



Wednesday, July 22, 2020
Board of Commissioners Regular Meeting

San Juan County Public Hospital District #2
Dbá Lopez Island Hospital District
4:30 pm – 6:30 pm
Join Zoom Meeting
<https://us02web.zoom.us/j/86890523816>
Dial In: +1669 900 9128
Meeting ID: 868 9052 3816

1. Opening Items (4:30)

Subject A. Call to Order

Meeting Jul 22, 2020 - Board of Commissioners Regular Meeting

Category 1. Opening Items (4:30)

Access Public

Type Action, Information, Procedural

Recommended Action The meeting will be called to order by the Board Chair once there is a quorum.

The Board Chair will review the parameters and guidelines for participating in a Zoom meeting.

The LIHD is complying with the Governor’s Proclamation 20-28.5 specific to the Open Public Meetings Act and Public Records Act, which remains in place.

While the requirement to have a location for the public to attend in person has been extended, the Board is no longer restricted to taking action on matters that are "necessary and routine or are matters necessary to respond to the COVID-19 outbreak and the current public health emergency."

Subject B. Public Comment

Meeting Jul 22, 2020 - Board of Commissioners Regular Meeting

Category 1. Opening Items (4:30)

Access Public

Type Information, Procedural

The purpose of the public comment period is for the public to inform the Commissioners about their views on matters before the Board. The views expressed by the Public are very important to the Board. This item is not intended for debate and discussion with the public. Public comments will be limited to three (3) minutes.

The Agenda includes a second Public Comment period at the end of the close of the meeting.

2. Consent Agenda

Subject	A. Draft Regular Board Meeting Minutes
Meeting	Jul 22, 2020 - Board of Commissioners Regular Meeting
Category	2. Consent Agenda
Access	Public
Type	Action (Consent), Minutes
Recommended Action	Approval as part of the Consent Agenda

The June 24, 2020 Regular Board Meeting Minutes are submitted for approval as part of the Consent Agenda.

File Attachments
[2020_06_24 LIHD Regular Minutes_Draft.docx \(46 KB\)](#)

Subject	B. AP Voucher Reports
Meeting	Jul 22, 2020 - Board of Commissioners Regular Meeting
Category	2. Consent Agenda
Access	Public
Type	Action (Consent)
Recommended Action	Approval as part of the Consent Agenda

An AP Voucher Report dated June 28, 2020, in the amount of \$1,314.85, has been authorized by the Auditing Officer and is presented to the Board for final approval.

File Attachments
[2020_06_28 AP Claim Form SJCPHD#2_signed.pdf \(371 KB\)](#)

Subject	C. Approval of Consent Agenda
Meeting	Jul 22, 2020 - Board of Commissioners Regular Meeting
Category	2. Consent Agenda
Access	Public
Type	Action (Consent)
Recommended Action	Recommend approval of items on the Consent Agenda.

The LIHD has adopted rules of Parliamentary Procedure, Robert’s Rules, which provide for a Consent Agenda listing several items for approval of the Board by a single motion. Most of the items listed under the Consent Agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the Consent Agenda at the request of any Commissioner.

3. Clinic & PT Updates (4:45 - 5:15)

Subject	A. UW Medicine Lopez Island Clinic Update
Meeting	Jul 22, 2020 - Board of Commissioners Regular Meeting
Category	3. Clinic & PT Updates (4:45 - 5:15)
Access	Public
Type	Discussion, Information

Dr. Wilson, Clinic Chief, will provide his monthly update on Clinic operations and care delivery.

File Attachments
[UW Post on Payment Policy.pdf \(950 KB\)](#)

Subject	B. Lopez Island Physical Therapy Update
Meeting	Jul 22, 2020 - Board of Commissioners Regular Meeting
Category	3. Clinic & PT Updates (4:45 - 5:15)
Access	Public
Type	

The LIPT provided their Q'2 2020 financial report. They are requesting \$2,247in subsidy for the quarter, and are also requesting \$5,420 in subsidy for March losses. As a reminder, they considered submitting a request for March; however, they decided to wait until they had complete information for the entire Q'1. The combined amount requested is \$7,667.

The second quarter was notable in several ways.

First was the transition to telehealth visits, which took some time because physical therapy was not in the initial rule making that authorized the visits, and the payors were slow to develop new codes and procedures. As a result, about 40% of their visits in April and May were not billable (they saw many patients prior to an initial evaluation during both months).

