



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

Date: October 16, 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
 Sarah Day, Position 2
 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 unanimously as the consent agenda:

- Approve Meeting Agenda & Minutes for 9/18/2024 regular meeting
- Approval of Vouchers, Payroll, and Electronic/Digital Payments:

Vouchers:			
October:	<u>2024-54:</u> Breffni McGeough	Monthly Office Rent (with new space)	\$1,750.00
	<u>2024-55:</u> Dispatch Health	Contract Installment plus startup costs	\$165,000
	<u>2024-56:</u> Kaiser Foundation	Monthly Premium	\$1,100.32
	<u>2024-57:</u> Lake, Kennedy, McCulloch CPA	Accounting Services	\$26.00
	<u>2024-58:</u> Sunrise Ridge	Monthly Clinic Rent	\$7,828.39
	<u>2024-59:</u> King County Water District #19	Bi-monthly water bill	\$488.38
Payroll:			
	September 16-30:	Direct Deposits:	\$3,198.83
		Reimbursements / Garnishments:	\$0.00
		Total Taxes:	\$1,128.58
		Total Debit:	\$4,327.41
Electronic & Digital Payments:			
	Credit Card:	<i>*waiting on Sept-Oct statement</i>	
	Electronic:	September:	
		Gusto Subscription per month	\$56.58
		Quickbooks Subscription per month	\$97.92

2. First Public Comment Period - public comments were provided by Ron Smothermon and Jenny Giambattista.

3. Superintendent Report - Superintendent Johnson presented his report, which was provided in further detail in the meeting packet including the following:

- a. The launch of Dispatch Health on October 1 has been very successful;

- b. **Strategic Planning** - This meeting we will be looking again at our strategic priorities for 2025 and how they relate to long term budgeting.
- c. **Consent Agenda Items** - No unusual items to report.
- d. **Budget and Levy Schedule** - We will discuss the current budget and levy projections in the Finance Committee section of the meeting. We have critical deadlines to meet, so below are the key schedule points up to and including filing the levy and budget:
- October 16—Overview of current draft budget focusing on strategic allocations, multi-year cash flow projections, and levy requirements.
 - October 17-28—Staff review of detailed projections for smaller items on 2025 budget and any changes necessary from October 16 review.
 - October 29—Finance committee meeting for final review of draft budget and committee recommendations.
 - November 1—Official submission of the proposed budget and levy for 2025 by superintendent.
 - November 8—Strategic Plan Review document submission.
 - November 13—Public budget and levy hearing.
 - November 20—Regular meeting, budget and levy adoption.
 - November 30—Deadline for official submission of approved budget and levy.
- e. **VoV Agreement** - In your packet are the finalized agreement terms for the VoV contract for the proposed messaging partnership. The terms been approved by VoV and need approval from VHCD Board for the superintendent to complete. Action will be requested under Unfinished Business.
- f. **Compassionate Care** - A draft compassionate care agreement is in the meeting packet. We will be discussing the particulars of the agreement, predicated on guiding principles, which are detailed in that document. Separately, there will need to be subsidiary agreements in place with any organizations that are authorized to schedule patients for compassionate care. Costs and proposed activities will be included in the proposed 2025 budget for approval.
- g. **Communications Coordinator** - Patrick and I have interviewed four candidates for the approved position, and we anticipate a hiring decision later this week.
- h. **Health Care Summit** - I will be meeting with the advisory committee next month, and intend to prepare a request to that committee to participate in organizing an All-Island Health Care Summit, tentatively planned for February 2025.
- i. **Committees and Work Groups** - The order of reporting for the committees and work groups has been reordered in the agenda to add the new Vulnerable Adults work group and streamline the discussion.
- j. **VIFR Interactions** - Superintendent Johnson briefed Commissioners on Outreach efforts to VIFR Commissioners and staff and other communications, including a public records request from VIFR. Those were provided in more detail in the meeting packet.

