



P.O. BOX 213, Vashon WA 98070  
[www.vashonhealthcare.org](http://www.vashonhealthcare.org)

## REGULAR MEETING MINUTES

Date: March 19, 2025  
 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  
           Sarah Day, Position 2  
           Wendy Noble, Position 4  
           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 without objection:

- Approve Meeting Agenda
- Approve Meeting Minutes for February 19, 2025 Regular Meeting.
- Approval of Vouchers, Payroll, and Electronic/Digital Payments:

<b>Vouchers:</b>			
<u>2025-07</u> : Kaiser Foundation Health Plan of WA	Monthly Premium		\$1,100.32
<u>2025-08</u> : Landing@Bank, % Kitsap Bank	Monthly Offices Rent		\$1,750.00
<u>2025-09</u> : Lake Kennedy McCulloch CPA	Prior Month Accounting Services		\$1807.00
<u>2025-10</u> : Sound Publishing Inc.	Advertising Balance		\$24.08
<u>2025-11</u> : Sunrise Ridge Health Services	Monthly Clinic Rent		\$7,828.39
<u>2025-12</u> : The DOVE Project	Monthly Services Payment		\$5,398.92
<u>2025-13</u> : Vashon Youth and Family Services	Quarterly Services Payment		\$5,000.00
<u>2025-14</u> : Water District 19	Bi-monthly water utilities		\$488.38
<u>2025-15</u> : Vashon Youth and Family Services	Quarterly Services Payment		\$5,000.00
<b>Payroll:</b>			
<b>February 1-15:</b>		Direct Deposits:	\$4,541.42
		Total Taxes:	\$1,644.43
		<b>Total Debit:</b>	<b>\$6,185.85</b>
<b>February 16-28:</b>		Direct Deposits:	\$4,856.71
		Total Taxes:	\$1,720.64
		<b>Total Debit:</b>	<b>\$6,577.35</b>
<b>Electronic &amp; Digital Payments:</b>			
<b>Credit Card:</b>	<u>2/11/2025</u> : Calendly.com	Monthly Subscription	\$13.06
	<u>2/11/2025</u> : MailChimp	Monthly Subscription	\$108.80
	<u>2/16/2025</u> : Adobe	Monthly Subscription	\$27.18
	<u>2/17/2025</u> : Growmail	Monthly Subscription	\$26.04
	<u>2/20/2025</u> : Lenovo	Computer Repair & Shipping Fee	\$133.59
	<u>3/01/2025</u> : Google	Monthly Subscription	\$156.67
	<u>3/3/2025</u> : Sound Publishing Inc.	Monthly Subscription	\$6.50

	<u>3/6/2025</u> : SurveyMonkey	Annual Subscription	\$509.18
	<u>3/11/2025</u> : MailChimp	Monthly Subscription	\$108.80
<b>Electronic (Bank):</b>	<u>2/5/2025</u> : Gusto	Monthly Subscription	\$63.10
	<u>2/14/2025</u> : Intuit Quickbooks	Monthly Subscription	\$107.71

2. **First Public Comment Period** - none

3. **Superintendent Report** - An abbreviated report was provided in the board meeting packet to allow additional time for Commissioner nominee discussion. Superintendent Johnson summarized his report, including:

- a. **Consent Agenda** - There are no significant issues to report.
- b. **Emergency Management** - Work continues on the Emergency Strategic Planning process, with a next step taking place at the next Finance Meeting. The advisory Committee has been briefed (see below).
- c. **Commissioner Vacancy** - The steps for filling the Commissioner vacancy were reviewed. At this meeting, candidates have been invited and six additional nominations have been received. A brief questionnaire was sent to all nominees and at this meeting candidates will present themselves, answer and ask any questions, and have a discussion with current Commissioners. An executive session may or may not follow to further discuss qualifications of candidates.
- d. **Interlocal Agreement** - As requested, I have met with Elaine Ott, Executive Director of the Vashon Park District, and we have reached an agreement on an interlocal agreement according to the terms of resolution 2025-02. The draft agreement was included in the packet for review.
- e. **Conflict of Interest Forms** - Please return these forms if you have not already.
- f. **Advisory Committee** - The VHCD Advisory Committee met on February 26 and took up the following subjects:
  - Brief Overview of Current Events. The group was pleased with the programming progress of the District.
  - Emergency Planning. The Committee was updated on steps being taken and provided questions and suggestions that will help shape the effort.
  - Community Needs and a health care summit/taskforce. Work ongoing. White paper presented at the meeting is in your packet.
- g. **Public Meetings, Records, & IT** - We have been working on steps to sort, digitize, and safeguard our records, as well as protecting our technology. Concurrently, we have been weighing the issue of if and how to manage recording our meetings. Given our recent significant requests for records as well as a desire for transparency with manageable efficiency, coupled with our significant growth in complexity, I have begun work identifying the scope of need for an ERMS (Electronic Records Management System). A computer has been purchased for our Communications Coordinator, and that machine is being set up currently by our IT contractor. I purchased it personally and will include a reimbursement request in next month's
- h. **VIFR Meeting** -
  - I had a cordial and productive meeting with the interim VIFR Chief Ben Davidson and his MIH Coordinator Lillie Corroon. While there remain some concerns and a lot of discussions to be had, we concentrated first on updating each other on current plans and activities, with a spirit of cooperation and collaboration and communication. Ms. Corroon had already established contact with the Senior Social worker we have funded at the Vashon Senior Center, and they have begun communications between that Social Worker and the new Social Worker at VIFR.
  - Additionally, introductions to Chief Davis and Ms. Corroon for Local DispatchHealth management personnel were extended, as was an early invitation to meet with

DispatchHealth Executives when they visit next week.

