

San Juan County Public Hospital District #3
Db a Orcas Island Health Care District

Board of Commissioners

Regular Meeting

May 19, 2020

5 pm – 7 pm

AGENDA

Join Zoom Meeting

<https://us02web.zoom.us/j/82553251751>

Conference Line: 1 669 900 9128

Meeting ID: 825 5325 1751

IMPORTANT NOTICE REGARDING PUBLIC COMMENT

In response to Governor Inslee’s March 24, 2020 Proclamation concerning our recent State of Emergency, which waives and suspends the requirement to hold in-person meetings and provides options for the public to attend remotely, all meeting guidelines are hereby modified to comply with the Governor’s order until further notice. Opportunities to provide Public Comment at the start of the meeting will now be limited to submitting written comment to our Superintendent by 3 pm the day of the meeting. Email comments to annep@orcashealth.org and the Superintendent will read all comments at the meeting. Please include your full name and all comments will continue to be subject to the normal three-minute limitation. The information you provide may be subject to disclosure pursuant to Washington State’s Public Record Act, chapter 42.56 RCW. If there are comments that you would like to make following discussion during the meeting, the Public Comments item at the end of the Agenda will be handled via the Chat function on Zoom. The Superintendent will read comments presented in the Chat box similar to how emailed comments will be handled. We appreciate your understanding as we try to accommodate Public Comment in the most convenient way for the community.

- I. **Call to Order - Action** Comm. Fralick

- II. **Public Comment - Information** Comm. Fralick
The Superintendent will read any comments received via email.

- III. **Consent Agenda – Action** Comm. Fralick
 - a. **Regular Board Meeting Minutes – May 5, 2020** (attachment)
 - b. **AP Voucher Report – 5/11 in the amount of \$4,043.91** (attachment)

- IV. Clinical Operations during COVID-19 - Information**
 - a. **OFHC** Aimee Johnson
 - b. **UW Medicine Orcas Island Clinic** Dr. Camille Fleming
 - c. **Other** Supt. Presson

- V. Committee and Work Group Reports - Information**
 - a. **Building/Equipment Committee - Updates** Comms. Fralick/Groundwater
 - i. Roof RFP Status
 - ii. HVAC RFP Status
 - b. **Finance Committee - Update** Comms. Fralick/Miller
 - i. Update from UW Medicine on financial reporting

- VI. Medical Clinic Operator RFP - Information**
 - a. **Alignment on Key Areas of Importance** Comm. Lange
 - b. **RFP Response – update** Comms. Fralick/Lange/Supt.
 - c. **Revisit Special Meetings in June/July** Comm. Fralick/Supt.

- VII. New Business**
 - a. **Board Meetings Schedule for June/July 2020 - Action** Comm. Fralick
 - b. **Electronic Sig. Policy – DRAFT (attachment) - Action** Comm. Groundwater/Supt.
 - c. **Electronic Signature and Online Meetings Platform – Update**
 - d. **Template Clinical Services Agreement (CSA) (attachment) - Update**

- VIII. Operations Report - Information** Supt. Presson
 - a. **OIHCD Monthly Financial Report (attachment)**

- IX. Community Communication Plan- POSTPONED** All
 - a. **What should the charge be for the Communications Committee**
 - b. **Timing/structure/topics for articles**
 - c. **Responding to Community correspondence and social media**

- X. Board Process - POSTPONED** Comm. Lange/All
 - a. **Current working relationships**
 - b. **Ways to improve and strengthen the Board’s process**
 - c. **Ways to improve and strengthen the Superintendent’s process**

- XI. Other - POSTPONED**
- a. **OFHC Donation** Comms. Fralick/Miller
 - b. **Lundeen Endowment (OICF)** Comm. Lange
- XII. Public Comment - Information** Comm. Fralick
The Superintendent will read any comments received via Chat.
- XIII. Upcoming Meetings - Information** Comm. Fralick
- a. **Regular Board Meeting – June 2nd and 16th**
- XIV. Future Topics/Activities - Information** Comm. Fralick
- a. **Records Management and Technology Policy – Q’3 2020**
 - b. **Fixed Asset Management Policy – Q’3 2020**
 - c. **Communications and Social Media Policy – Q’3 2020**
 - d. **Review of Bylaws and Meeting Code of Conduct – Q’4 2020**
 - e. **Board Succession Planning – Q’4 2020**
 - f. **District Logo, letterhead and business cards**
 - g. **SJC 2020 Community Needs Assessment**
- XV. Adjourn – Action** Comm. Fralick