

Orcas Island Health Care District
Board of Commissioners - REGULAR Meeting Minutes
REMOTE BOARD MEETING
March 16, 2021
5:00 – 7:00 pm

Commissioners Present (via Zoom):

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

Staff (via Zoom):

Anne Presson, Superintendent

Commissioners Absent:

None.

I. Call to Order

President Lange called the 6th meeting of 2021 to order at 5:01 pm. He noted that there was a quorum with 5 Commissioners present. He welcomed members of the community to the meeting.

When asked if anyone had modifications to the Agenda, Commissioner Groundwater indicated that item VI: OIHCD Procurement Policy would be postponed until the next regular meeting. There were no objections to taking this item off the Agenda.

II. Public Comment

There were no requests for Public Comment at this time.

III. Consent Agenda

The items contained in the Consent Agenda included: the March 2, 2021 Regular Board Minutes and an AP Voucher Report dated 3/15 in the amount of \$4,065.38.

Superintendent Presson noted that she received modifications to the Minutes from Commissioner Miller to more clearly reflect her comments made during the IH Lease discussion. Specifically, a concern that the lease allowed IH to spend up to \$50K per year on equipment without the prior approval of the Board. Commissioner Miller also asked that language be added in the Operations Report to reflect her statements that reminded the Board of the intent when deciding to cover the 60-day waiting period for benefits under the new IH policy.

MOVED by Commissioner Fralick, seconded by Commissioner Boteler to approve the Consent Agenda, as modified. VOTE 5:0:0. MOTION CARRIED.

IV. Island Hospital – Transition Updates

Leaders from Island Hospital (IH) were present to provide an update on various aspects of the clinic transition. Charles Hall, CEO, provided a status of the three legal documents that will be executed prior to the end of the month. He also reported that recruiting was ongoing. Laura Moroney, IH Director of Marketing, reported that the FAQ document was updated this week and IH will be working on building their email list as they look to develop an email newsletter specific to Orcas residents.

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Dr. Frank James was introduced as the new Medical Director for the Orcas Clinic. He talked about the factors that led to his interest in taking the position to help the effort be successful. He was very happy with the idea of finally having a single clinic on Orcas, which he felt was essential to making a viable health care system on Orcas. Having been working in the County for almost 30 years, he had seen how a bunch of small clinics couldn't be sustained, and this was the best chance he has seen to delivery care to the community. He feels the Board brought together a winning combination, and that was what compelled him to want to drop other projects and become a part of the team. He explained that he was giving up a lot of important work because of the importance of this effort and his confidence in Island Hospital. He saw the work would fall into two phases: (1) transition phase supported by the excellent doctors from Island Hospital's Anacortes clinics; and (2) building the long-term team.

Some of the things Dr. James will be focused on as Medical Director will be how to balance primary and urgent care. He expressed excitement that one of the transition providers from Anacortes, Dr. Hogg, is both a family doctor and runs the urgent care at IH. Dr. James feels he will bring a great perspective and be instrumental in helping to create the right model.

Patty Codd, IH Director of Primary Care Clinics, has been meeting with the Call Center team and educating them on the Orcas clinic capabilities. The team is excited to be able to support the Orcas community. Appointments were opened up on Monday, 3/15, and in the past two days IH has fielded almost 60 calls and booked 38 appointments. They are also getting a lot of good questions from Orcas residents, and those will help them continue to build out the FAQs.

Patty also reported on the status of the medical records transition. Due to access issues, the timeline and plans were revised. That said, two employees from IH now have access to EPIC Link via UW and are working on a plan to transfer data in advance of patient appointments. Commissioner Boteler asked about the Continuity of Care Documents (CCDs) and if those are being received. Patty said they did get a test file and are working with UW to determine if they can send in batches or will continue to send individually. Finally, Patty reported that once a patient is established and creates their online account they will be able to request appointments via the patient portal.

Elise Cutter, IH COO, provided an update on COVID vaccines and testing. She has been meeting with a group, including representatives from OFHC, to learn more about the mobile testing effort. IH is already getting involved in vaccine delivery and is working with OFHC and SJC to support the vaccine clinic at the end of this week. Once the clinic opens they will look to continue supporting the vaccine events at Orcas Center since it's working so well.

On the insurance side, Patty Codd and Superintendent Presson had a good discussion with the Premera leadership this week, and Elise continues to work through issues with the VA. IH is working on contracting directly with the VA, which is complex and time consuming. Elise hopes to get a signed contract shortly.

Dimitri Stankevich from Orcas Center was on hand to express his Board's support of the partnership and willingness to accommodate the vaccine events as long as needed. He agrees that the process has been working very well and they are likely able to increase capacity if and when that becomes necessary. The National Guard team was onsite earlier in the day and delivered 350 shots.

Commissioner Miller thanked the Island Hospital leadership team for being accessible and supportive throughout the transition. She has appreciated the team's willingness to make themselves available and take a very collaborative approach with the Board.

