

San Juan County Public Hospital District #3
Dbas Orcas Island Health Care District

**Board of Commissioners
Regular Meeting**

July 7, 2020
5 pm – 7 pm

AGENDA

Join Zoom Meeting

<https://us02web.zoom.us/j/84160845269>

Conference Line: 1 669 900 9128

Meeting ID: 841 6084 5269

IMPORTANT NOTICE REGARDING PUBLIC COMMENT

In response to Governor Inslee’s March 24, 2020 Proclamation concerning our recent State of Emergency, which waives and suspends the requirement to hold in-person meetings and provides options for the public to attend remotely, all meeting guidelines are hereby modified to comply with the Governor’s order until further notice. Opportunities to provide Public Comment at the start of the meeting will now be limited to submitting written comment to our Superintendent by 3 pm the day of the meeting. Email comments to annep@orcashealth.org and the Superintendent will read all comments at the meeting. Please include your full name and all comments will continue to be subject to the normal three-minute limitation. The information you provide may be subject to disclosure pursuant to Washington State’s Public Record Act, chapter 42.56 RCW. If there are comments that you would like to make following discussion during the meeting, the Public Comments item at the end of the Agenda will be handled via the Chat function on Zoom. The Superintendent will read comments presented in the Chat box similar to how emailed comments will be handled. We appreciate your understanding as we try to accommodate Public Comment in the most convenient way for the community.

- I. **Call to Order - Action** Comm. Fralick

- II. **Public Comment - Information** Comm. Fralick
The Superintendent will read any comments received via email.

- III. **Consent Agenda – Action** Comm. Fralick
 - a. **Regular Board Meeting Minutes – June 16, 2020** (attachment)
 - b. **AP Voucher Report – dated June 28th in the amount of \$1,562** (attachment)

- IV. Medical Clinic Operator RFP - Information**
 - a. **Review of RFP Responses** All
 - b. **Evaluation Workgroups(s)** Comm. Fralick
 - c. **Communication Plan – Town Halls** Comms. Boteler/Lange
 - d. **Articles 3& 4 & Q&A Document** Comms. Boteler/Lange
 - e. **Evaluation Criteria - updated** Comm. Fralick/Pat Hunt
 - f. **Other updates – urgent versus acute care** Comms. Fralick/Miller

- V. Committee and Work Group Reports - Action**
 - a. **Building/Equipment Committee - Updates** Comms. Fralick/Groundwater
 - i. HVAC & Roof Contracts
 - ii. Empire Foundation/Premera Rural Facilities Grant
 - b. **Finance Committee - Updates** Comms. Fralick/Miller
 - i. Expanding and refinancing Long Term Bond
 - ii. New cash flow forecasting model

- VI. Old Business - Information**
 - a. **Resolution 2020-01 Roof & HVAC Expenditures** Comm. Groundwater
 - b. **Template Clinical Services Agreement (CSA)** Comms. Groundwater/Miller
 - c. **2020 Annual Superintendent Performance Review** Comm. Fralick

- VII. New Business** Comm. Fralick

- VIII. Operations Report - Information** Supt. Presson

- IX. Public Comment - Information** Comm. Fralick
The Superintendent will read any comments received via Chat.

- X. Upcoming Meetings - Information** Comm. Fralick
 - a. **Special Meeting/Town Hall – July 9th**
 - b. **Special Board Meeting – July 14th (Clinic Operator RFP Review)**
 - c. **Regular Board Meeting – July 21st**
 - d. **Special Board Meeting – July 21st (Clinic Operator Finalist Selection)**
 - e. **Special Board Meeting – TBD July 30-31 (Clinic Operator Finalist Presentation(s))**
 - f. **Regular Board Meeting – August 4th (Clinic Operator Decision)**

- XI. Future Topics/Activities - Information** Comm. Fralick
- a. **Policies**
 - i. **Records Management and Technology Policy – Q’3 2020**
 - ii. **Fixed Asset Management Policy – Q’3 2020**
 - iii. **Communications and Social Media Policy – Q’3 2020**
 - b. **Community Communication & Engagement**
 - i. **What should the charge be for the Communications Committee**
 - ii. **Timing/structure/topics for articles**
 - iii. **Responding to Community correspondence and social media**
 - c. **Board Process**
 - i. **Current working relationships**
 - ii. **Ways to improve and strengthen the Board’s process & working with staff**
 - iii. **Board Successions Planning**
 - d. **Operations/Administrative**
 - i. **Review of Bylaws and Meeting Code of Conduct – Q’4**
 - ii. **District Logo, letterhead, and business cards – Q’4**

- XII. Adjourn – Action** Comm. Fralick