

**Orcas Island Health Care District**  
**Board of Commissioners - REGULAR Meeting Minutes**  
**REMOTE BOARD MEETING**  
**Tuesday, January 19, 2021**  
**5:00 – 7:00 pm**

**Commissioners Present (via Zoom):**

Art Lange, President  
Diane Boteler  
Patricia Miller, Secretary  
Pegi Groundwater  
Richard Fralick

**Staff (via Zoom):**

Anne Presson, Superintendent

**Commissioners Absent:**

None. Commissioner Boteler arrived after the meeting had begun.

**I. Call to Order**

President Lange called the 2<sup>nd</sup> meeting of 2021 to order at 5:00 pm. He noted that there was a quorum of 4 Commissioners present and Commissioner Boteler would join as her work schedule permitted. Also in attendance was the District's Superintendent. President Lange thanked the community members for their interest and participation.

Superintendent Presson asked that two adjustments be made to the Agenda: remove item Vc the X-ray MOU and item VIIa 2020-year end financials. Commissioner Groundwater also asked to remove item VIb Superintendent Goals.

**MOVED by Comm. Fralick, seconded by Comm. Miller to accept the Agenda as modified. VOTE 4:0:0. MOTION CARRIED.**

**II. Public Comment**

Superintendent Presson reported there were no Public Comments received via email prior to the meeting. There were also no live, public comments online.

**III. Consent Agenda**

The items contained in the Consent Agenda included: January 5, 2021 Regular Board Minutes and AP Voucher Report dated 1/04 in the amount of \$2,908.04. Commissioner Miller asked that the Minutes be pulled from the Consent Agenda since she had a question and needed further review.

**MOVED by Commissioner Fralick, seconded by Commissioner Groundwater to approve the modified Consent Agenda. VOTE 4:0:0. MOTION CARRIED.**

**IV. Clinic Updates**

- a. **OFHC** – Aimee Johnson and Shila Wachtel from Orcas Family Health Center provided updates on the mobile COVID testing project and their vaccine schedule. OFHC continues to monitor the volume of COVID tests to make sure they remain on track. To-date they have used approximately 300 tests and have 400 remaining. They have 30 more events scheduled

through the end of March. They have posted language on their website, Facebook page and the Orcasonian to remind people to follow the County's rules around travel and visitors. For people who choose or need to travel off island, the best thing to do is quarantine and not simply get a test just because it's available. For anyone who can they have asked for a small donation to support the program. OFHC was approved as a provider for the COVID vaccine and is working on plans as to when they will begin vaccine events, subject to supply.

- b. **UW** – Mark Bresnick reported that UW has updated their phone line with a message about the vaccine that is Orcas specific and indicates the vaccine supply is not yet available on the island. They hope to start a vaccine clinic in early February and will utilize the clinic building and staff.

Jen Taylor, Clinic Manger, reported on issues with the Clinic's refrigerator. She noticed a decline in the baseline temperature last Friday night and subsequently moved all vaccines to the County and OIFR units. Since the recent power outage was the longest the generator has had to run, OPALCO was going to put a device between the power supply and refrigerator to see if there are any issues. As far as the freezer, it was determined the compressor was bad and that will be covered by warranty. Scientific Instruments will be coming out to look at the refrigerator and will provide more information on the freezer repair cost.

**Action:** OPALCO to study the refrigerator issues this week and report back.

## **V. Island Hospital Update**

Charles Hall, CEO, provided an overview of the hiring of staff and providers. At this point, 12 of the 13 currently employed staff have accepted positions in the new Clinic. The PAs are scheduled to be on site in Anacortes next week, and there are three additional external mid-level candidates. In regard to the MDs, one has opted out of the process and discussions are continuing with the other two.

Patty Codd, Director of Primary Care Clinics, spoke to the medical records transfer and other operational items. Commissioner Miller asked about what data is contained in the Continuity of Care Documents (CCDs) that Island Hospital will receive from UW. Patty reported that they are in the process of defining that with UW. They have also posted the document for patients to request the transfer of information on the IH website and will have copies in each clinic.