4. Committee Reports

- a. **Finance Committee** - Commissioner Hamilton & Superintendent Johnson presented the written report provided in the meeting packet. Superintendent Johnson went through the forecast for the remainder of 2024 and the three-year cash flow projections. These documents were also included in the meeting packet. Superintendent Johnson also presented a 'Capital Plan' and summarized the specific budget needs identified by the committees and work groups, which are incorporated into the proposed budget.
- b. **Behavioral Health Workgroup** - Commissioners Day & Noble elaborated on the written report and documents in the meeting packet. The behavioral health work group has been involved in the implementation of the Youth Behavioral Health initiative, including a Master Service Agreement draft and individual financial agreements with partners. The Dove HS Counselor has been hired and is currently providing services. VYFS is in the process of onboarding the Social Worker and ES Counselor. The next meeting is 10/23/24. In response to a question from Commissioner Langland about the timing of reporting in the agreements, Superintendent Johnson explained the different reporting timelines and metrics and deliverables for the different activities of the respective partner agencies.
- c. **Urgent Care Work Group** - Commissioners Noble & Day, with Superintendent Johnson, provided various updates on the roll out of Dispatch Health ("DH"), in addition to the written report in the meeting packet.
 - Commissioner Noble provided information in response to a public comment about 'who to call when' and efforts to communicate that information with the community; she also responded to a public question about the impact on Sea Mar, which has been all positive to the extent of our knowledge as DH assumes some of the patients for whom Sea Mar does not have space as well as some services, such as x-rays and some labs, that are not available on-site at Sea Mar. DH is viewed as a benefit to Sea Mar rather than a competitor.
 - Initial rollout was slow but effective, and early reports are favorable. Service deliveries included the first uses of the mobile Xray and its Certified Radiology Tech.
 - There has been a large effort to coordinate with DispatchHealth and the Outreach Committee on launching communications materials. Key to the communications material is making sure that the facts and information offered are clear and concise and consistent, and accurate. Vetting and moving that information along for use by Outreach has been paramount. The key areas of concern are misinformation regarding what DispatchHealth offers and how it differs from and fits around other services such as Primary Care, and VIFR MIH and EMS services. DH staff while on island and available are also working with other partners to share information and to coordinate with other providers, including the use of an available app from DH for providers to easily refer patients to DH (the app is called Dispatch Express)The VIFR has both formally and informally rebuffed the attempts by DispatchHealth personnel to establish communication with MIH personnel.
 - The work group remains focused on helping DispatchHealth integrate with island partners, and has had success connecting DispatchHealth with Sea Mar for early collaborative efforts.
- d. **Vulnerable Adults Work Group** - Commissioners Langland & Superintendent Johnson provided a briefing on initial efforts to reach out to local stakeholders; The work group has not formally met, but has had an informal meeting with the senior center regarding navigation services, and

has been briefed on the Voucher Program draft agreement.

- They request that the Board formally authorize the Vulnerable Adults work group to review and participate in the provision of both the Voucher Agreement with VYFS and the Compassionate Care Agreement with DispatchHealth.

ACTION: Commissioner Hamilton moved to authorize the Vulnerable Adults Work Group to lead in regards to the Voucher Program and Compassionate Care agreement process; which was seconded by Commissioner Langland. Following discussion, the motion was approved unanimously (4-0, with Commissioner Aman absent)

- Strategic Planning Committee of the Whole** - Superintendent Johnson provided an update on the strategic priorities for 2025 and how they fit into long term budgeting. He also presented an updated strategic planning review that will provide a narrative companion to the 2025 budget submission. The goal of the document will be to review strategic and programming progress this year, outline the planning process and allocations behind the budget and levy amounts, and provide a basis for community feedback.
- Outreach Committee** - Commissioner Langland provided an update on the recent work of the outreach committee to educate the community about various health services and issues, notably including DispatchHealth; He also provided an update on the hiring process of a part-time Communications Coordinator. The Committee's views on the VoV agreement proposal were shared and additional background was provided by Superintendent Johnson.
- Governance Committee** - Commissioner Langland summarized the written report in the meeting packet and provided an update on the status of and plan for the Superintendent evaluation and contracting to be completed in a Special Meeting in the coming few weeks. Follow-up on the board's self-assessment process is still ongoing.

5. Unfinished Business

- Proposed Agreement with the Voice of Vashon (VoV)** - Superintendent Johnson presented the VoV draft agreement for consideration following a period of reflection and consideration. The VoV board has approved the terms of the agreement. Commissioner Langland provided some specifics of the agreement and requested Board input.
 - Commissioner Day asked how this fits into the Communications Plan under development by the Outreach Committee; Superintendent Johnson described the plan and VoV's involvement in developing that plan as a part of the Outreach Committee; The agreement essentially includes consulting services related to communications as well as assistance sharing information through their channels (advertising); in return, the District is beneficial to VoV and their interest in communicating health related information;
 - Commissioner Langland expressed support for the VOV agreement especially if it is confirmed that a separate agreement with Vashon Be Prepared will not also be coming to the board for approval.
 - Commissioner Day also asked how this fits into the upcoming outreach budget. Superintendent Johnson responded and will present that in more detail in the budget meeting in the coming weeks.

ACTION: Commissioner Hamilton moved to approve finalization of an agreement with Voice of Vashon (VoV) as proposed, which was seconded by Commissioner Noble, and approved 3-0 (with Commissioner Day abstaining and Commissioner Aman absent).

6. **New Business** - None
7. **Second Public Comment Period** - public comments were provided by Maggie Aspland, Joe Kunkel, and Ron Smothermon.
8. **Adjournment** - following a motion by Commissioner Hamilton, and second by Commissioner Noble, the meeting was adjourned at p.m. by unanimous approval (4-0).

Next Meeting: November 20, 2024 Regular Meeting

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