

SJCPHD#3: Orcas Island Health Care District
Public Hearing & Special Board Meeting – Minutes
November 12th, 2024



Orcas Island Health Care District

Minutes of the November 12, 2024 Board of Commissioners Special Board Meeting

Commissioners Present:

Dave Zoeller
Pegi Groundwater
Chelsie Guilford
Mark Salierno
Diane Boteler

Staff:

Chris Chord, Superintendent
Ellen Fraser, Administrative Assistant

I. Call to Order – Public Budget & Levy Hearing

President Zoeller called the November 12th Public Hearing to order at 5:32 p.m. with a quorum of commissioners present.

II. Public Budget Hearings

a. SJCPHD #3 2025 Budget

The proposed 2025 budget was presented by Superintendent Chord. He provided an update on the Building General Maintenance line item and the Board agreed to raise the Building General Maintenance and decrease the Miscellaneous Expenses. He clarified that the community support projects will each have their own budget line item.

b. SJCPHD#3 2025 Levy

Superintendent Chord presented the proposed 2024 Levy Increase. He provided clarification of an additional \$432 New Construction increase as calculated by the San Juan County Assessor.

III. Close Public Budget & Levy Hearing

The Public Budget and Levy Hearing ended at 5:46 p.m.

IV. Call To Order – Special Board Meeting

President Zoeller called the November 12th Special Board Meeting to order at 5:47 p.m. with a quorum of commissioners present.

V. Special Meeting Public Comment

No public comment.

VI. New Business

Motion to approve the SJCPHD#3 Budget Resolution 2024-04 made by Commissioner Groundwater; seconded by Commissioner Boteler. Motion approved 5 – 0.

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Motion to approve the SJCPHD #3 Levy Increase Resolution 2024-05, as amended to include the total levy amount, made by Commissioner Groundwater; seconded by Commissioner Salierno. Motion approved 5 – 0.

Motion to approve Resolution 2024-06, SJCPHD #3 DOR Adopt Levy, made by Commissioner Salierno; seconded by Commissioner Boteler. Motion approved 5 – 0.

Motion to instruct Superintendent Chord to file the DOR Levy Certification made by Commissioner Groundwater; seconded by Commissioner Boteler. Motion approved 5 – 0.

VII. New Commissioner succession

Commissioner Groundwater suggested that the Board decide how to move forward when a Board member resigns. Mark and Pegi will connect to discuss candidates and processes.

VIII. Island Health Primary Care – Orcas, Physician Recruitment Visit

Consistent with previous physician recruitment efforts, OIHCD will be participating in meetings with a potential physician candidate for Island Primary Care – Orcas. This recruitment effort is a succession planning process, hoping to find a replacement for key medical providers at the clinic prior to their retirements.

IX. Consent Agenda

Motion to approve the AP Voucher of \$10,754.95 from 11/05/2024 made by Commissioner Groundwater; seconded by Commissioner Boteler. Motion approved 5 – 0.

Motion to approve the Special Board Meeting Minutes of 10/17/2024 made by Commissioner Boteler; seconded by President Zoeller. Commissioners Groundwater & Salierno abstained. Motion approved 3 – 0.

Commissioner Groundwater requested that the October 23rd Regular Board Meeting Minutes be removed from the Consent Agenda.

X. Superintendent Report

Superintendent Chord provided an update on the October financials, the Building Committee and the Communications Committee. Mary Kay Clunies-Ross and Matt Ellsworth are available to attend the December Special Board Meeting to discuss the communications plan further. Superintendent Chord also provided an update on the dental program highlighting the addition of Tuesday clinics and that they have hired a local Dental Assistant/Office Coordinator.

He also reported that the accounting consultant has started staff training on QuickBooks and the reproductive health language has been added as webpage on the OIHCD website.

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XI. Old Business

The Board reviewed the Policy Review table and the Business Travel & Expense and Electronic Signature policies will be brought to the December Special Board Meeting for review.

The October 23rd Regular Board Meeting Minutes will be brought forward to the Consent Agenda at the December 18th Special Board Meeting.

XII. Executive Session

The Board entered Executive Session at 7:27 p.m. in accordance with RCW 42.30.110 to discuss the performance of a public employee. The board returned to the Special Meeting at 7:57 p.m.

XIII. Public Comment

No public comment.

XIV. Adjourn

Motion to adjourn the Special Board Meeting made by Commissioner Groundwater; seconded by Commissioner Boteler. Motion approved 5 – 0. Special Board Meeting adjourned at 7:58 p.m.

Minutes approved this 18th day of December, 2024.

A handwritten signature in blue ink, appearing to read "M. Salierno", positioned above a horizontal line.

Attest: Mark Salierno, OIHCD Board Secretary