limits.

4. **Committee Reports**

- a. **Finance Committee** - Commissioners Aman & Hamilton - The committee will be meeting in the first week of October; the goal is to review detailed proposals from committees and work groups; as well as analysis of the three-year cash flow and forecast. Commissioner Aman suggested that the levy rate should be thoroughly discussed as part of the process.
- b. **Behavioral Health Work Group** - Commissioners Day & Noble - Details are still being finalized with the three local partners. It has been delayed some by the recruitment process. This includes the individual agreements with the organizations, including the performance metrics to be measured and reported.

- c. **Outreach Committee** - Commissioners Langland & Hamilton - The press release and FAQ for the urgent care agreement with DispatchHealth have been developed and disseminated. The group is working closely with DispatchHealth to plan and rollout communications on various platforms, including some advertisements in the BeachComber newspaper. The crew, when they have time between appointments, will be conducting drop-in visits to local stakeholders to introduce themselves. Posters and mailers are also being planned.

ACTION: Commissioner Langland moved to approve payment for a series of advertisements in the BeachComber newspaper to advertise the DispatchHealth program; Commissioner Noble seconded the motion; and it was approved unanimously, 4-0 (Commissioner Day is absent).

- d. **Urgent Care Work Group** - Commissioners Noble & Day
- The Work Group has begun the implementation and onboarding of DispatchHealth's service to the island, commencing on October 1. A detailed update was provided in the meeting packet.
 - DH has been exploring the timing and logistics for transportation to and from the island, schedules, and contingency plans.
 - DH is still working with Kaiser to finalize an agreement with the provider.
 - An agreement for 'compassionate care' for uninsured patients is still being negotiated. Commissioners raised some questions about compassionate care considerations, followed by some discussion.
 - On Friday, October 4th, an 'open house' event is planned as a part of 'First Friday' with DispatchHealth and the rover in attendance, for guests to gather further information. County Commissioner Mosqueda may be able to participate.

ACTION: Commissioner Noble moved to approve the expenditure of not more than \$1,500 for promotion and event expenses related to the open house on Friday, October 4th. The motion was seconded by Commissioner Hamilton and unanimously approved, 4-0 (Commissioner Day was absent).

- e. **Governance Committee** - Commissioners Aman & Langland
- The Committee will be prioritizing the objectives identified in the prior meeting.
 - An event/meeting is being planned for an upcoming month.
 - The evaluation and employment agreement for the Superintendent are expected to be fully finalized for and at the regular meeting in November.
 - Commissioner Noble suggested prioritizing Board education as previously discussed, with AWPHD or other entities. Plans and potentialities for Board Education early in the next year were further discussed.

- f. **Strategic Planning Committee of the Whole** - Joe Kunkel and Superintendent Johnson presented their proposed plans for strategic planning for 2025, which were further described in a document in the board packet. The summary included status updates and work completed for the three top priorities identified for 2023-2024 (protection of primary care, urgent care, and behavioral health). The other strategic planning documents to track the status and measure results will continue to be refined and integrated.

- **Vulnerable Adults Work Group & Charter:** A draft charter for a Vulnerable Adults Work Group was presented in the meeting packet for discussion and potential adoption. During discussion Commissioner Aman suggested revisiting the criteria for assessment and how they will be applied to rate and prioritize potential programming options.

Commissioner Langeland supported reviewing priorities but also focusing on the initial priorities and, at the most, narrow or limited expansion to others. Commissioner Noble expressed that adding a priority and workgroup for vulnerable and older adults can be accomplished with limited work hours. Multiple Commissioners generally supported prioritizing needs assessments rather than committing to a work product in the upcoming year.

ACTION: Commissioner Hamilton moved to adopt the Vulnerable Adults Work Group Charter, which was seconded by Commissioner Noble. During discussion it was generally agreed that it was being adopted with a priority of conducting needs assessments without a commitment to programming or funding from VHCD. The motion was unanimously approved, 4-0 (Commissioner Day was absent). Commissioners Langeland and Noble will follow up with stakeholders to collect and present data with a target date of the December meeting.

5. **Unfinished Business - MIH Proposal** - Commissioner Langeland - one element of the DispatchHealth resolution is drafting an agreement for continued work with the MIH program. That document was introduced for initial discussion. The agreement calls for the VHCD board to reach out to the MIH program to make a firm commitment to work together for enhancing urgent care services and expanding the MIH program. This will be the starting point for formal and committed discussions. Multiple Commissioners supported the idea of utilizing a third party facilitator if needed. Initial discussions will be proposed at a high level with some of the leadership. Superintendent Johnson was charged with reaching out to VIFR/MIH.
6. **New Business** - None
7. **Second Public Comment Period**
 - Debby Jackson commended the work of the Board.
8. **Executive Session - Board Review of Superintendent Performance** - Commissioner Langeland - following discussion, it was determined that an Executive Session was not required at this meeting. Commissioner Langeland provided an update on the evaluation process and will share the self-evaluation documents. A draft contract document will be developed for decision in November. Evaluation documents submitted by Commissioners will be combined, summarized, and shared for feedback. The proposed steps and scoring remain unchanged.
9. **Adjournment** - Following a motion by Commissioner Aman and second by Commissioner Noble, the meeting was adjourned at 8:59 p.m.

Next Meeting: October 16, 2024 Regular Meeting

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