- I also reiterated our willingness to engage on joint projects up to and including potential funding, and our desire to include the VIFR in our emergency planning strategy as a tier 1 community resource. I am impressed by and respectful of the work the chief and Ms. Corroon have already done, and thankful to them for an opportunity to restart the relationship.
- i. **Sea Mar** - Sea Mar has informed me that they have received verbal acceptance of their permit application, and the only remaining work left to receive it is internal review of the document itself by King County. Mary Bartolo and I also had a frank and productive conversation regarding short and long term funding uncertainties, with a joint commitment to keeping each other informed, and the commitment of the District to do its best to support the continued operation of Sea Mar on the island, even if that requires re-opening funding discussions.
- j. **Unsolicited Funding Opportunities** - I have received an initial request for an unsolicited funding opportunity, and am meeting with the requestors to ensure there is an adequate and complete request to provide to you.

#### 4. Committee Reports

- a. **Finance Committee** - The Finance Committee did not meet during this period, but will meet next week to take up the following items:
  - Auditor role
  - Emergency Planning
  - 2024 Accounting Year Close
  - 2025 Annual Report to Sec of State
- b. **Behavioral Health Work Group** - The Behavioral Health Work Group continues to focus on full implementation of the Youth Behavioral project, and has the following items on its itinerary:
  - Replacement of outgoing Social Worker Sarah Sullivan (underway)
  - Status of unfilled Elementary Counselor position
  - Proposal for combination of Data management and triage services
- c. **Urgent Care Work Group** - Urgent care services on Vashon are now in their 5<sup>th</sup> month of operation, and proceeding well. The report for February is in your packet. There is widespread peer to peer sharing of information happening. Other items of interest include:
  - The first patients have received compassionate care services!
  - The medical director of DispatchHealth met with the medical directors of King County EMS and MIH, and reports a positive meeting with no reported outstanding issues beyond better understanding and coordination between DispatchHealth and VIFR.
  - DispatchHealth and VIFR personnel have been reintroduced.
  - Senior Executives for DispatchHealth will be visiting Vashon next week.
- d. **Vulnerable Adults Work Group** - The Senior Center Social worker has been active, and has been engaging with other stakeholders, including the new VIFR MIH Social Worker, in order for better coordination and sharing of resources. The Compassionate Care program is active. We are in very preliminary stages, and due to patient confidentiality I have no specific information to report yet, other than the fact that the first patient(s) under the program have been seen.
- e. **Strategic Planning Committee of the Whole** - Our strategic planning continues to center in the short term around emergency strategic planning, and along with significant outreach to public

officials and local organizations, I have been preparing work flow plans for both the financial and operational task force elements as authorized last month. No board action is needed yet.

- f. **Outreach Committee** - The February 25th outreach meeting was cancelled due to an island-wide power outage. The committee later discussed via email the replenishment of printed materials on community boards, and spring tabling schedule.
- Our monthly newsletter for February was sent to 3544 inboxes with a 59.3% open rate. Click-through rate was 2.5%, down from 3.6% in January with 11 unsubscribing, down from 13 in January.
  - This month has seen a decrease in confusion regarding DispatchHealth and insurance issues on social media. We saw one post on Vashon Youth & Parents page asking advice about where to go for care that was met with several community members sharing DispatchHealth info, website and positive feedback. The poster returned to post to share her own positive experience there as well.
  - We can also deduce from the above newsletter analytics that our presence on Bluesky is something of interest to our audience.
  - Our Strategic Priorities have been added to the What We Do tab of the website along with printable materials on our Compassionate Care agreement, which is now in effect. Those materials were also included in our newsletter and physical copies are in the VYFS and Dove offices.
  - Our Health Fair Planning Committee met this week and confirmed Saturday, May 3rd as our event date. We have secured a location, dental van and dentist for the event, and are finalizing the vendor list with the committee.
  - The next Outreach meeting is set for March 25th, 2025.
- g. **Governance Committee** - No formal activity at this time, but the Chair and Commissioner Day have volunteered to restart some potential activities for the committee of the whole.

## 5. Unfinished Business

### a. Commissioner Vacancy

- Commissioner Langland and Superintendent Johnson provided a summary and overview of the process for the selection of a new Commissioner, along with the process for discussion at the present meeting. The current position would be filled through the November 2025 election. A candidate who chooses to run for election in November would be eligible to file to do so in May 2025.
- There were currently six candidates who had been nominated for the position and were in attendance. They were also invited to complete a questionnaire earlier in the week and responses were shared with the current Commissioners.
- Commissioners were all given an opportunity to ask questions of the candidates, as a group or individually, followed by questions from the candidates to Commissioners, and additional discussion.
- Following all questions and responses and discussion, Commissioner Langland and other Commissioners expressed appreciation for the strong candidates and high interest in fulfilling the Commissioner role. All Commissioners were well qualified and Commissioner Langland proposed that no action be taken at the present meeting to allow additional time for consideration and reflection and to allow some time for Commissioner Hamilton to participate in the process. Additionally, the candidates were all invited to send any additional questions or information and further consider if they

remain interested in filling the vacancy.

- A special meeting will be scheduled for further discussion and action to fill the vacancy within the timeframe allowed by the applicable regulations.

6. **New Business** - none

7. **Second Public Comment Period** - Alex Bruell, Editor of the *Vashon-Maury Island Beachcomber* newspaper invited all attendees to reach out to him if they had comments or concerns about any newspaper coverage of the District.

8. **Adjournment** - Following a motion by Commissioner Day and second by Commissioner Noble, the meeting was adjourned with unanimous approval at 8:55 p.m.

**Next Meeting: April 16, 2025 Regular Meeting**

Meeting minutes are posted on the Vashon Health Care District website after Board approval:

<https://vashonhealthcare.org/meeting-minutes/>

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