

Orcas Island Health Care District
Board of Commissioners - REGULAR Meeting Minutes
REMOTE BOARD MEETING
Tuesday, June 16, 2020
5:00 – 7:00 pm

Commissioners Present (via Zoom):

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

Staff (via Zoom):

Anne Presson, Superintendent
Pat Hunt, Project Mgmt. Consultant

Commissioners Absent:

None

I. Call to Order

President Fralick called the meeting to order at 5:12 pm. The Board continues to operate under the Governor's Emergency Declaration and OPMA amendment that was set to expire on May 31st and was extended until June 17th. While the Declaration is still in place, the Board is no longer restricted to conduct only business that is "routine and necessary." President Fralick mentioned this being the 10th meeting of the year and all Commissioners are present.

II. Public Comment

Brianna Rose submitted materials related to her recent petition to keep UW on Orcas and asked to provide an oral comment. She explained the materials are a compilation of published articles/letters that have stemmed from the creation of her petition. She also read a section from the OIHCD Medical Clinic Operator RFP specific to the District's ability to reject all proposals. She feels that UW has finally reached a point where things are working and would not like to see a change. President Fralick thanked Brianna for her efforts and encouraged her to stay actively involved as the Board continues in this process.

Commissioner Miller asked if there was a way to communicate with people who signed the petition. She felt it might be helpful to draft a communication to help people understand the complete picture. It is also hard from the signatures to know how many people are actually on the island versus across the Country. Brianna explained that whenever she posts something everyone on the petition is notified.

Superintendent Presson read a public comment that was submitted via email per the temporary policy to accommodate the virtual meeting format.

Name: Norm Zimlich (former OMF President & Treasurer 2010-2015)

Friends, in the flood of bad pandemic news, have you have missed the historic GOOD NEWS about Orcas health care happening right now?

For the last 14 years Orcas has been served by three competing nonprofit MD practices, all financially challenged and unable to provide adequate after-hours care. No authority existed to require otherwise. But in 2018 Orcas finally passed a health care levy and elected

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Commissioners to manage the levy funds. They distributed the first levy funds equitably between the three existing Orcas practices, pending further study. Meanwhile the five-year contract between one provider, Orcas Medical Foundation (OMF) and Island Hospital expired on 12/31/2016. Although Island Hospital could not subsidize the Orcas Medical Center (OMC) with hospital funds, it generously operated OMC for 18 more months until OMF contracted with the University of Washington to do so. In 2018 OMF ceded the OMC facility, built in 1992 by Orcas donors, as well as the UW short-term contract to the Orcas Island Health Care District.

Following many months of transparent meetings, public comment opportunities, and analysis, the OIHCD Commissioners have concluded that they must channel future public levy funds to a single, efficient, unified primary practice, preferably one with an urgent care component. On 5/11/2020 they published a Request for Proposals (RFP) for a consolidated Medical Clinic Operator at OMC. The RFP response deadline of 6/21/2020 might be extended, but in fact all Orcas health providers and potential bidders, particularly the current operator UW, have anticipated the RFP for many months.

This RFP is exactly what Orcas has long needed. Hundreds of Orcas islanders have generously donated sweat, time, and money over many years to arrive at this historic moment. Today Orcas has knowledgeable elected managers offering sustainable public funds for a unified primary and urgent care provider at OMC.

Thank you, Commissioners. Well done and please stay the course.

III. Consent Agenda

The Consent Agenda contained the Jun 2, 2020 Regular Board Meeting Minutes and a June 13, 2020 AP Voucher report in the amount of \$4,442.54.

MOVED by Commissioner Boteler, seconded by Commissioner Miller to approve the Consent Agenda as presented. No further discussion. VOTE 5:0:0. MOTION CARRIED.

IV. Clinical Operations During COVID

The Clinics will trade off reporting on the impact on clinical processes and operations as a result of the continuing pandemic.

Orcas Family Health Center (OFHC) provided an overview of clinic operations and financial assistance received from PPP and CARES grants. They are continuing to expand hours as the needs dictate. Visit volume for May 2020 compared to the same period in 2019 are down about 40%. As a Rural Health Clinic (RHC) they received additional funding for COVID testing and provider relief for lost revenue. The testing funds will allow OFHC to support the County's asymptomatic testing program. This will likely entail testing employees who are in high exposure positions (e.g. EMS, Home Health workers, etc.) The county will be reaching out directly to employers and will then direct individuals to coordinate testing through OFHC. Testing will be done in the parking lot, and the test kits used will be the ones that are self-administered.

Commissioners Boteler and Miller wanted to better understand the reasons why OFHC has not been conducting COVID testing for their symptomatic patients to-date, and if that will change. Shila Wachtel reported that much of the decision was based on a lack of PPE. OFHC had placed an order at the end of February through San Juan County and, to-date, that has yet to be filled. As such, the decision to not pursue testing was largely based on concerns in getting adequate PPE to protect patients, providers, and staff.

V. Medical Clinic Operator RFP

- a. **RFP Evaluation** - Superintendent Presson provided an overview of the updated RFP Evaluation Workbook. Since it is a complex document and was only recently distributed, the Commissioners were asked to review and send feedback to the Superintendent on or before June 23rd. She will work with Pat Hunt to incorporate the feedback into a new version that will be brought to the July Board meeting.
- b. **Evaluation Work Group**– President Fralick asked the Board if there was interest in creating a small group of two Commissioners to review the initial RFP responses for completeness prior to the July meeting. There was consensus such a formal group wasn't necessary; however, Commissioner Groundwater agreed to serve as a reviewer should the Superintendent or Project Management Consultant have questions about completeness of any answers.
- c. **Communication Plan** – Commissioner Lange summarized the proposed timeline for Town Halls and articles. Basically, the Committee is recommending weekly articles online in Orcas Issues and posted in The Sounder. There was a lot of discussion around the best approach to conducting the Town Hall in a virtual format, and how to effectively handle Q&A with the community. There was also discussion around dates, and consensus was reached to move forward with the first Town Hall on June 30th.

