

San Juan County Public Hospital District #3
DbA: Orcas Island Health Care District
Board of Commissioners - REGULAR Meeting Minutes
Tuesday, August 28, 2018
4:00 pm – 6:00 pm
Eastsound Firehall

Commissioners Present:

Diane Boteler (remote at 4:52 pm)
Presson
Pegi Groundwater
Art Lange
Patricia Miller
Richard Fralick

Staff:

Superintendent Anne

Commissioners Absent:

None

I. Call to Order

President Fralick called the meeting to order at 4:06 pm noting Commissioner Boteler was remote and would be calling in when available.

II. Public Comment

President Fralick asked for a show of hands as to how many guests were interested in presenting a public comment. There was one raised hand.

Pierrette Guimond appreciated the work of the Board and indicated that she has been doing online research after reading about the losses experienced by SJCPHD#1. She felt Lopez Island PHD provides a good comparison to Orcas, recognizing their budget is about 50% of OIHCD. She handed out copies of the Lopez Budget from the District website. She also asked if there would be a report on the 8.24 Special Meeting and shared that she had recently called the UW after hours number to learn more about their process.

Beth Dixon provided a Public Comment. Her husband experienced a significant wait time when trying to schedule a blood draw with the UW Clinic recently. The first date available was 9.17.

Finally, Ms. Parman shared a similar concern about lack of access and communication from the UW Clinic. She has experienced a life-threatening situation and was unable to get in touch with or get an appointment to see Dr. Russell. She subsequently was treated at Peaceland.

III. Consent Agenda

President Fralick asked if there was a request to remove any item from the Consent Agenda. Hearing none he asked for a motion to approve.

MOVED by Commissioner Groundwater, seconded by Commissioner Lange to approve the Consent Agenda as presented. VOTE 3:0:1. MOTION CARRIED.

IV. Committee Updates

a. Legal Committee:

Commissioner Groundwater reported that she reviewed both the master lease and sub-lease for the Windermere office space. Both were very even handed, and she had no concerns moving forward. She also spoke with the District's insurance carrier and confirmed there were no concerns meeting the insurance requirements in the lease agreement.

MOVED by Commissioner Groundwater, seconded by Commissioner Miller to approve signing a six-month lease with Windermere Real Estate. VOTE 4:0:0. MOTION CARRIED.

Commissioner Miller asked that the Agenda be modified and the report from the Communications Committee be moved to the end of Committee Reports.

b. Other Work Group Updates:

- i. **X-ray** – Superintendent Presson is working with UW to obtain their new X-ray protocol to have some understanding of the process before completing the Press Release. Once drafted she'll have Commissioner Boteler review. Otherwise, UW is on track to implement the new process following completion of the service work scheduled for the week after Labor Day.
- ii. **After Hours Care Model** – Commissioner Miller shared a summary from the August 24th Special Meeting which focused on the Board's modified after-hours care proposal. The summary draft is attached to these minutes.

In summary, Commissioner Miller reported that no agreement was reached on any item in the proposal other than both sides recognizing the need to collect more data. The Board is leaning towards pursuing a no-cost model which would shift existing hours, versus add more slots, to allow for more evening coverage and some weekend access. While this approach would accommodate working islanders, everyone recognized this wouldn't necessarily address the acute after-hours concerns.

The Board is still waiting to see the data from UWNC's Triage Nurse to get a sense of volume and how after-hours calls were dispensed. A question was asked about whether the Triage Nurse calls during Clinic hours are tracked. **Superintendent Presson was directed to ask UWNC for data on those calls since Commissioners continue to hear that people aren't getting return calls from the Clinic and there's lack of follow-up.**

The idea of conducting a Patient Satisfaction Survey of those who sought after-hours care was discussed and UWNC didn't feel it would be relevant. The Board will continue to pursue. There's also need for better coordination with EMS, including Medics having direct access to the Triage Nurse. The Commissioners would also like to see UW providers participating in monthly run reviews with EMS and would ideally like a representative from the PHD to participate. Superintendent Presson reported that she has been invited to participate in a meeting to be held on October 1st with the Fire Chiefs on Lopez and Orcas, Drs. McGough and Alperin from UWNC, and Dr. Sullivan from SJC Medical Control. That discussion will focus on the continued collaboration between UWNC and EMS.

Commissioner Groundwater felt the Board did a good job of conveying how important after-hours care is to islanders. **Next steps are for Commissioner Miller to refine the proposal (attached) and send to UWNC.** Commissioner Lange felt that the two sides are close to reaching a mutually acceptable accommodation in the two key areas: (1) physician access; and (2) access to the full spectrum of care for all callers, regardless of pre-registration. Commissioner Miller expressed concerns around coming to agreement in a timeline that supports the budget deadlines, and it's going to be imperative that the Board continue to instill a sense of urgency with UWNC. **When the proposal is finalized and shared with UWNC it will also be posted on the website.**

c. Finance Committee:

Commissioner Miller provided an overview of the status of the long and short-term financial strategy. As a reminder, the Board's goal is to keep the millage rate as low as possible while still being able to cover the clinic subsidies, building transfer and repairs. At the last meeting the Board reviewed two options; however, after continued discussions with the bond attorney, Cynthia Weed, and general counsel, Don Black, the recommendation is to enter into a purchase and sale agreement with OMF for the building. The price will be adequate to cover their obligation to UWNC and their operating cost shortfall. The agreement would require the funds be placed in escrow and be held until payment to UWNC came due. The target close date will be early October, dependent upon how long it takes to get the financing in place. It's estimated it could take 30 days to get the long-term debt instrument in place. See attachment B for details on the recommendation for financing and building transfer.

