

SJCPHD#3: Orcas Island Health Care District
Special Board Meeting – Minutes
December 19th, 2023



Orcas Island Health Care District

Minutes of the December 19, 2023 Board of Commissioners Special Board Meeting

Commissioners Present:

Dave Zoeller
Diane Boteler
Pegi Groundwater
Chelsie Guilford
Mark Salierno

Staff:

Chris Chord, Superintendent
Ellen Fraser, Administrative Assistant

I. Call To Order

President Zoeller called the December 19th Special Board Meeting to order at 5:01 p.m. with a quorum of commissioners present.

II. Welcome New Board Commissioners

- a. Mark Salierno, Seat 1
- b. Chelsie Guilford, Seat 3

III. Special Meeting Public Comment

No public comment.

IV. Island Health Quarterly Board Presentation

Marcy Shimada presented the quarterly/year end report for Island Primary Care – Orcas including metrics, services overview and a 2024 outlook.

V. Consent Agenda

Motion to approve the following Consent Agenda items made by Commissioner Boteler; seconded by Commissioner Salierno. Motion approved 5 – 0.

- a. **Public Budget & Levy Hearing and Special Board Meeting Minutes – 11/15/2023**
- b. **AP Voucher Report – 11/21/2023 - \$8,130.18**
- c. **AP Voucher Report – 12/05/2023 - \$30,383.97**
- d. **AP Voucher Report – 12/19/2023 - \$511,862.50**

VI. Superintendent Report

Superintendent Chord updated the board on the November financials, highlighting notable revenue and expense items. He also informed the board that the Maintenance

technician/Handyman position has been filled and the successful applicant will start in the new year.

The Operations Committee update included the delivery ultrasound machine was delivered to the clinic and they will encourage more clinic providers to receive training to use it. He also reported that Island Health hosted two classes at the Senior Center but they were poorly attended. The Senior Center would like to continue with quarterly classes.

Superintendent Chord updated the board on the Communications committee with the next Islands' Sounder article will feature the front desk staff at the clinic. The commissioners suggested the District further utilize the website email list to broadcast District news.

Superintendent Chord updated the board on the DOH Oral Health Grant. The contract will be signed shortly. There was some discussion regarding the change of scope of Island Health billing for dental services. Chord visited Jefferson Health, a rural health center that provides dental services. They are open to sharing their start-up resources they used to create an established dental program. The commissioners suggested that Superintendent Chord develop budgets for dental van and leased space service options.

The January 8, 2024 Board Retreat planning is underway. The commissioners discussed a facilitation/training proposal from Via Healthcare Consulting to facilitate the board development and a motion was made to approve.

Motion to approve the hiring of Via Healthcare Consulting to a maximum of \$12,000 made by Commissioner Groundwater; seconded by Commissioner Boteler. Motion approved 5 – 0.

Superintendent Chord informed the board of a HERSA grant application due January 24 that he would like to apply for and a motion was made for him to move forward with the grant.

Motion to approve Superintendent Chord's participation in the HERSA grant application, provided it does not interfere with ongoing projects and workload, made by President Zoeller; seconded by Commissioner Salierno. Motion approved 5 – 0.

Other items Chord reported on included a letter regarding the Reproductive Protections Act, the North Sound ACH Convening on January 24 – 25 at the Tulalip Casino and the multi-factor authentication that will be required on all District computers.

VII. New Business

The following resolutions were adopted:

Motion to adopt Levy Reduction 2023-03 resolution made by Commissioner Boteler; seconded by Commissioner Groundwater. Motion approved 4 – 0. Commissioner Salierno abstained.

SJCPHD#3: Orcas Island Health Care District
Special Board Meeting – Minutes
December 19th, 2023



Motion to adopt Regular Board Meeting Schedule Resolution 2023-04 made by President Zoeller, seconded by Commissioner Boteler. Adopted 5-0.

Motion to adopt 2023-05 Office desk and printer made by Commissioner Boteler; seconded by Commissioner Guilford. Motion adopted 5-0.

Motion to adopt Resolution 2023-06 appointing auditing officer President Zoeller made by Commissioner Groundwater, seconded by Commissioner Salierno. Motion approved 5-0.

President Zoeller updated the board on the Capital Needs Assessment. It will be a useful directional tool for future planning.

Revising the financial management policy was deferred to the January 23, 2024 Regular Board meeting.

VIII. Public Comment

No public comment.

IX. Adjourn

Motion to adjourn Special Board Meeting made by Commissioner Boteler; seconded by Commissioner Guilford. Motion approved 5 – 0. The Special Board Meeting adjourned at 7:16 p.m.

Minutes approved this 23rd day of January, 2024.

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

Attest: Mark Salierno, OIHCD Board Secretary