



**Wednesday, November 18, 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/89219194393?pwd=aDJNelZHQXpBZE5rUStwYjVDa2U3QT09>**

**Dial by Phone: +1 253 215 8782**

**Meeting ID: 892 1919 4393**

**Passcode: 376168**

## **1. Opening Items (4:30)**

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### **Subject**

#### **A. Call to Order**

Meeting Nov 18, 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 call the meeting to order when there is a quorum of the Commissioners present.

NOTE: The LIHD is complying with the Governor's Proclamation 20-28.12 specific to the Open Public Meetings Act and Public Records Act restrictions. The Proclamation is currently in place through 11:59 pm on December 7, 2020.

### **Subject**

#### **B. Public Comment**

Meeting Nov 18, 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**

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### **Subject                      A. Draft Regular Board Meeting Minutes**

Meeting                      Nov 18, 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 October 28, 2020 Regular Board Meeting Minutes have been reviewed by the Board Secretary and are submitted for approval as part of the Consent Agenda.

File Attachments  
2020\_10\_28 LIHD Regular Minutes\_Draft.docx (49 KB)

### **Subject                      B. AP Voucher Report - no report**

Meeting                      Nov 18, 2020 - Board of Commissioners Regular Meeting

Category                    2. Consent Agenda

Access                      Public

Type                        Information

Since AP reports are usually run at the end of the month, and the November meeting is scheduled for earlier than usual, there are no AP reports to approve.

### **Subject                      C. Approval of Consent Agenda**

Meeting                      Nov 18, 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 Board Chair will ask if there is any reason to take an item off of the Consent Agenda. Documentation concerning these items has been provided in advance to assure a thorough review. If there are no items to be moved or if all requested items have been moved, the Chair will list what items remain and move to adopt the Consent Agenda.

## **3. Clinic & PT Updates (4:45 - 5:30)**

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<b>Subject</b>	<b>A. UW Medicine Lopez Island Clinic Update</b>
Meeting	Nov 18, 2020 - Board of Commissioners Regular Meeting
Category	3. Clinic & PT Updates (4:45 - 5:30)
Access	Public
Type	Discussion, Information

Dr. Wilson, Clinic Chief, and Crystal Rovente, Clinic Manager, will provide their monthly update on local Clinic operations and care delivery. Debra Gussin Executive Director from UW Neighborhood Clinics, will be joining us to provide an update from leadership and insights into the larger UW Medicine system.

Initial questions the Board put together to have Debra address are summarized below:

1. **COVID** – what is UW seeing and how does UW feel with the rate of increase in WA. Will UW be able to support the Clinic if expanded testing becomes necessary.
2. **Integration** – Mark Bresnick has done a great job keeping the Board updated as UWNC approaches the integration into the larger UW Medicine system. Is there any update from a senior level that the Board should be aware of that could impact care, staffing and/or expenses in the future.
3. **Finances** – following our budget hearing and review of the District's 5-year financial projections, the Board is concerned that at the current rate of subsidy escalation, combined with the 1% revenue limit on PHDs and the fact that Lopez taxes at the max, the capacity of the District to absorb similar increases in the 2024-2027 term will be unsustainable. We'd like to start thinking about that now and see if there are ways to mitigate the rate of increase in cost and/or improve revenue in some way. Mark and Crystal are working with the RNs to see how they can bill for more of what they do. On the expense side, Crystal is doing a great job closely watching inventory to minimize waste and doing what she can to control costs. Matt is also looking for Bob and Wen to conduct telehealth visits for patients in other clinics during what is historically their slow season and the mainland busy season. I believe in those cases the Lopez clinic will capture that revenue. Any other ideas are welcome.
4. **Specialists** - Superintendent Presson was contacted by a provider in one of the UW specialty clinics in Seattle who wanted to start coming up to the islands for initial consultations, and facilitate an increased use of telehealth with his department. We would love to be able to do more of that to reduce the amount of trips people have to take off island and increase convenience for patients.
5. **Other Changes** – does UW have any initial thoughts as to how the changes in Evaluation & Management (E&M) coding will impact Revenue? Are there any other changes in coding and billing that could impact UW's financial picture?

<b>Subject</b>	<b>B. Lopez Island Physical Therapy (LIPT) Update</b>
Meeting	Nov 18, 2020 - Board of Commissioners Regular Meeting
Category	3. Clinic & PT Updates (4:45 - 5:30)
Access	Public
Type	Discussion, Information

Representatives from LIPT will provide their monthly update on operations and care delivery as they continue to adjust to challenges brought about by COVID.

#### **4. Committee Reports (5:30 - 5:45)**

**Subject**                    **A. Finance Committee**

Meeting                    Nov 18, 2020 - Board of Commissioners Regular Meeting

Category                    4. Committee Reports (5:30 - 5:45)

Access                      Public

Type                         Action, Information, Reports

The Finance Committee will review the final 5-year financial projections from the Accountant. There will also be follow-up on the question from the Budget Hearing having to do with the Ending Cash and monthly cash flow from November 1, 2020 through April 30, 2021, as well as the Property Tax Revenue update through 11/13/20.