Elise Cutter, COO, spoke to the Rural Health Clinic application process, which is in process. She will work with the OFHC Board to file a transfer of ownership, which can only be done 60 days prior to the launch, or February 1<sup>st</sup>. This is the most expeditious way to ensure RHC status from the start of the Clinic. She is also working on issues specific to the VA insurance and other insurance contracting.

Laura Moroney, Marketing Director, provided an overview of the three-phase advertising plan. The first phase has launched, which is the Coming Soon ads. The second phase will announce the providers, and the third phase will be the Now Open ads. She is also working with Charles and Superintendent Presson on next month's Community Briefing. She also continues to update the FAQ document on the IH website, and that document has been visited 67 times. The average time spent is 4 minutes, and overall, there were 317 page views and 261 unique visitors to the website. Laura also reported she sent the medical records verbiage to the teams and will update after feedback is received.

In the community engagement activities, Laura shared the February calendar of events with the local Orcas media. She thought their new program, Aging in Place which is being put together in collaboration with Hospice of the Northwest, will likely be of interest to seniors on Orcas.

**VI. Committee and Work Group Reports**

- a. **Building Committee** – Commissioner Fralick reported there are issues with the gutter install that he’ll be discussing with Esary. Final payment is being withheld pending resolution. He is also looking at the permit to make sure there has been a final sign off by the County.

Superintendent Presson provided an overview of the X-ray installation process.

**Action:** Commissioner Miller asked to make sure Island Hospital provides an estimate of the maintenance costs so it can be added to the equipment inventory and financial reporting.

- b. **Legal Committee** – the Lease Agreement is still pending.
- c. **Communication Committee** – no report outside of what was discussed during Island Hospital’s communication update.
- d. **Finance Committee** – no report.

**VII. Operations Report**

Superintendent Presson shared the newly created Equipment Inventory Workbook. This document contains all of the various items in the clinic building and district office. It shows estimated replacement costs and preventive maintenance schedules.

**Action:** The Superintendent will be working with Island Hospital to update, and she asked Commissioners to review and provide feedback.

**VIII. Old Business**

- a. **2021 Committee & Work Groups** - President Lange went through the Committee and Work Groups for 2021. There was a long discussion around who would be willing to serve on the various Committees and other groups.

**Action:** After discussion there was consensus of the Board to have the following assignments for 2021:

<u>Committees</u>	<u>Commissioners</u>
Building & Equipment	Fralick, Groundwater
Communication	Boteler, Miller
Finance	Fralick, Miller
Quality	Boteler, Groundwater (revisit next meeting)
Staffing	Boteler, Groundwater
Technology	Boteler, Miller
<u>Work Groups</u>	<u>Commissioners</u>
Community Outreach/Strategic Planning	Fralick, Groundwater (revisit next meeting)
Transition	Fralick,Lange
Monthly Operations	Lange, Miller
Monthly Staff	Fralick through the transition

**IX. New Business**

Nothing to report as New Business.

**X. Public Comment**

Terry O-Sullivan shared a frustrating experience trying to get a vaccine appointment, and the need for better communication.

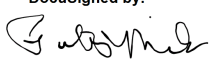
**XI. Upcoming Meetings**

President Lange reported that the next Regular meeting of the OIHCD Board is scheduled for February 2<sup>nd</sup>. Other meetings were listed on the Agenda.

**XII. Meeting adjournment**

**MOVED by Commissioner Fralick, seconded by Commissioner Boteler to adjourn the meeting at 6:36 pm.  
VOTE 5:0:0. MOTION CARRIED.**

Minutes approved this \_\_\_\_ day of \_\_\_\_\_, 2021.

DocuSigned by:  
  
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**Attest: Patricia Miller, OIHCD Board Secretary**

2/25/2021

**Date signed**