

SJCPHD#3: Orcas Island Health Care District
Regular Board Meeting – Minutes
February 27th, 2024



**Orcas Island Health Care District
Minutes of the February 27, 2024
Board of Commissioners
Regular Board Meeting**

Commissioners Present:

Dave Zoeller
Diane Boteler – joined 5:09 p.m.
Pegi Groundwater
Mark Salierno

Absent: Chelsie Guilford

Staff:

Chris Chord, Superintendent
Ellen Fraser, Administrative Assistant

I. Call To Order – Regular Board Meeting

President Zoeller called the February 27th Regular Board Meeting to order at 5:01 p.m. with a quorum of commissioners present.

II. Regular Meeting Public Comment

Asya Eberle commented on the Deye Lane road conditions.

III. Consent Agenda

Motion to approve the following consent agenda made by Commissioner Groundwater; seconded by Commissioner Salierno. Motion approved 3 - 0.

- a. **Regular Board Meeting Minutes – 01/23/2024**
- b. **AP Voucher Report – 01/30/2024 - \$17,551.38**
- c. **AP Voucher Report – 02/06/2024 - \$8,376.34**
- d. **AP Voucher Report – 02/20/2024 - \$20,727.68**

IV. Superintendent Report

Superintendent Chord provided updates on the January financials, the Building Committee and the Operations Committee. He also provided updates on the Quality, Medical Directors and After-hours/EMS Quarterly Committee meetings.

Superintendent Chord updated the Board on the DOH Oral Health Grant. The Health District will not assume ownership of a dental van but will move forward with the purchase the Electronic Dental Record platform. As required by the DOH Grant, NW Tech will set-up multifactor authentication on the Health District computers.

Superintendent Chord also informed the Board that he will be presenting Health District updates to the San Juan County Board of Health in March.

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V. New Business

Financial Management Policy Amendments – Contingency Reserve Cap, Capital Reserve Creation, Cashflow Fund Investment approach

Superintendent Chord explained the proposed amendments to the Financial Management policy.

Motion to approve the proposed amendments to the Financial Management Policy, with the changes suggested by Commissioner Salierno, made by Commissioner Groundwater; seconded by Commissioner Salierno. Motion approved 4 – 0.

Resolution 2024-01 – Establish Capital Reserve Fund

Motion to approve Resolution 2024-01 to establish a Capital Reserve fund & investment of excess general reserve fund dollars made by Commissioner Salierno; seconded by Commissioner Groundwater. Resolution approved 4 – 0.

Personnel Policy Amendment – Adding language for Drug-free workplace

Superintendent Chord explained that an amendment to the Personnel Policy is required as part of the DOH Oral Health Grant.

Motion to approve the addition of section 8, Drug-free workplace language, to the Personnel Policy made by Commissioner Groundwater; seconded by Commissioner Salierno. Motion approved 4 – 0.

Policy Review

Commissioners discussed reviewing existing District Policies. The *Rules of Conduct of Commissioners' Meetings* policy will be reviewed at the March 26th Regular Board Meeting.

VI. Public Comment

No public comment

VII. Adjourn

Motion to adjourn Regular Board Meeting made by Commissioner Boteler; seconded by Commissioner Groundwater. Motion approved 4 - 0. Regular Board Meeting adjourned at 6:14 p.m.

Minutes approved this 26th day of March, 2024.

A handwritten signature in blue ink, appearing to read "M. Salierno".

Attest: Mark Salierno, OIHCD Board Secretary