Second, they spent much of April learning how to care for patients remotely with social distance, converting their space to meet distancing requirements, and enhancing infection control. They reopened in mid May and the transition has gone well. They report most of their patients are willing to come to the office for care. They are only able to see one patient in the building at a time, with 15 minutes between patients for cleaning, which has reduced the number of patient visits. They are working towards a goal of caring for 8.4 patients per working day in July and August, and 9.2 in September. Their budgeted patients were 10.6 patients per working day; however, they do not anticipate being able to return to that level until social distancing rules are relaxed. The waiting list for a new evaluation is currently 2 weeks.

Fortunately, the practice received a grant and forgivable loan from the federal government to help cover costs in April and May. These funds are no longer available in grant form, and because they operate at a loss, it is not apparent how we can pay back the principle of any loans we might obtain. They have an existing \$25,000 loan from CWMA that was established when the practice was formed, which they have not yet begun to repay.

They are in the process of reducing costs and approaching supporters for fundraising dollars. They are hoping to return to normal volumes in November. It is likely they will request all of the remainder of the 2020 budgeted subsidy in October, and will ask that the Q'4 subsidy (issued in January) be included in the LIHD's 2021 budget.

File Attachments

[2020_07_16 Jan_June PL.pdf \(107 KB\)](#)

[2020_07_16 Q'2 Budget to Actual LIPT.pdf \(320 KB\)](#)

4. Committee Reports (5:15 - 5:45)

Subject	A. Finance Committee
Meeting	Jul 22, 2020 - Board of Commissioners Regular Meeting
Category	4. Committee Reports (5:15 - 5:45)
Access	Public
Type	Action, Discussion, Information, Reports
Recommended Action	Take action or provide direction on UW Medicine renewal.

The Finance Committee will review UW's CSA and Pro Forma for the renewal period that runs July 1, 2020 through June 30, 2023. This information was only recently reviewed with the UWNC leadership, and is still in the process of being analyzed as the Board materials are being put together.

The Committee has also received a preliminary set of financial reports from the District's Accountant to get a very initial read of how the proposed UW Medicine renewal impacts the five-year cash projections. Again, this information was only recently received and hasn't been reviewed in detail.

Finally, the Committee will provide an update on discussions specific to the possibility of refinancing the General Obligation Bond to reduce the interest rate and/or loan period.

File Attachments

[2018-2024 Historical w Annual Forecasts v2020 07-16.xls \(45 KB\)](#)
[2020 Monthly Forecast v2020 07-16.xls \(48 KB\)](#)
[2021 Monthly Forecast v2020 07-16.xls \(48 KB\)](#)
[2020_07_02 UWNC First Amendment to Clinic Support Agreement Final.docx \(38 KB\)](#)
[2020_06_20 UWM FY21-23 Financial.pdf \(43 KB\)](#)

Subject **B. Quality Committee - No Report**

Meeting Jul 22, 2020 - Board of Commissioners Regular Meeting

Category 4. Committee Reports (5:15 - 5:45)

Access Public

Type Discussion, Information

Subject **C. Communications Committee - No Report**

Meeting Jul 22, 2020 - Board of Commissioners Regular Meeting

Category 4. Committee Reports (5:15 - 5:45)

Access Public

Type Discussion, Information

5. Old Business - (5:45 - 6:00)

Subject **A. LIHD Letter of Support for the SJISS**

Meeting Jul 22, 2020 - Board of Commissioners Regular Meeting

Category 5. Old Business - (5:45 - 6:00)

Access Public

Type Action

Recommended Action Approve letter of support

Following a presentation at the June Board meeting, there was consensus of the Board to draft a letter of support for the San Juan Islands Shuttle System.

President Graville and Superintendent Presson drafted a letter for Board approval.

File Attachments

[2020_07_19 LIHD Support of Transport_v3.docx \(78 KB\)](#)

Subject B. Annual Performance Review Document

Meeting Jul 22, 2020 - Board of Commissioners Regular Meeting

Category 5. Old Business - (5:45 - 6:00)

Access Public

Type Action

The Board will review an updated draft of the 2020 Performance Review document for the District Superintendent.

6. New Business (6:00 - 6:10)

Subject A. Interlocal Joint Purchasing Agreement

Meeting Jul 22, 2020 - Board of Commissioners Regular Meeting

Category 6. New Business (6:00 - 6:10)

Access Public

Type Action, Discussion

The Board will review a draft Interlocal Joint Purchasing Agreement to facilitate the sharing of costs for items and/or services of use to both Lopez Island Hospital District and Orcas Island Health Care District.

