

## Orcas Island Health Care District

### Board of Commissioners

### Regular Board Meeting

February 27<sup>th</sup>, 2024

5:00 – 7:00 pm

500 Rose St, Eastsound, WA 98245

Or online via Zoom:

#### Join Zoom Meeting

<https://us02web.zoom.us/j/2606173610>

## Agenda

**I. Call To Order – Regular Board Meeting** President Zoeller

**II. Regular Meeting Public Comment** President Zoeller

*Comments received via email will be read by the Superintendent. Meeting participants will be asked to raise their hand and will be called on to deliver their comment.*

*Generally, the Commissioners do not respond to specific comments or engage in dialogue during the public comment period; however, the President may direct staff to follow up with the speaker as appropriate. Public comment is for members of the public to inform the Board of their views regarding Board business.*

**III. Consent Agenda – Action** President Zoeller

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**

**Action:** *Approve Consent Agenda*

**IV. Superintendent Report** Superintendent Chord

a. **January 2024 Financial Review**

b. **Building Committee:**

i. Maintenance technician / handyman recruitment

ii. Landscaping contract

iii. Storage space remodel update

c. **Communications Committee**

i. Semi-Annual district update featuring Commissioner Boteler

d. **Finance Committee**

i. Reviewed Financial Management Policy

- ii. Discussed cash account investment strategy
- iii. Delayed Island Health contract negotiations meeting until May
- e. **Operations Committee**
  - i. Hiring of new patient liaison
  - ii. Question around partnering with County on Bilirubinometer/Bili light purchase
  - iii. Reviewed demo of AI-based chatbot for post-visit feedback/follow-up
- f. **Quarterly Committee Meeting Updates**
  - i. **Quality** – Addition of Breast Cancer Screening & Colorectal Cancer Screening as measures.
  - ii. **Medical Directors** – Offer additional training for Ultrasound to other providers. Potential of new telehealth behavioral health provider partnership.
  - iii. **After-hours/EMS** – Strong relationship between fire district and clinic staff. Willingness/open to connecting medical directors to provide information on fly-off policies.
- g. **DOH Oral Health Grant**
  - i. Washington Dental Services proposal to partner with County on portable dental model, utilizing leased location and sprinter van build-out
  - ii. Electronic Dental Record selection should be finalized in first part of March
  - iii. Beginning process of selection and purchase of equipment
  - iv. Medicaid cost report work w/ Katie Raebel ongoing
- h. **Other Items:**
  - i. Laptop / Microsoft MFA setup – required for our Department of Health grant – launching March 1<sup>st</sup>
  - ii. Personnel Policy update – Drug-free workplace additions – required for our Department of Health grant
  - iii. AWPHD funding support grants approval – board retreat & website updates
  - iv. Presenting to San Juan County Board of Health in March

**V. New Business**

President Zoeller

- a. **Financial Management Policy Amendments** – General Reserve Cap, Capital Reserve Creation, Cashflow Fund Investment approach
  - i. **Action** - Approve Financial Management Policy Amendment
- b. **Resolution 2024-01 – Establish Capital Reserve Fund**
  - i. **Action** – Approve establishment of Capital Reserve Fund & investment of excess general reserve fund dollars
- c. **Personnel Policy Amendment** – Adding language for Drug-free workplace
  - i. **Action** – Approve Personnel Policy Amendment
- d. **Designate Ellen Fraser as Public Records Officer**
  - i. **Action** – Approve Ellen Fraser as Public Records Officer

**VI. Public Comment**

President Zoeller

**VII. Upcoming Meetings & Activities - Information**

Superintendent Chord

- a. **OIHCD & IPC – O Operations Committee Meeting – Monday March 11<sup>th</sup> 9:30 AM**
- b. **Regular Board Meeting – Tuesday March 26<sup>th</sup> – 5:00 PM @ Library**

**VIII. Adjourn - Action**

President Zoeller