

**San Juan County Public Hospital District #2
Dba Lopez Island Hospital District (LIHD)**

Board of Commissioners - Regular Meeting

March 24, 2021

REMOTE MEETING DUE TO COVID-19

Zoom Video/Audio

4:00 – 6:00 pm

Minutes

Commissioners Present

Albert Berger, Board Secretary
Iris Graville, Board President
James Orcutt
Steven Greenstein

Staff

Superintendent Anne Presson

Commissioners Absent

Christa Campbell

I. Call to Order

The meeting was called to order at 4:03 pm by the Board President, Iris Graville. President Graville started the meeting with a land acknowledgment, recognizing the Commissioners are meeting on the traditional land of the Coast Salish.

II. Public Comment

There was no request for public comment at this time.

III. Consent Agenda

The Consent Agenda contained Minutes from the February 24th Regular Board Meeting and an AP Voucher Report dated 2/28/21 in the amount of \$741.59. It was noted that Chief Bigby's name was added to the Minutes under Item V on page 2.

MOVED by Commissioner Orcutt, seconded by Commissioner Greenstein to approve the Consent Agenda as presented. VOTE: 4:0:0. Motion Carried.

IV. Health Care Partner Updates

- a. **UW Medicine Lopez Island Clinic (UW)** – Mark Bresnick, Assistant Director of Operations, North Region, for UW Neighborhood Clinics (UWNC) was present to share updates. Bresnick reported the Clinic has started vaccine events every Tuesday and all 40 spots were filled the first week. They are currently planning for the second week and

are collaborating closely with the County and Lopez Pharmacy. The goal is to make sure all doses are used, and that will be challenging as the island reaches a saturation point. The Clinic Manager reported already having some trouble filling the 40 slots for the following week based on the current phase limitations. Once the next phase begins and eligibility extends to more islanders, the demand is expected to increase.

Bresnick also reported that the UW volunteer program for non-UW employees would be rolling out the following week. The process for Lopez will be handled separately from the larger UW system to make sure local volunteers aren't sent off island. Crystal Rovente, Clinic Manger, reported she already has a list of 5 names who are interested in applying to be a volunteer.

Commissioner Graville asked how people find out about the process, and Bresnick responded that people can find an application on the UW website. There is a form for "clinical" versus "non-clinical" and when the applicant gets to the question of "where" they would like to volunteer there's a drop down to select Lopez Island. Only people with a zip code of Lopez Island will be able to make that selection, as they also don't want off island volunteers to sign up on Lopez. The system will generate a list for the Clinic and they can assign people to be either a vaccinator, observer, or greeter. Bresnick agreed to provide the information on where to go and will publicize the opportunity.

Bresnick also reported the final all island EMS meeting was held earlier in the day. As Orcas changes operator to Island Hospital, UW will continue the quarterly meetings with the Lopez Clinic and Lopez Fire & EMS. Dr. Jaffy, Associate Medical Director for UWNC, provided a short update on the after-hours coverage once Orcas leaves UW. He reported that the providers on Lopez will become part of the larger UW Family Practice on-call pool. The initial calls will continue to go through the UW Nurse Triage, and then be directed to an on-call provider, if necessary. In the very few situations where a Lopezian needs to be seen in person, the provider on call will have instructions on how to contact Dr. Wilson or Wen Murphy, NP. Dr. Wilson felt the new plan should work well since there are very few instances when a patient needs to be seen in person outside of clinic hours, and emergency calls should be directed to EMS. Dr. Wilson would like to continue to address how to avoid airlifting someone with a minor problem off the island, and that is something that can continue to be discussed in UW's quarterly meetings with EMS.

- b. **LIPT** – Since the practitioners were seeing patients and unable to attend, Superintendent Presson read a summary provided to her from the Lopez Island Physical Therapy practice.
- All staff have now received vaccination against the Covid-19 virus.

- Visits for the first two months are 3% below budget due to only being able to see one patient at a time at the office. Now that all staff are vaccinated they will be able to see two patients at a time on Tuesdays, Wednesdays, and Thursdays. The practice expects to be on budget for the year for visits by the end of April.
- Currently there is a two week wait for a new evaluation.
- Revenues are 5% below budget for the first two months, and the practice switched to a new biller in February. There will be some delay in billings due to the transition, but they anticipate that by the end of April they will see major improvements in the timeliness of billings. The new vendor is based in Anacortes and has excellent relationships with all of the payers. They are confident the new firm will be able to help maximize revenue per visit due to their familiarity with several other local PT clinics that are similar to LIPT.
- The practice switched to a new bookkeeper in January which has been going well. She will also handle payroll and Quickbooks accounting. She is not a CPA, and they are evaluating their needs going forward to determine whether finding a new CPA is necessary.
- The practice had losses of approximately \$13,000 for the first two months of the year. They received a \$29,000 SBA PPP forgivable loan in February and that will offset those losses. Depending on the March loss, the practice may delay requesting support from LIHD until later in the second quarter.