File Attachments

2018\_2024 FORECASTED FINANCIAL STATEMENTS FINAL.pdf (246 KB)

2020\_11\_16 Receivables.pdf (40 KB)

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

Meeting                    Nov 18, 2020 - Board of Commissioners Regular Meeting

Category                    4. Committee Reports (5:30 - 5:45)

Access                      Public

Type                         Discussion, Information

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

Meeting                    Nov 18, 2020 - Board of Commissioners Regular Meeting

Category                    4. Committee Reports (5:30 - 5:45)

Access                      Public

Type                         Discussion, Information

## **5. Old Business - (5:45 - 5:50)**

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**Subject**                    **A. San Juan County Community Based Long-Term Care Network**

Meeting Nov 18, 2020 - Board of Commissioners Regular Meeting

Category 5. Old Business - (5:45 - 5:50)

Access Public

Type Discussion, Information

Superintendent Presson will provide an update on the status of the Health Resources and Services Administration (HRSA) planning grant. Following our last Board meeting, the Superintendent was asked to confirm the duties of the Network Director to ensure she is comfortable taking on that role.

**Subject B. Communicating Sensitive Information - Draft Policy & Procedure**

Meeting Nov 18, 2020 - Board of Commissioners Regular Meeting

Category 5. Old Business - (5:45 - 5:50)

Access Public

Type Discussion

At the August Regular Meeting, there was agreement to create a Policy to enable the Board to be clear on how complaints/concerns brought to Commissioners and/or community partners, as well as complaints raised during the public comment portion of commission meetings are handled. The intent is not to censor complaints or criticism but rather to respond in a manner that seeks a positive resolution.

A first draft of such a policy and procedure was distributed at the October Regular Board. No changes/edits have been requested. This is a reminder to provide feedback to Superintendent Presson. No discussion will take place and the policy will be brought to the December Board Meeting for discussion.

File Attachments  
[2020\\_10\\_28 LIHD Communicating Issues\\_Draft\\_v2.docx \(497 KB\)](#)

## **6. Operations Reports- (5:50 - 6:00)**

**Subject A. Monthly Financial Reports**

Meeting Nov 18, 2020 - Board of Commissioners Regular Meeting

Category 6. Operations Reports- (5:50 - 6:00)

Access Public

Type Information, Reports

Superintendent Presson will provide the monthly financial reports through October 31, 2020.

## File Attachments

6531\_2020\_10 Treasurer Mo Report.pdf (74 KB)  
 6531\_2020\_10 Expenditure Status\_Summary.pdf (102 KB)  
 6534\_2020\_10 Expenditure Status\_Summary.pdf (97 KB)  
 6531\_2020\_10 Revenue Detail.pdf (106 KB)  
 6534\_2020\_10 Revenue Detail.pdf (98 KB)

**Subject**                      **B. Hospice of the Northwest**

Meeting                      Nov 18, 2020 - Board of Commissioners Regular Meeting

Category                      6. Operations Reports- (5:50 - 6:00)

Access                      Public

Type                      Information

The Board asked to keep this item on the Agenda to stay informed on any developments.

**Subject**                      **C. PeaceHealth Community Benefit Fund**

Meeting                      Nov 18, 2020 - Board of Commissioners Regular Meeting

Category                      6. Operations Reports- (5:50 - 6:00)

Access                      Public

Type

The Community Collaboration Committee (CCC) is a meeting of the governing boards of PIMC, SJC Board of Health and SJC Public Hospital District#1.

Beth Williams-Gieger, Director of Administrative Services at PIMC, shared the attached document. PIMC has community benefit funds that they provide to projects in the community related to their Community Health Needs Assessment. This report describes how the PIMC funding will be used. There is also a wealth of information about how the vulnerable populations work group has evolved since 2013.

This information will also serve as helpful background and would also inform the work of the Planning Grant group.

## File Attachments

PH Community Health Funding Request\_SJIFRC.draft.11.10.20.docx (72 KB)

**Subject**                      **D. Articles of Interest - no articles**

Meeting                      Nov 18, 2020 - Board of Commissioners Regular Meeting

Category                      6. Operations Reports- (5:50 - 6:00)

Access                      Public

Type                      Information

The Superintendent provides industry articles to provide insights into health care delivery that could help inform future policies and/or programs.

## **7. New Business - NONE**

### **8. Community Partner Updates (6:00 - 6:20)**

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<b>Subject</b>	<b>A. Community Partner Updates</b>
Meeting	Nov 18, 2020 - Board of Commissioners Regular Meeting
Category	8. Community Partner Updates (6:00 - 6:20)
Access	Public
Type	Discussion, Information

Not all Community Partners present at every meeting. Due to this being an abbreviated meeting, partners will be asked to limit their update to 3 minutes and focus on time sensitive items that need to be surfaced prior to the next Regular Board meeting.

Organizations reporting MAY include any of the following:

- CWMA
- Lopez Island Fire & Rescue
- Lopez Island Family Resource Center
- Lopez Island Pharmacy

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.

### **9. Closing Items (6:20 - 6:30)**

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<b>Subject</b>	<b>A. Public Comment</b>
Meeting	Nov 18, 2020 - Board of Commissioners Regular Meeting
Category	9. Closing Items (6:20 - 6:30)
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. 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 Nov 18, 2020 - Board of Commissioners Regular Meeting  
Category 9. Closing Items (6:20 - 6:30)  
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.

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

Meeting Nov 18, 2020 - Board of Commissioners Regular Meeting  
Category 9. Closing Items (6:20 - 6:30)  
Access Public  
Type Information

The Board will discuss the Agenda for the December Regular meeting, which is the last meeting of the year.

**Subject D. Adjourn**

Meeting Nov 18, 2020 - Board of Commissioners Regular Meeting  
Category 9. Closing Items (6:20 - 6:30)  
Access Public  
Type Action, Procedural