



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

REGULAR MEETING MINUTES

Date: April 16, 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

Wendy Noble, Position 4, Secretary

Bill Hamilton, Position 1

Sarah Day, Position 2

Rebecca Chavez, 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 were approved as part of the consent agenda without objection:

- April 16, 2025 Meeting Agenda;
- Meeting Minutes for March 19, 2025 Regular Meeting and April 4, 2025 Special Meeting;
- The following Vouchers, Payroll, and Electronic/Digital Payments:

Vouchers:			
<u>2025-16:</u> Breffni McGeough, Landing at Bank	Monthly Offices Rent		\$1,750.00
<u>2025-17:</u> Kaiser Foundation Health Plan of WA	Monthly Premium		\$1,100.32
<u>2025-18:</u> Lake Kennedy McCulloch CPA	Prior Month Accounting Services		\$1,871.00
<u>2025-19:</u> Sarah Howard	Failed Payroll Payment 12/05/2025		\$994.16
<u>2025-20:</u> Sunrise Ridge Health Services	Monthly Clinic Rent		\$7,828.39
<u>2025-21:</u> The DOVE Project	Monthly Services Payment		\$5,398.92
Payroll:			
March 1-15:		Direct Deposits:	\$4,502.91
		Total Taxes:	\$1,627.24
		Total Debit:	\$6,130.15
March 16-31:		Direct Deposits:	\$4,627.47
		Total Taxes:	\$1,679.44
		Total Debit:	\$6,306.91
Electronic & Digital Payments:			
Credit Card: <i>credit card statements are available on the 12th of each month. Transactions after March 11, 2025, will appear in the next consent agenda</i>			
Electronic (Bank):	<u>3/5/2025:</u> Gusto	Monthly Subscription	\$63.10
	<u>3/14/2025:</u> Intuit Quickbooks	Monthly Subscription	\$107.71

2. Unfinished Business

- New Commissioner Introduction - Rebecca Chavez was introduced and welcomed as a new Commissioner (Position 3). She will serve in the position until the November election.

3. **First Public Comment Period -**

- Katherine Sullivan, the newest Commissioner of the Cemetery District introduced herself and provided an update on the work of the District.
- Andrea Avni spoke about the needs of families and caregivers of persons with dementia on the island.

4. **New Business**

- **Unsolicited Funding Opportunities** - Superintendent Johnson provided an overview of the District's policy for considering and possibly funding 'unplanned funding opportunities' as well as two (2) unplanned proposals that have been received. Detailed proposals were provided in the board meeting packet.
 - **Vashon Midwifery** - a representative from Vashon Midwifery provided background on their work, and an overview of their clients and services and benefits to the community. Vashon Midwifery is requesting funding support for their operations and purchase of medical equipment. Following a question and answer session with Commissioners, the proposal was tabled, so that Superintendent Johnson can compile a small group to help further review the proposal prior to the next meeting.
 - **Sam Yates Community Foundation** - A proposal was sent and included in the board packet but representatives were unable to attend; The Foundation was previously funded for a community screening event for youth; The current request is for funding support to purchase additional ECG equipment. Questions can be forwarded to Superintendent Johnson. Commissioners requested more information about the equipment purchases and budget and a representative at a future meeting.

5. **Superintendent Report**

- a. **Consent Agenda** - There is a payment for a payroll check to Sarah Howard that did not process and needed to be re-issued. A couple minor amendments to the agenda were also presented at the beginning of the meeting.
- b. **Emergency Management** - Federal funding continues to be a moving target, and the state budget is also mired in discussion. Medicaid funding in particular seems precarious and volatile, but we do not yet have clear guidance. I have also been meeting with various island organizations, and while concern levels are high, initial assessments and plans are still in early development.
- c. **Commissioner Vacancy** - At the special meeting held on April 11, 2025, the Board voted 3-0 (Commissioner Hamilton absent) on Resolution 2025-04 to appoint Dr. Rebecca Chavez to the vacant position 3. On April 11, in the presence of a Notary Public, Dr. Chavez took and signed the oath of office to become a Commissioner of the Vashon Health Care District, position number 3.
- d. **District Property** - An interlocal agreement has been executed with VPD for a shared Small Works Roster and work has begun on an RFP for clearing the structures from the District property. Separately, the brush and grass will be mowed on the property shortly.
- e. **Public Meetings, Records, & IT** - A proposal for adoption of an Electronic Records Management System was included in the meeting packet. **Action Requested.** Also, a computer and email are in process for Commissioner Chavez.

