

SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT No. 2

Board of Commissioners

Special Meeting

Wednesday Sept. 13, 2017

www.lopezislandhd.org

Attendance:

Present: Christa Campbell, Iris Graville, Becky Presley

Absent: Albert Berger, Jim Orcutt

Others: Debra Wiggs, Interim Superintendent,

CALL TO ORDER: Board President Campbell called the meeting to order at 5:30pm.

MINUTES

Minutes of Regular Meeting 8.24.2017 and Special Meeting 09.06.2017: Approved

PUBLIC COMMENT:

L. Stephens: As CWMA liaison, encouraged a coordinated effort to provide physical therapy services for the Lopez Island community.

SUPERINTENDENT OPERATIONS REPORT and DISTRICT OPERATIONS UPDATE:

Supt. Wiggs reported that she sent a letter to CWMA that will activate the five-year amortization schedule for the CWMA loan and a payment will be made by 9/15/2017 since the language in the loan document is somewhat ambiguous about the loan default without payment. She is also composing a letter to CWMA with various options for consideration regarding the balance of the loan principle. Additional activities have centered around ongoing development of the district budget, funding of the budget prior to May 2018, setting up the district operations, and ongoing support of the UW transition.

A date will be set for a special meeting to develop the district mission and vision statements. Supt. Wiggs will send out a date survey to determine the best option.

OLD BUSINESS:

- **Financial Funding for District Operations:** Work continues by Commissioner Berger and Supt. Wiggs to provide a budget and additional supporting documents for cashflow projections.
- **PT Business Plan Request for District Support:** After discussion that included a recognition that physical therapy services were a part of the scope of services at the medical clinic at the time Island Hospital terminated its agreement and UW is unable to provide same services under its clinical services agreement; A motion was made and carried to address acquisition of physical therapy services for the Lopez Island Community under the similar agreement model currently in place with UW Medicine. Terms and funding for this commitment will be considered as the district continues to evaluate the debt load, resources and 2018 budget.
- **District Logo:** Commissioner Presley presented two artists' renderings of various logo options. She requested that the commissioners review the options and rank their top three preferences. It was requested that some of the components in one logo be altered prior to making the preference ranking.

NEW BUSINESS

- **Policies:** In Commissioner Orcutt's absence. Supt. Wiggs reviewed the draft policies for OPMA, PRA and Ethics. There were some language recommendations and Supt. Wiggs will work with Commissioner Orcutt to make some modifications before adoption. Supt. Wiggs requested discussion regarding the Communications Policy

for clarification. It was clarified that there are two facets to this policy, how the district will engage in social media and website content and another for responding to comments in social media. It was determined that it is the role of the Superintendent to manage the communications for the district and to respond to concerns identified in public commentary.

- **Superintendent Role and Responsibilities:** Supt. Wiggs presented a document outlining by RCW the roles and responsibilities of the Superintendent. Commissioner Campbell requested that Supt. Wiggs provide a list of qualifications for the role in keeping with these responsibilities.

RESOLUTIONS and VOUCHERS:

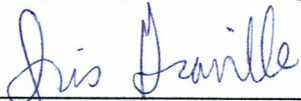
August 2017 Expense Voucher reviewed and approved.

COMMISSIONER and PUBLIC COMMENT:

Commissioner Campbell requested that Supt. Wiggs provide waivers for Commissioner wages. Supt. Wiggs will research MRSC for a document.

ADJOURNMENT: Commissioner Campbell asked if there was any further business. There was none. Meeting adjourned at 7:10 pm.

Signed by Christa Campbell, Chairperson



Attest: Iris Graville, District Secretary