

**Orcas Island Health Care District**  
**Board of Commissioners - REGULAR Meeting Minutes**  
**REMOTE BOARD MEETING**  
**June 7<sup>th</sup>, 2022**  
**5:00 – 7:00 p.m.**

**Commissioners Present (via Zoom):**

Pegi Groundwater, President  
Diane Boteler  
Marie Michnich  
Dave Zoeller  
Carolyn Fiscus

**Staff (via Zoom):**

Tom Eversole, Interim Superintendent  
Kim Kimple, Administrative Assistant

**Commissioners Absent:** None.

**I. Call to Order** President Groundwater called the June 7<sup>th</sup>, 2022 meeting to order at 5:00 p.m. with a quorum including five Commissioners present. Though Proclamation 20-28.16 has expired, the district will continue to meet virtually in accordance with the OPMA and Proclamation 20-05 to protect the health of the community, commissioners, and staff.

**II. Public Comment**

Interim Superintendent Eversole read comments received via email from Bob and Carla Thomas regarding primary, after hours, and urgent care.

**III. Consent Agenda**

- a. Regular Board Minutes – 05/17/2022
- b. AP Voucher Report – 05/31/2022 in the amount of \$307.82

**MOTION to approve** the Consent Agenda by Commissioner Michnich; second by Commissioner Boteler. Motion passed, 3-0.

**IV. Operations Report**

- a. **SAO Annual Report**
  - i. The State Auditor’s Office Annual Financial Report is complete.
- b. **Strategic Planning Survey**
  - i. The strategic plan survey has launched. Next steps include small focus groups.
- c. **April 2022 Financial Report**
  - i. The April 2022 Financial report was presented.
- d. **Search for Permanent Superintendent**
  - i. The search for the permanent Superintendent position produced 2 applicants.
- e. **Combine joint committee meetings**

- i. To streamline committee meetings, the Medical Director Committee, After Hours/EMS Committee, and the Quality Committee may combine into one meeting with time allotted for each committee. These committees are compiled of the same individuals.
- f. **Staff appreciation lunch**
  - i. A staff appreciation lunch is scheduled for tomorrow.
- g. **Wetland survey**
  - i. The wetland assessment revealed no wetland in the northeast corner of the property. However, drainage may need to be addressed.

**V. Old Business**

- a. **Charitable Foundation update**
  - i. Discussion continued on the pros and cons of establishing a charitable foundation.

**VI. New Business**

- a. **Interview candidates for the Superintendent position**
  - i. The Board interviewed two candidates for the Superintendent position.
- b. **Small recognitions**
  - i. The District would like to extend thanks to the providers and staff at the clinic for their work during the transition and COVID.
- c. **District office relocation**
  - i. Due to renovations the district may need to relocate office space by January 1<sup>st</sup>, 2023.
- d. **Revisit meeting dates**
  - i. To allow more timely review of district financials, the Board discussed moving the meeting to the fourth Tuesday of each month.
  - ii. **MOTION to Adopt** Resolution 2022-11 Authorizing Meeting Date Change, by Commissioner Michnich; second by Commissioner Zoeller. Motion passed unanimously, 5-0.
- e. **Site planner / architect during strategic planning process**
  - i. The Board discussed hiring a site planner to consult on property and building needs during the strategic planning process.

**VII. Executive Session**

The Board entered Executive Session at 6:34 in accordance with RCW 42.30.110(g) to evaluate the qualifications of an applicant for public employment. The session was scheduled to last 20 minutes. The Board returned to the regular meeting at 6:54 p.m.

**MOTION** to hire a search firm to expand the search for Superintendent by Commissioner Boteler, second by Commissioner Fiscus. With no further discussion, the Motion passed unanimously, 5-0.

**VIII. Committee and Work Group Reports**

- a. **Building Committee**

- i. Commissioner Zoeller reported on progress with the electrician regarding the heat pump operation during power outages; reduced maintenance hours, and the alarm system update.
- b. **Quality Committee**
  - i. Commissioner Fiscus reported Island Health is awaiting additional responses to provide metrics.
- c. **Facilities Committee**
  - i. Commissioner Zoeller provided a progress report on security monitoring, electrical work, contractor hours, and wetland survey opportunity.
  - ii. **MOTION to** move forward with a wetland survey with report by Commissioner Michnich; second by Commissioner Zoeller. Motion passed unanimously, 4-0.

**IX. Public Comment**

Interim Superintendent Eversole finished reading the letter referenced in opening public comment.

**X. Upcoming Meetings and Activities**

- a. Regular Board Meeting – June 28<sup>th</sup>, 2022

**XI. Adjourn**

- a. Moved by Commissioner Boteler, seconded by Commissioner Michnich to adjourn the meeting at 7:35. Motion unanimously carried.

Minutes approved this 22<sup>nd</sup> day of June, 2022.

DocuSigned by:

*Diane Boteler*

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Attest: Diane Boteler, OIHCD Board Secretary

6/28/2022

Date signed