In regard to publication of article, the Committee asked the Board to agree to help expedite creation of content by allowing the Committee to write the articles after gaining agreement on concept from the Board. Commissioner Miller asked the Committee to bring back a summary of Town Hall dates, content, and the goals for each meeting.

VI. Committee and Work Group Reports

- a. **Building/Equipment Committee** – Commissioner Groundwater distributed a spread sheet with the various roof material options. She also reviewed the total cost for the HVAC and roof projects with and without insulating the attic space, which adds a net cost \$87,000. The added cost of insulation was almost a wash over the life of the roof (30 years) and conditioning the attic space will put less of a strain on the HVAC system. It will also provide maximum comfort inside the Clinic.

After continued discussion, the Committee's recommendation was to go with the heavier roofing material and insulated attic space. In doing so, the life of both systems is likely maximized and there are rebates to help mitigate the cost.

MOVED by Commissioner Miller, seconded by Commissioner Boteler to move forward with the roof and HVAC projects to include the Presidential Shake singles and insulation of the roof, and HVAC as bid. No further discussion. VOTE 4:0:1. Commissioner Lange abstained. MOTION CARRIED.

Commissioner Groundwater drafted an initial Resolution to authorization expenditures of monies to replace the roof and HVAC systems in the medical clinic building owned by the District. There were questions in the language, which stated: As a result, the Resolution will be revised and brought back to the next Regular Meeting for action.

- b. **Finance Committee** – Commissioner Miller reported that she has spoken with WAFed about refinancing the existing General Obligation Bond. The first principal and interest payment on

the current bond is due November 1, 2020. In a refinance, that payment could be rolled into the new amount and deferred, which will help the current year's budget. After continued discussion there was a consensus of the Board to pursue the refinance option with WAFed, pending a review of the new financial forecast model. Commissioner Miller would like to see if the updated assumptions indicate additional capital is needed.

President Fralick reported on a telephone call he had with Debra Gussin from UWNC. Since UWNC's FY '21 budget is delayed for several months, and it has a large impact on forecasting, he had asked for some indication of what the District might expect. Debra offered a very high-level number of \$725,000, which was her best guess at this point. The number is important as it will eventually determine the District's maximum funding for the next fiscal year. She also indicated UWNC will not be asking for any modification to the existing Clinical Services Agreement and advised the Board can expect to receive the FY '21 renewal in August.

VII. Old Business

- a. **Lundeen Endowment** – Commissioner Lange reported that OICF will be distributing the first gift from this endowment. There were four entities who will receive funds, and OIHCD was the first recipient. The District will receive approximately \$29,000. Superintendent Presson was asked to connect with OICR to work out logistics and also thank the Board for their generosity.
- b. **Template CSA** - Commissioners Miller and Groundwater are still working on the template Clinical Services Agreement (CSA). They asked commissioners to look at the updated document, which includes notes, and provide final feedback. They will bring this item back to the July Board meeting.
- c. **PFFAP** – In reviewing the application, Commissioner Groundwater indicated that it didn't look like the District would qualify for this grant in 2020.

VIII. New Business

- a. **Superintendent Performance Review** – the document used in 2019 was provided to the Board. Commissioners were asked to review and provide feedback to the Superintendent. President Fralick also noted that he would like the Board to develop standardized evaluation criteria to ensure all Commissioners are consistent in their ratings.
- b. **2020 Meetings Calendar** – Superintendent Presson noted there was a conflict in the Board's regularly scheduled November Board meeting and the OIFR meeting room. As we get closer to the end of the year that date or location might have to be revisited.

IX. Operations Report

Superintendent Presson shared the OIHCD financial report through May 2020. Nothing unusual to report in Revenue or Expenses. After getting the June financials, she will provide a mid-year assessment and determine if there needs to be a formal budget adjustment based on significant changes in either category.

X. Public Comment

No additional comments from the public.

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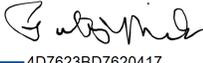
XI. Upcoming Meetings

A list of upcoming meetings was included on the Agenda. The next Regular Meeting of the OIHCD is scheduled for July 7th and will continue to be conducted via Zoom. The first Town Hall will be June 30th via Zoom. There was consensus of the Board to not hold a Town Hall on July 16th and have the 3rd Town Hall follow the July 21st Regular Board meeting. At that meeting, the Board will gather feedback and questions from the community to include in the finalist interview(s). It's also likely the July 28th Special Board meeting will not be needed as the interview are likely to be held on July 30th. Finally, Commissioner Miller would like the Board to revisit how we return to in person meetings. She suggested a room larger than OIFR could be a better option, and the Board will pursue Orcas Center, the Senior Center, and the Movie Theater as possibilities.

XII. Meeting adjournment

MOVED by Commissioner Groundwater, seconded by Commissioner Boteler to adjourn the meeting at 7:13 pm. VOTE 5:0:0. MOTION CARRIED.

Minutes approved this ____ day of _____, 2020.

DocuSigned by:

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Attest: Patricia Miller, OIHCD Board Secretary

8/13/2020

Date signed