- f. **VIFR Meetings** - Further communications with Chief Davidson and MIH Coordinator Corroon have been had the districts are in the process of putting together joint planning meetings to discuss present integration of services and future strategic planning.
- g. **Unsolicited Funding Opportunities** - There are two unsolicited funding opportunity requests in the packet, from Vashon Island Midwifery, and another from the Sam Yates Foundation. The District's Unscheduled/Unsolicited Funding Policy is also included. Both organizations were invited to join the meeting to consider and discuss their proposals. The policy calls for public input, which will be scheduled at a future meeting. The only action requested is guidance on moving these forward or not.
- h. **Miscellaneous:**
 - Commissioner Noble and I met with Representative Brianna Thomas, briefed her on the District's activities, listened to her thoughts on the current legislation session, and established future communications opportunities.
 - The tabling done by the Outreach Committee recently at both grocery stores was both successful and useful. In addition to disseminating information, it is a nice venue for hearing feedback in real time.

6. Committee Reports

- a. **Finance Committee:**
 - The Finance Committee met and reviewed the following items: Auditor role; Emergency Planning; 2024 Accounting Year Close; 2025 Annual Report to Sec of State.
 - The 2024 year close is nearing completion, as is the annual report. The Committee is awaiting more concrete reports of federal, state, and county funding as those numbers become available. The auditor position will need to be permanently filled.
- b. **Behavioral Health Work Group:**
 - The BH Work Group continues to focus on full implementation of the Youth Behavioral project, including: Replacement of outgoing Social Worker; unfilled Elementary Counselor position; Proposal for combination of Data management and triage services (information gathering underway); Re-shaping job descriptions.
 - Commissioner Day has been meeting directly with providers within the school system at all levels.
 - Commissioner Chavez will join the BH work group, which was agreed unanimously.
- c. **Urgent Care Work Group** - The March numbers are in your packet, and represent about average performance for the last 4 months. DispatchHealth executives met with the Urgent Care work group. Concrete information about Kaiser's participation in the DispatchHealth program is expected in the near future.
- d. **Vulnerable Adults Work Group** - The Senior Center is reporting heavy and successful use of the new part time social worker. The compassionate care program is underway, and discussions have begun with both DispatchHealth and VYFS about the potential to add a voucher that would allow compassionate care patients 7-day-per-week access to scheduling. Commissioner Chavez volunteered to join the Work Group, which was approved without objection.

- e. **Strategic Planning Committee of the Whole** - Work continues on assessment of funding shortfall potentials, which will guide recommended further actions.
- f. **Outreach Committee** -
 - The committee has distributed printed materials at the food bank and is replenishing printed materials at other sites. They are also planning tabling events. The monthly newsletter went out in April and various updates were published on social media sites as well as the website.
 - Health Fair promotion started in March with a 'Save the Date' while vendors are finalized. This information is on social media, the website and in the newsletter and will be going out in the VashonBePrepared newsletter and in various VOV broadcasts.
 - The next Outreach meeting is set for Tuesday, April 22nd.
- g. **Governance Committee** - No formal activity at this time. Commissioner Langland shared background on the Committee and priorities of training and capacity building for staff and Commissioners. A Committee meeting will be scheduled in the near future.

7. Unfinished Business - none

8. Second Public Comment Period:

- Alex Bruell asked a question about the plans and timeline for the removal of structures from the real property owned by the District, which is being coordinated and planned with the Parks District.

9. Adjournment - Following a motion by Commissioner Noble and second by Commissioner Hamilton, the meeting was adjourned with unanimous approval.

Next Meeting: May 21, 2025 Regular Meeting

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

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