File Attachments

[2020_07_21 LIHD_OIHCD_Interlocal Joint Purchasing Agreement.docx \(32 KB\)](#)

7. Operations Reports (6:10 - 6:15)

Subject A. Monthly Financial Reports

Meeting Jul 22, 2020 - Board of Commissioners Regular Meeting

Category 7. Operations Reports (6:10 - 6:15)

Access Public

Type Discussion, Information, Reports

The Superintendent will review the monthly financial reports provided by the San Juan County financial management system. Reports show actual versus budget through June 30, 2020.

Highlights include:

Monthly General Fund Balance of \$684,772

- Does not reflect July thru December subsidy payment to be made to UWNC. Invoice has been requested and will be paid once received.

Revenue:

- Property Tax Revenue is 65% of budget, which is just 1% higher than Revenue received at the same time last year.
- \$500 was received as part of the Medicaid Incentive Program through the Accountable Communities of Health.

Expenses of note:

- The June AP report was processed at the end of the month. In addition, there is a large credit balance from the cancellation of the June Rural Hospital Leadership conference. As such, other items paid via MasterCard aren't being captured on the reports since there is no payment being made. The Superintendent is working with the County to determine how to handle this situation to ensure funds reflect amounts that were paid.

File Attachments

[6531_2020_06 Treasurer Mo Report.pdf \(75 KB\)](#)

[6534_2020_06 Treasurer Mo Report.pdf \(72 KB\)](#)

[6531_2020_06 Expenditure Status.pdf \(109 KB\)](#)

[6534_2020_06 Expenditure Status.pdf \(101 KB\)](#)

[6531_2020_06 Revenue Detail.pdf \(106 KB\)](#)

[6534_2020_06 Revenue Detail.pdf \(98 KB\)](#)

Subject **B. Articles of Interest**

Meeting Jul 22, 2020 - Board of Commissioners Regular Meeting

Category 7. Operations Reports (6:10 - 6:15)

Access Public

Type Action

The Superintendent provides industry articles.

File Attachments

[2020_07_03 US News Despite COVID-19 increase, insurance companies to pull back telehealth.pdf \(124 KB\)](#)

8. Community Partner Updates (6:15 - 6:30)

Subject **A. Community Reports**

Meeting Jul 22, 2020 - Board of Commissioners Regular Meeting

Category 8. Community Partner Updates (6:15 - 6:30)

Access Public

Type Discussion, Information

The purpose of this item is to have representatives from organizations in the community report on their activities that support and/or contribute to the physical and emotional wellbeing of Lopezians. The intent is to inform the Commissioners of their work, and to allow Commissioners the opportunity to ask questions for clarification. These reports are not intended to be open for debate and/or discussion with the public. If members of the public have questions they will be instructed to follow-up directly with the presenter after the Board meeting.

Not all Community Partners present at every meeting. The LIHD tries to reserve this item for those who have timely updates to share.

Organizations reporting MAY include any of the following:

- Lopez Island Fire & Rescue
- CWMA
- Lopez Island Physical Therapy
- Lopez Island Family Resource Center
- Lopez Island Pharmacy
- Lopez Transportation Group

9. Closing Items

Subject	A. Public Comment
Meeting	Jul 22, 2020 - Board of Commissioners Regular Meeting
Category	9. Closing Items
Access	Public
Type	Information, Procedural

The purpose of the public comment period is for the public to inform the Commissioners about their views on matters before the Board. Since there could be items discussed during the Board meeting that inform the public and leave them wanting to comment, a second Public Comments period has been added to the standard Agenda format for 2020.

Similar to the Public Comment at the start of the meeting, this item is not intended for debate and discussion with the public. Public comments will be limited to three (3) minutes.

Subject	B. Commissioner Comments
Meeting	Jul 22, 2020 - Board of Commissioners Regular Meeting
Category	9. Closing Items
Access	Public
Type	Discussion, Information

Commissioners will report on any meetings they attended in their official capacity, or other items of interest they would like to share with the Board that weren't addressed in one of the formal Agenda items. This includes a report from the monthly Lopez Island Fire & EMS Board meeting.

Subject **C. Upcoming Meetings and Key Activities**

Meeting Jul 22, 2020 - Board of Commissioners Regular Meeting

Category 9. Closing Items

Access Public

Type Information

A list of upcoming Board and Committee meetings will be discussed.

Subject **D. Meeting Adjournment**

Meeting Jul 22, 2020 - Board of Commissioners Regular Meeting

Category 9. Closing Items

Access Public

Type Action, Procedural

Recommended
Action At the conclusion of all business, the Chair will adjourn the meeting.