V. Committee and Work Group Reports

- a. **Building Group** – Commissioner Fralick reported on a recent walk around the building and that he came away feeling as though the building has come a long way. There has been a lot of work recently to prepare the X-ray room for delivery of the machine, which went smoothly on Monday. He is still working with the physicist on the shielding plan, and otherwise all of the work associated with the installation is going well.

Commissioner Groundwater indicated that the RFP for the remaining clinic work is in process. She had been waiting to get a drawing for the interior remodel from IH; however, as they are now solely focused on the transition she will proceed without that piece and will focus on the other items. The intent is to find a general contractor who will be responsible for working with sub-contractors on the various elements of the project rather than have that fall on the Committee.

Commissioner Fralick reported on conversations with the Electrical contractor around the generator. More discussion is needed and that will likely be handled separate from the building RFP. Early estimates are in the range of \$11-\$12k for a larger, three phase generator.

The issue of a replacement refrigerator was discussed, and Superintendent Presson had shared two options provided by Island Hospital. Patty Codd provided more detail around the differences between the two, with the more expensive model being medication grade versus lab grade. The latter is what has been in the Clinic and the former is what IH has in the other Clinics. Replacing with the same unit as in their other clinics will make maintenance easier, and from a functionality standpoint the medication grade is easier for getting DEA accreditation.

Discussion continued about the merits of one unit over another. Commissioner Boteler asked about the existing warranty for the freezer that was purchased on behalf of the District by UW, and Superintendent Presson has requested UW provide all of the paperwork for that unit. There were also questions as to the value in having a maintenance agreement for a new unit in the event something similar happens early on in the lifespan. IH agreed to look into it and see what would be covered. In the case of the existing freezer, the materials were covered and it was the labor that drove the cost of repair.

MOVED by Commissioner Fralick, seconded by Commissioner Boteler to authorize IH to purchase refrigerator unit REF20-PH and if it makes sense purchase a maintenance agreement. VOTE 5:0:0. MOTION CARRIED.

- b. **Communication Committee** – The Committee presented a proposal from the current Web Manager to conduct an assessment and revamp of the OIHCD website. After continued discussion there was agreement that it would benefit the District to revisit the structure and navigation of the existing site. Commissioners were asked to spend time on the current site and provide feedback to the Committee.

MOVED by Commissioner Fralick, seconded by Commissioner Miller to accept the proposal from the Web Manager in the amount specified in the proposal. VOTE 5:0. MOTION CARRIED.

The Committee also reported that they recently met with Laura Moroney from IH and talked about topics each entity might be reporting on in the next 30, 60 and 90 days. IH agreed to work the topics into their plans.

Commissioner Groundwater brought up the process for releasing articles. She would like to make sure that anything coming from the Board be approved by everyone before being released. If there are time sensitive items or other topics where it makes sense, communication can come from the Superintendent. There was a recognition that it can be hard to create documents that come from the Board as everyone has a different style, and agreement that it's likely the need to send something from the Board should be infrequent as the vast majority of communication will come from IH or the District via the Superintendent. That said, there was agreement there should be a more formal process and the Board might need to call a Special Meeting in times when communication needs to be delivered from the Board.

VI. Old Business

Nothing to report. The Amended Procurement Policy will be deferred to the next Regular Board meeting.

VII. New Business

The Board received the First Amendment to the Agreement with Island Hospital, which contained modifications specific to the amount, timing, and payment of the first annual subsidy in combination with a change in effective date from March 1st to March 30th.

Discussion continued around the timing of the payments and associated language. Due to the fact the effective date of the Agreement would fall prior to the next Regular Board meeting, there was agreement to have Commissioner Groundwater work on making the suggested changes to the new document.

MOVED by Commissioner Miller, seconded by Commissioner Groundwater approve the First Amendment to the Clinical Services Agreement with Island Hospital as to be amended by Commissioner Groundwater to reflect the proration of the first-year subsidy into equal installments with the appropriate effective date. VOTE 5:0. MOTION CARRIED.

In other New Business, Commissioner Groundwater indicated that she recently learned the Board should have adopted a Resolution when increasing the Superintendent's salary.

Action: Commissioner Groundwater to draft a Resolution and bring to the next Regular Board meeting.

VIII. Operations Report

Superintendent Presson provided an update on the District's finances through February 28, 2021. At this early stage of the year there was nothing unusual to report.

IX. Public Comment

Mary Poletti asked about the training program for the new X-ray, and if the person will be certified so if they were to go someplace else they could be certified as a technician. Patty Codd from IH responded that the X-ray tech is spending three days in training at Island Hospital and once the machine is running in the Clinic the IH team will be onsite for additional training. The individual will be certified with the State and would be eligible to be employed in other locations at IH.

X. Upcoming Meetings


President Lange reported that the next Regular meeting of the OIHCD Board is scheduled for April 6th. Other meetings were listed on the Agenda.

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XI. Meeting adjournment

MOVED by Commissioner Groundwater, seconded by Commissioner Fralick to adjourn the meeting at 6:41 pm. VOTE 5:0:0. MOTION CARRIED.

Minutes approved this ____ day of ____, 2021.

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Attest: Patricia Miller, OIHCD Board Secretary

4/20/2021

Date signed