V. Community Partner Updates

- a. **CWMA** – Lauren Stephens reported that the most important work underway by CWMA was to approve another action in the effort to ensure vaccines being stored in the Lopez Clinic remain appropriately refrigerated. They are installing extra circuits to serve the room where the refrigerator is kept avoiding the possibility of one tripping due to overload. Commissioner Berger asked if there were any ongoing concerns with the generator, and Stephens reported that all work on the generator has been completed. Finally, Stephens reported she will attend one more LIHD meeting and then will be retiring from the CWMA Board.
- b. **Lopez Fire & EMS** – Duane Bordvick provided a few updates from the last LIFE Board meeting. He was pleased to report that the District hired a new Executive Assistant who is on board and doing great. The Board also adopted a Resolution for an EMS Levy and moved to schedule a strategic planning meeting.

Chief Bibgy was present to share a few operational updates. He reported that call volume is starting to increase after being slow during the holiday season. They are also starting to see multiple calls at the same time. The EMS Levy will be on the August ballot and they will start to have relevant information soon to help inform the public.

President Graville thanked Chief Bigby and Commissioner Bordvick for fostering a desire to have a strong relationship and appreciates their partnership in keeping the community healthy.

- c. **Lopez Pharmacy** – Marge & Rick McCoy reported that they recently met with the Governor’s office to discuss the inequities of vaccine distribution. Their efforts are to get a consistent distribution to the islands, and they are hoping that will get pushed through the political process.

VI. Committee Reports

- a. **Finance Committee** – There was no report from the Finance Committee.
- b. **Quality Committee** - There was no report from the Quality Committee.
- c. **Communications Committee** – Superintendent Presson reported the Committee met on March 11th to discuss the publication schedule for HealthMatters 2.0. There was also a discussion around the proper distribution channels, both online and paper. The Spring issue is targeted for publication the week of April 19th.
- d. **SJC Community-Based Long-Term Care (LTC) Network** – Superintendent Presson reported that the work continues to go very well, and the Work Groups that were established have been meeting with various stakeholders on Lopez. Recently, the housing work group met with Lopez Island Land Trust, and the Recruitment/Training work group learned about a pilot RN program that Karen Gilbert led in combination with EMS in the 90’s. The Core group is scheduled to get back together on April 9th.

VII. Old Business

- a. **Proposal for Strategic Planning Consultant** – Superintendent Presson presented an updated proposal from Health Facilities Planning & Development to support the District throughout the Strategic Planning process. After meeting with the Board at a Special Meeting to discuss the details of the proposal, the consultant made a few revisions to the timing, list of activities and cost.

Discussion centered around the value of Community-wide meetings, and whether the best information can be derived through smaller focus groups. After continued discussion, there was consensus to ask the consultant if she felt having community meetings was important to the process.

Commissioner Berger suggested the District set an expenditure cap with a not to exceed number and talk with the consultant at the next meeting about the value of community meetings.

MOVED by Commissioner Berger, seconded by Commissioner Greenstein to approve the amended proposal from Health Facilities Planning and Development to be further amended to include a not to exceed amount of \$12,000. VOTE: 4:0:0. Motion Carried.

VIII. New Business

President Graville added an item to discuss the possibility of returning to in-person Board meetings. There was agreement that there will remain value in having an online option. After continued discussion, Superintendent Presson and Chief Bigby will meet and talk about options for meetings to be held at the Firehall. This will be brought back to the next meeting so the Board can continue to think about the safest way to return to in person meetings.

IX. Operations Report

- a. **LIHD Financials through February 28, 2021** – Superintendent Presson provided a summary of the financial report for the first two months of the year.
- b. **Sensitive Items Update** – nothing currently under review.

X. Public Comment

Lauren Stephens asked that the Board continue to provide a virtual option when meetings return to in person. She finds it works great and Zoom provides good access to all members of the community.

Erica Taylor also commented on meetings and was wondering if the group can get together without restrictions if all Commissioners and guests are fully vaccinated. Commissioner Orcutt felt as a health care related entity it might be wise to continue to maintain masking even if it's safe,

XI. Commissioner Comments

Commissioner Berger noted that he was pleased to see the financials are improving for the Lopez Island Physical Therapy practice.

XII. Upcoming Meetings

The monthly UW Ops meeting is scheduled for April 26th and the next Regular Meeting of the LIHD is scheduled for April 28th at 4 pm. UW will be presenting their mid-year report at that meeting. Superintendent Presson also noted that the Board will begin the formal Strategic Planning meetings, the first to kick off on April 14th at 3 pm.

XIII. Adjourn

MOVED by Commissioner Greenstein, seconded by Commissioner Orcutt to adjourn the Regular meeting at 5:28 pm. VOTE: 4:0:0. Motion Carried.