

SJCPHD#3: Orcas Island Health Care District
Regular Board Meeting – Minutes
July 23rd, 2024



Orcas Island Health Care District Minutes of the July 23, 2024 Board of Commissioners Regular Board Meeting

Commissioners Present:

Dave Zoeller
Diane Boteler – joined at 5:02 pm, intermittent participation
Pegi Groundwater
Chelsie Guilford
Mark Salierno

Staff:

Chris Chord, Superintendent

I. Call To Order – Regular Board Meeting

President Zoeller called the July 23rd Regular Board Meeting to order at 5:00 p.m. with a quorum of commissioners present.

II. Commissioner Additions to Board Agenda

There were no additions to the board agenda.

III. Regular Meeting Public Comment

No Public Comment.

IV. Consent Agenda – Action

Motion to approve the following consent agenda made by Commissioner Guilford; seconded by Commissioner Salierno. Motion approved 4 – 0, Commissioner Boteler was absent for the vote.

- a. **Regular Board Meeting Minutes – 06/25/2024**
- b. **AP Voucher Report – 07/02/2024 - \$515,618.79**
- c. **AP Voucher Report – 07/16/2024 – \$6,144.79**

V. Superintendent Report

Superintendent Chord provided an update on the June Financials, the Building Committee, and the Communications Committee. Commissioner Salierno and Commissioner Groundwater provided updates on the Finance Committee’s meetings with Island Health regarding contract negotiations.

Superintendent Chord then updated the board on the Operations Committee, including an update on additional data regarding after-hours calls being available from Island Health’s new call center vendor, and expanding the patient liaison’s role to cover Medicaid enrollment.

Superintendent Chord updated the Board on the efforts around Advocacy for the Rural Health Clinic dental encounter rate process with Katie Raebel. The dental program has also been able to cover the majority of 2024 expenses, including equipment and other administrative expenses with the DOH dental grant funds. Additionally, the community partners are working to find a leased space for the dental clinic.

The board then discussed the implications of the San Juan County Auditor's Office reducing services starting in January 2025. Superintendent Chord helped identify some next steps for determining the district's planned approach to cover accounting and payroll services after the Auditor's office is no longer able to support the district in those areas.

Commissioner Guilford updated the Board on the presentation by the Dementia Friendly Orcas representatives, including herself, provided to Island Primary Care – Orcas' clinical staff.

VI. Old Business

a. OIHCD Procurement Policy Review

Motion to approve the Procurement Policy as amended by Commissioner Groundwater, made by Commissioner Salierno; seconded by Commissioner Guilford. Motion approved 4-0, Commissioner Boteler was absent for the vote.

b. OIHCD Public Records & Records Management Policies Review

Public Records & Records Management policy changes will be proposed by Superintendent Chord and Administrative Assistant Ellen Fraser and brought back to the August regular board meeting.

c. Board Assessment Review w/Legal & Governance Committee Members

Commissioner Groundwater and Commissioner Salierno discussed the aggregated strengths and weaknesses of the board composition, and discussed processes for commissioner succession planning.

d. Establishing Island Primary Care – Orcas Medical Assistance Fund at OICF

The board will not be taking action to establish this fund at this time.

VII. New Business

a. Electrician work at clinic

Motion to Approve execute a contract with the lowest cost contractor for electrical work made by Commissioner Salierno, seconded by Commissioner Guilford. Motion approved 4 – 0, with Commissioner Boteler absent for the vote.

b. Deye Ln Paving Project

Motion to Approve awarding the contract to the lowest cost contractor, after review by the Legal and Governance Committee Members made by Commissioner Groundwater,

SJCPHD#3: Orcas Island Health Care District
Regular Board Meeting – Minutes
July 23rd, 2024



seconded by Commissioner Salierno. Motion approved 4-0, with Commissioner Boteler absent for the vote.

c. Sub Lease OIHCD Office Space:

The board discussed the option of sub leasing or granting a facility use agreement to DentAll, PLLC, to operate the community dental project at the 410 Prune Alley, Unit B space.

d. Lease Airport Center Space for OIHCD Office:

The board discussed the option of leasing an office space at the Airport Center.

e. OIHCD Strategic Communications Planning

The board discussed next steps for working with Sunshine Communications, an AWP/PHD partnered consultant on a strategic communications plan, with OIHCD Communications Committee members participating.

f. Change regular meeting date to Wednesdays starting in September

The board discussed changing regular board meeting dates to Wednesdays, but action would require a resolution to be adopted.

VIII. Public Comment

Marsha Waunch commented on the importance of the community dental project, and the enhanced services provided by Dr. Dubek and DentAll, PLLC. She emphasized the pressing need of finding a permanent leased location for the program to reduce volunteer need and reducing costs of setup/take down.

IX. Adjourn

Motion to adjourn the July 23rd Regular Board Meeting made by Commissioner Groundwater; seconded by Commissioner Guilford. Motion approved 4 – 0, with Commissioner Boteler absent for the vote. Regular Board Meeting adjourned at 7:16 p.m.

Minutes approved this 27th day of August, 2024.

A handwritten signature in blue ink, appearing to read "M. Salierno".

Attest: Mark Salierno, OIHCD Board Secretary