

Orcas Island Health Care District
Board of Commissioners - REGULAR Meeting Minutes
Orcas Island Fire & Rescue – Eastsound Firehall
Tuesday, December 3, 2019
5:00 – 7:00 pm

Commissioners Present:

Art Lange
Patricia Miller
Pegi Groundwater
Richard Fralick

Staff:

Superintendent Anne Presson

Commissioners Absent:

Diane Boteler

I. Call to Order

President Fralick called the meeting to order at 5:03 pm.

II. Public Comment

No public comment at this time.

III. Consent Agenda

The Consent Agenda contained: (1) Draft Minutes from the 10/28 Special Board Meeting and 11/5 Regular Board Meeting; and (2) two AP Voucher reports dated 11/08 (\$263,279.37) and 11/25 (\$1,715.95).

MOVED by Commissioner Groundwater, seconded by Commissioner Lange to approve the Consent Agenda as presented. VOTE 4:0:0. MOTION CARRIED.

IV. Committee and Work Group Reports

- a. **Building/Equipment Committee** – Commissioner Groundwater reported that the 30% Requirements document from Hargis Engineering was received. It included ballpark numbers for each major component of the HVAC system, which will prove to be very helpful in securing bids. They provided an estimate on parts, which is estimated to be in the range of \$150,000 - \$160,000. The next step for the Committee is to have KCDA's HVAC and roofing contractors take a look at the job and provide bids, which the Board will have the option of whether to accept the bids or not. Either way, it will get the Board closer to understanding the cost and implementation of the projects. The representative from Wayne Roofing is scheduled to visit the building on December 9th.

Commissioner Miller asked for confirmation that the number quoted for parts does not include the cost of labor. She asked that the Committee ask each bidder to provide a breakdown of parts and labor rather than a lump sum total. She also asked whether the contractors might be able to offer alternate ideas of how to approach the projects to minimize cost. Commissioner Groundwater indicated that the roofing contractor did provide some ideas as to ways of approaching the roof to avoid creating a "hot" roof that shortens its life. She's waiting to get samples of a product that could work in such a scenario.

Commissioner Fralick reported on conversations with the KCDA HVAC contractor from Honeywell. He now has all of the drawings from Hargis and pictures taken of the attic space. Commissioner Fralick expects to have their proposal within a week, and the **Committee expects to be in a position to bring both proposals to the next Board meeting.**

- b. **Finance Committee** – Commissioner Miller reported that she just received OFHC’s financial report for the period July 2019 through September 2019 and is still reviewing. She is also waiting for answers to a few outstanding questions from UW’s report for the same period. The latter is largely associated with what’s driving visits to come in below target while provider FTEs are over target in September. **An updated Clinic financial comparison report will be brought to the next Board meeting.**

The Board was also provided with the October after-hours activity from both Clinics. The OFHC report was relatively straightforward, although the Commissioners asked for some improvement in the writing to make the report more easily legible. There were questions on UW’s report specific to instances where the caller was told to go to the ED or Urgent Care. **The Board would like UW to provide more detail to determine if those issues could have been addressed on the island, and if the provider was either unavailable or chose not to come in to see the patient after-hours.**

V. Old Business

- a. **Procurement Policy** – Commissioner Groundwater brought the updated document back to the Board for a final review. There was an extended discussion, including a focus on the appropriate thresholds for establishing when the Superintendent has authority to make purchases and when purchases require Board approval. There were other modifications agreed to in the discussion. **The Board asked Commissioner Groundwater to confirm how long the roof and HVAC contractors have been under contract with KCDA, and if the deciding factor is price how does KCDA ensure quality. They also asked the Commissioner to check with the County to see how they approach the bidding process for large, capital projects.**

MOVED by Commissioner Miller, seconded by Commissioner Groundwater to approve the revised Procurement Policy, as modified in the meeting. VOTE 4:0:0. MOTION CARRIED.

- b. **Consultant Update** – several of the Commissioners and Superintendent Presson have had planning calls with the consultants from WIPFLI in preparation for the December 10th Special Meeting. A list of questions to consider in planning the Agenda for that meeting was shared with the Board. Of primary concern was to validate the economic model that generated the estimated savings associated with moving to either an FQHC or Provider-based RHC. There was also consensus from the Board to have the consultants walk through the pros and cons of each model, how to approach affiliations, and what the Board will need when soliciting interest from identified partners.

President Fralick would like to make sure the Board comes away from the Special Meeting with a clear path of: (1) what additional data do we need to be able to make a decision; (2) what is the work that needs to get done; (3) who is going to tackle each aspect of the work; (4) what are the realistic options; (5) who are the right contacts at the identified affiliations; and (6) what do we need when approaching possible partners. There was a recognition that the Board will also need to define the variables used in making a decision, including their level of importance. These include the amount of local control in each option, scope of services, economics and risk.

VI. New Business – there was no new business to report.

VII. Operations Report – due to time constraints, the Superintendent provided a few brief updates rather than review the 2019 Superintendent Task list that was included in the packet. She and President Fralick will be attending OFHC’s annual RHC report and evaluation on 12/14. She recently completed the equipment inventory review at OFHC with Commissioner Boteler. The inventory review at UW Clinic had to be rescheduled and she’s working on securing a new date. The Superintendent and Commissioner Groundwater have been reviewing possible revisions to UW’s lease. She reminded the Board that the one-year term of the current Board Officers expires at the end of the year, and there will be an election of Officers at the first meeting in January. Finally, the Superintendent reminded the Commissioners to forward any comments/edits on the updated OIHCD Prospectus.

VIII. Public Comment

Leif asked for clarification on the Clinic Options Matrix as to what the Provider-based affiliated with a hospital or Critical Access Hospital means. He liked the discussion and the direction things are going, including the depth of information being acquired. He appreciates the way the Board is drilling down to get all of the numbers and is applying the right level of sensitivity to the needs on Orcas. He feels the Board is doing all of the right things in the right way.

Bob Thomas echoed the same thoughts as Leif. As someone watching from the audience, he feels comfortable with where and how things are going. He sees the Board is doing their due diligence and asking the right questions. He likes the pace and that the Board is sensitive to not getting impatient. President Fralick appreciated the comments and stressed it’s the Board’s desire that once a decision is made the Commissioner are able to articulate the reasons for the choice.

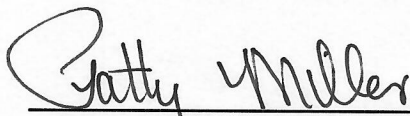
IX. Upcoming Meetings

A list of upcoming meetings was included on the Agenda. There was consensus of the Board to cancel the 12/17 Regular Board Meeting and allow the Work Groups to use that time to do the work that comes out of the 12/10 Special Meeting.

X. Meeting adjournment

MOVED by Commissioner Groundwater, seconded by Commissioner Miller to adjourn the meeting at 7:16 pm. VOTE 4:0:0. MOTION CARRIED.

Minutes approved this 7th day of January 2020.



Attest: Patricia Miller, OIHCD Board Secretary