

**Orcas Island Health Care District**  
**Board of Commissioners - REGULAR Meeting Minutes**  
**REMOTE BOARD MEETING**  
**May 3<sup>rd</sup>, 2022**  
**5:00 – 7:00 p.m.**

**Commissioners Present (via Zoom):**

Pegi Groundwater, President  
Marie Michnich  
Diane Boteler, Secretary – arrived 5:07 p.m.  
Dave Zoeller  
Carolyn Fiscus

**Staff (via Zoom):**

Tom Eversole, Interim Superintendent  
Kim Kimple, Administrative Assistant

**Commissioners Absent:**

None.

- I. **Call to Order** President Groundwater called the May 3<sup>rd</sup>, 2022 meeting to order at 5:00 p.m. with a quorum including four Commissioners present Commissioner Boteler arrived at 5:07 p.m.
- II. **Public Comment**  
None.
- III. **Consent Agenda**
  - a. Regular Board Minutes – 04/19/2022
  - b. AP Voucher Report – 04/22/2022 in the amount of \$1557.43
  - c. AP Voucher Report – 04/22/2022 in the amount of \$385,822.30

**MOTION to approve** the Consent Agenda by Commissioner Zoeller; second by Commissioner Michnich. Motion passed, 4-0.

**IV. Operations Report**

- a. **Financial report for April**
  - i. The updated March financial report was presented with changes reflecting potential relocation costs for the new superintendent.
- b. **Strategic Planning**
  - i. The district is engaging with community stakeholders to expand the reach of the upcoming survey.
- c. **IH-OIHCD Update**
  - i. The district has received a bid for the two exam rooms. An additional bid will be generated for the remodel of the conference room to split for storage, as well as potential for the addition of a telehealth office. The committee will be meeting soon to go over compiled data.

- d. **Search for Permanent Superintendent**
  - i. The search continues for the permanent position, with 3 applicants to-date. Advertisement has expanded to schools of public health job boards in Washington and Oregon.
- e. **Report on donor recognition event**
  - i. A small event was held in recognition of Fanny O’Leary for the donation of the x-ray machine.

**V. Old Business**

- a. **Resolutions**
  - i. **Resolution to Appointan Alternate Auditing officer and Resolution Declaring Surplus**

**MOTION to Adopt** Resolution 2022-06 Appointment of Commissioner Fiscus as Alternate Auditing Officer, and Resolution 2022-07 Declaration of Surplus, by Commissioner Michnich; second by Commissioner Boteler Motion passed unanimously, 5-0.

- b. **Committee Commitments**
  - i. There is an open position on the Communication Outreach joint committee, with one board member currently serving, the district would like to add a second board member.
- c. **Charitable Foundation**
  - i. President Groundwater reintroduced the concept of creating a charitable foundation. This would provide a means for donors to provide tax-deductible gifts that would remain in the community.
- d. **OPMA Updates**

Effective June 1<sup>st</sup>, the Proclamation prohibiting in-person meetings will end. Discussion included options for returning to in-person meetings while allowing a hybrid option for those wishing to attend remotely.

**VI. New Business**

None.

**VII. Committee and Work Group Reports**

- a. **Building Committee**
  - i. **Alarm monitoring update**
    - . The Bellingham contractor will be scheduling a site visit to determine compatibility with the current system.
  - ii. **Cost sharing exam rooms remodel**
    - . Presented in Operations Report.
  - iii. **Capital improvement plan for clinic**
    - . The district will create a comprehensive maintenance schedule to develop a capital improvement plan from.
- b. Other: President Groundwater posed whether a second meeting is still needed each month, or if one meeting would suffice.

**VIII. Public Comment**

None.

**IX. Upcoming Meetings and Activities – Information**

- a. Regular Board Meeting – May 17<sup>th</sup>, 2022
- b. Regular Board Meeting – June 7<sup>th</sup>, 2022

**X. Adjourn**

- a. Moved by Commissioner Michnich, seconded by Commissioner Boteler to adjourn the meeting at 5:53 Motion unanimously carried.

Minutes approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Attest: Diane Boteler, OIHCD Board Secretary

\_\_\_\_\_  
Date signed

DRAFT