



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

REGULAR MEETING MINUTES

Date: January 26, 2026
 Time: 6:00 p.m.
 Place: Vashon Presbyterian Church, 17708 Vashon Hwy SW, via ZOOM: <https://zoom.us/j/82699377083>
 Present: Sarah Day, Position 2
 Celia Cugudda , Position 3
 Tom Langland, Position 5, President
 Tim Johnson, Superintendent

Call to order - Commissioner Langland called the meeting to order at 6:02 p.m.

1. Consent Agenda - The following was approved without objection as part of the consent agenda:

- Meeting Agenda
- The following Vouchers, Payroll, and Electronic/Digital Payments:

Vouchers:		
<u>2025-103</u> : REVVER	Additional Subscription License Fee	\$903.74
<u>2025-104</u> : Vashon Youth & Family Services (VYFS)	Compassionate Care Services for October	\$1,000.00
<u>2025-105</u> : Vashon Youth & Family Services (VYFS)	Youth Behavioral Health Social Work - Sept & Oct	\$24,236.59
Payroll:		
December 16-31:	Direct Deposits:	\$5,836.62
	Total Taxes:	\$2,049.57
	Total Benefits:	\$550.16
	Total Payroll:	\$8,436.35
Electronic & Digital Payments:		
Electronic (Bank):		
<u>12/2/2025</u> : GUSTO	Monthly Payroll Subscription Fee	\$72.90
<u>12/15/2025</u> : Intuit	Monthly Quickbooks Subscription Fee	\$125.12
<u>12/17/2025</u> : The DOVE Project	Monthly Services Agreement Payment	\$5,398.92
<u>12/30/2025</u> : Kaiser Health Plan of Washington	ACH Payment for Two Months' Insurance Premiums	\$3,700.05
Deposits:		
<u>12/22/2025</u> : PCG Operating Ac	Semi-Annual MCO Deposit	\$16,447.00

2. **Public Comment Period 1** - None
3. **Commissioner Check-In** - Commissioners shared updates and news from life and work
4. **Election of 2026 Board Officers** - Elections for the following positions are elected annually in January: President (Chair); Secretary; and Auditor.. Commissioner Langland provided an overview of the duties of each position, followed by discussion. Action was taken following discussion:

ACTION: Following discussion, Commissioner Langland moved, and Commissioner Day seconded, to approve the following Officers for 2026, which was approved unanimously (3-0, Commissioners Hamilton and Chavez absent):

- President (Chair) - Commissioner Langeland
- Secretary - Commissioner Chavez
- Auditor - Commissioner Langeland

5. Regular Meeting Reports and Discussion/Action

- **Superintendent Report** - Superintendent Johnson presented his report, which was further detailed in the meeting packet:
 - **Operations & Governance:** Superintendent Johnson reflected on 2025 progress and emphasized maintaining agility while advancing overdue updates to policies, procedures, contracts, financial policies, and staff/commissioner education. Work is underway on an employment manual, fiscal oversight training, and participation in Enduris employment law webinars.
 - **Audit & Systems:** The SAO accountability audit formally began January 20 and is expected to conclude by February 28 at an estimated cost of \$16,000. Pre-audit work has already informed policy improvements. Progress continues on implementing an Electronic Records Management System and expanding public document access via the website.
 - **Committees, Staffing & Administration:** Work groups were updated consistent with the 2025 strategic plan, with organizing meetings ongoing. Banking system updates were completed to enable electronic payments, with remaining updates in progress. Temporary staff continue supporting audit and records work; staff are heavily engaged in communications, audit support, and organizational needs.
 - **Planning & Upcoming Activities:** Early steps are underway to develop a formal, ongoing community needs assessment in coordination with key partners. An updated budget restatement reflecting 2025 carryover will be presented to the Finance Committee, with board review anticipated in February or March. Upcoming public meetings include the January 28 commissioner swearing-in and the January 29 community forum.
- **Work Groups:**
 - a. **Finance Committee** - The Finance Committee held a special meeting to set its regular schedule and to take up the following:
 - Superintendent contract
 - ACH payment capabilities
 - Updating financial policies, including for electronic payments
 - Audit prep
 - Current contracts and structure review

The use of ACH payment for some staff reimbursements was undertaken on a one-time basis to ensure it works and to develop controls and a policy, which will be reviewed by the committee next week. The reimbursement itself is included in the financial
 - b. **Behavioral Health Services Work Group** - The Behavioral Health projects underway include:
 - Updated 2026 contracting for Dove and VYFS.
 - Currently there is a draft out to Dove and the work group, and the final points are being put on the VYFS contract.

- c. **Medical Health Services Work Group** - The DispatchHealth report for December is in the meeting packet. The work group held its organizing meeting on January 9, and began the task of organizing its oversight of DH and MIH services. MIH contracting is moving forward. There is general agreement upon a quarterly report and payment procedure. We will be receiving a summary report for 2025 shortly.
 - d. **Social Health Services Work Group** - The Social Health Services Work Group will have its inaugural meeting on Friday, January 23. Key initial subjects will include:
 - Charter and organization of activities
 - Monthly meeting schedule
 - Voucher Program contract and review
 - The Community Circles program (contracted and begun!)
 - Senior Center SW review
 - e. **Outreach Committee** -
 - The Outreach Committee met on November 25 to review promotion and logistics for the upcoming community forum and December direct mailer messaging.
 - Planning continued for the “Who Ya’ Gonna Call? Community Forum: Vashon Health Care,” a facilitated panel of local health care providers, livestreaming with multilingual subtitles, and a moderated Q&A process.
 - Outreach and promotion efforts include coordination with local media and community partners, tabling with printed materials at the event, and use of online tools to collect and manage public questions
 - Updates and statistics for social media engagement and newsletters were detailed in the board packet.
 - Planning of the updated website has begun. Launch date is projected to be late March 2026.
 - The next Outreach meeting is set for Tuesday, January 27th.
 - f. **Strategic Planning Committee of the Whole** - No report
 - g. **Governance Committee of the Whole** - No report
6. **Unfinished Business** - None
7. **New Business** - None
8. **General Board Discussion** - Commissioner Langland explained the purpose of this agenda item, which is to allow time for Commissioners to discuss and reflect on issues and topics in some more depth. He invited all Commissioners to share ideas for topics for discussion for future meetings.
9. **Public Comment Period 2** - None
10. **Adjournment** - Following a motion by Commissioner Day, and second by Commissioner X, the meeting was adjourned at X p.m. by unanimous approval (3-0).

Next Meeting: February 26, 2026 Regular Meeting

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

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