There would be a separate transaction to execute an IFA with UWNC which would address the process for a permanent Clinical Services Agreement (CSA), a wind down period, and agreement on an after-hours model. If the IFA and OMF's CSA were to overlap, there would be agreement that the IFA would replace the amount due to UWNC in determining OMF's liability.

Commissioner Groundwater asked for a status on OMF's tax issue and it appeared there were lingering questions as to when and how that will be resolved. Commissioner Miller indicated she would be updating the financial model with new numbers to reflect \$650,000 for the long-term debt and \$250,000 in a short-term line of credit. Interest rate assumptions are summarized in the draft document.

The bond process requires the term sheet from WA Fed (handed out) be sent to the Bond Attorney. She will prepare the Resolution and distribute to the bank, County Treasurer and Board for approval. Once adopted, the closing documents will be prepared and presented for signature. The Board hopes to target 10/5 for the close and building transfer.

Commissioner Boteler called in at this point, and President Fralick asked the if the Board was comfortable with what's been outlined. By consensus all Commissioners expressed agreement and authorized he and Commissioner Miller move forward. **They will bring back final numbers and the Resolution at the next meeting. Commissioner Miller will connect directly with Commissioner Boteler to review what was missed. Commissioner Miller also asked that the Commissioners to review OMF's CSA with UWNC and provide feedback on recommended changes to her or Commissioner Groundwater prior to the next meeting.**

d. Negotiations Committee:

Commissioner Miller reported no action other than what has been discussed previously. The after-hours issue continues to be a critical component of the contract development. The Work Group is now ready to engage with OFHC and will be setting up a meeting in the next week.

e. Communications Committee:

Commissioner Lange and Superintendent Presson have been working on materials for the Town Hall meeting. The Board was asked to review and provide feedback on the materials. Commissioner Lange stressed the importance of making sure we focus on hearing from the community and keeping presentations to a minimum.

Commissioner Lange also gave an update on the after-hours survey. Commissioner Miller asked for clarification as to the primary goal of the survey as she was concerned that it might not provide the Board with a full picture of what's most important to the community. Discussion continued as to the value of keeping questions narrow in scope versus taking a broader approach. **It was decided that Commissioner Miller would work with the Committee to come up with some wording that will help the Board gauge where after-hours care ranks in importance to the community. Finally, the Board authorized Commissioner Lange to reach out to Lisa Byers as a possible moderator for the Town Hall. The Committee will finalize the presentation materials and bring back to the next meeting at which point the Board can finalize and determine the presenters.**

V. Old Business

There was no old business to discuss.

VI. New Business

There was no new business to report.

VII. Operations Report

Superintendent Presson thanked the Board for acting on the office space and shared that she'll likely be able to pick up the furniture and move in over the weekend. She also asked the Board about their feelings on the logo, and it was decided that **she would work with Commissioner Groundwater to create something that is easy yet a little more interesting than what they've seen so far**. She also provided an update on the IT grant, which will likely be awarded in October. She explained it's a reimbursement grant which means, if awarded, the Board would need to purchase the scanner, approximate cost of \$1,000, and submit the receipt for reimbursement. If awarded, the Board would have until the middle of next year to apply for reimbursement. Finally, Superintendent Presson shared an update on her continuing conversations with NW Technology. Included in the packet was a contact sheet, which refers Board Members to the Help Desk when experiencing technical issues. She spoke about the decision to create a SharePoint site as a mechanism to easily share and maintain documents. The more the technical consultant learned about the District and public reporting requirements this was his recommendation. **Superintendent Presson will coordinate a training via a Special Meeting prior to the Regular meeting on 9.4.18.**

VIII. Public Comment

There were three members of the public interested in the final public comment period.

Bob Thomas shared what he had hoped to get from the creation of a PHD. He's noticed a lot more people being air lifted off island and would like to see primary, acute and after-hours care.

Pierrette Guimond commented on having so much focus on UW during the meetings and that it's important to remember we have two Clinics. She asked if the budget included a maintenance allocation for OFHC and Commissioner Miller confirmed it does. Pierrette stressed the importance of talking about finances in the Town Hall and making sure people understand the PHD can only do so much. Also, the term acute needs to be very clearly defined.

Aimee Johnson, OFHC Clinic Manager, shared an experience of a patient who was given an order by UWNC to go to Peacelsland for a blood draw that they couldn't schedule. Instead, the person scheduled an appointment with OFHC and was able to quickly have the blood draw. **Aaimme asked that Superintendent Presson share the Town Hall flyer once finalized and she'll post in the clinic. Finally, she suggested a white board be available at the Town Hall to capture issues, and we have a suggestion box available for each Clinic, so people can submit cards with any issue for which they would like reviewed and/or assistance. The Commissioners felt that was a great suggestion and will be sure to include in the preparations.**

IX. Upcoming Meetings

A list of the upcoming meetings was included on the Agenda.

X. Meeting adjournment

MOVED by Commissioner Groundwater, seconded by Commissioner Miller to adjourn at 5:55 pm. VOTE 5:0:0. MOTION CARRIED.

Minutes approved this _____ day of _____, 2018.

Attest: Anne L. Presson, OIHCD Superintendent