

**Orcas Island Health Care District**  
**Board of Commissioners - REGULAR Meeting Minutes**  
**REMOTE BOARD MEETING**  
**March 15, 2022**  
**5:00 – 7:00 p.m.**

**Commissioners Present (via Zoom):**

Pegi Groundwater, President  
Diane Boteler, Secretary  
Richard Fralick  
Art Lange  
Dave Zoeller

**Staff (via Zoom):**

Tom Eversole, Interim Superintendent

**Commissioners Absent:**

None

**I. Call to Order**

President Groundwater called the March 15, 2022, meeting to order at 5:00 pm. She noted that there was a quorum with four Commissioners present. Commissioner Boteler joined the meeting later.

**II. Public Comment**

No public comments were offered.

**III. Consent Agenda**

The items contained in the Consent Agenda included: Regular Board Minutes dated 3/1/2022, and an AP Voucher Report dated 3/17/2022 in the amount of \$8,014.89

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

**IV. Operations Report**

- a. **Admin Assistant Recruitment:** The opening was advertised and the first review of applications will be on March 23.
- b. **Strategic Planning:** A kickoff meeting was held with Jodie Corona, who will facilitate the process.
- c. **IH-OIHCD Joint Committee Meetings:** IH is very responsive, and meetings are productive. The IH Q3 and Q4 financial reports are still not available from IH.
- d. **Financial Report:** The District's financial position is good. The invoice for the first IH Clinic subsidy of 2022 is still pending. We expect to spend as budgeted.
- e. **Clinic Operations Joint Committee:** The committee will jointly monitor the performance of IH's new contract call center with regard to the needs of Orcas patients. The patient cancellation and no-show rate is 17% of appointments, which is high. Patient behavior problems seem to have lessened. IH is working to improve its data collection on these situations.

**V. Old Business**

- a. **Amendment of Personnel Policy:** President Groundwater will check on whether there are minimum qualifying hours for PEBB participation.

**MOVED by Commissioner Fralick, seconded by Commissioner Lange to approve the Personnel Policy as amended with the proviso that the District pay 100% of the premium for medical insurance for employees working 20 hours per week or more. VOTE 5:0:0. MOTION CARRIED.**

- b. **Update on Search for Replacement Commissioner:** Commissioner Lange reported that two candidates have agreed to be considered; several others are possibilities. A deadline of April 29 was suggested. Commissioners should send candidate questions to Lange.

**VI. Executive Session:** cancelled

**VII. New Business**

- a. **Charitable Foundation:** The Board discussed the desirability of having a charitable foundation. Commissioner Lange will contact the IH Foundation to discuss an Orcas chapter and what the implications might be for funds collected by the chapter.
- b. **Anti-Harassment Policy:** There was discussion of the policy, which aligns with IH's policies and addresses both verbal and physical harassment.

**MOVED by Commissioner Lange, seconded by Commissioner Boteler to adopt the Anti-Harassment Policy. VOTE 5:0:0. MOTION CARRIED.**

**VIII. Committee and Work Group Reports**

- a. **Building Committee:** Commissioner Fralick summarized the facility issues that are currently within the Committee's portfolio.
- b. **Staffing Committee:** Commissioner Lange reported he has one candidate for the Superintendent position and asked whether the commissioners wanted to do a local search before working with a national firm; the consensus was yes. The staffing committee will present a job description for approval at the next meeting before beginning the search.
- c. **After-Hours Joint Committee:** Commissioner Zoeller reported that IH is aware that data are lacking but hasn't been able to gather everything needed. It was unclear whether Orcas providers are being asked to be part of the IH-wide on-call pool while also needing to see after-hours patients in person, if needed.
- d. **Medical Directors Joint Committee:** Commissioner Boteler reported on discussions relating to our clinic, including the call center, physical space needs, and possible new facilities on Orcas.

**IX. Public Comment:** Millie Vetterlein commented on a number of the items discussed at the meeting. Kim Kimple reported that the MIH program is operating, onboarding about eight clients per month.

**X. Upcoming Meetings and Activities:** The next Regular Meetings of the OIHCD Board are scheduled for April 5 and April 19, 2022.

**XI. Adjournment**

**MOVED by Commissioner Fralick, seconded by Commissioner Boteler to adjourn the meeting at 7:15 p.m. VOTE 5:0:0. MOTION CARRIED.**

Minutes approved this \_\_\_\_ day of \_\_\_\_\_, 2022.

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Attest: Diane Boteler, OIHCD Board Secretary

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Date signed