

SJCPHD#3: Orcas Island Health Care District  
Regular Board Meeting – Minutes  
September 26<sup>th</sup>, 2023



## Orcas Island Health Care District

### Minutes of the September 26, 2023 Board of Commissioners Regular Board Meeting

**Commissioners Present:**

Dave Zoeller  
Diane Boteler  
Carolyn Fiscus  
Pegi Groundwater  
Marie Michnich

**Staff:**

Chris Chord, Superintendent  
Ellen Fraser, Administrative Assistant

**I. Call to Order – Action**

President Zoeller called the September 26 meeting to order at 5:11 pm with a quorum of commissioners present.

**II. Public Comment**

Doug McDonald provided a written statement in advance and joined in person to request that OIHCD consider supporting the development of an adult family care home on Orcas Island.

**III. Island Health Quarterly Update**

Marcy Shimada presented a summary of the clinic biennial program evaluation including service metrics, telehealth services and identified opportunities.

**IV. Executive Session**

The Board entered Executive Session at 5:42 pm in accordance with RCW 42.30.110(g) to discuss the performance of a public employee. The Board returned to the regular meeting at 6:32 pm.

**V. Consent Agenda**

**Motion to approve** the August 22, 2023 Regular Board Meeting Minutes made by Commissioner Michnich; seconded by Commissioner Fiscus. Motion approved 4-0 with Commissioner Groundwater abstaining.

**Motion to approve** the following AP Vouchers made by Commissioner Michnich; seconded by Commissioner Fiscus. Motion approved 5-0.

- a. **AP Voucher Report – 08/22/2023 - \$2,803.09**
- b. **AP Voucher Report – 09/05/2023 - \$1,741.26**
- c. **AP Voucher Report – 09/19/2023 - \$58,134.70**

**VI. Operations Report**

Superintendent Chord updated the board on the August Financial report. He reported that the clinic generator replacement project is almost complete and the commissioners discussed placing an advertisement for open clinic maintenance technician position. Other clinic updates included storage and space planning. He also updated the board on the Department of Health Oral Health Grant and the San Juan County Hospital District's Care Coordination Grant.

The commissioners discussed a possible Board retreat and requested it occur in early January 2024.

**VII. Budget Review**

The board reviewed the 2024 draft budget line by line.

**VIII. New Business**

a. **Action Required: Surplus Generator**

**Motion to adopt** Resolution 2023-01 Declaring Certain Personal Property to be Surplus, made by Commissioner Michnich; seconded by Commissioner Groundwater. Motion passed 5-0.

b. **Review consultant project proposal**

**Motion to retain** Health Facilities Planning & Development for care coordination planning and facilitation made by Commissioner Groundwater; seconded by Commissioner Michnich. Motion passed 5- 0.

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**IX. Old Business**

**a. Storage space planning discussion**

Space planning discussion was deferred until current clinic storage room is renovated.

**X. Public Comment**

No public comment.

**XI. Adjourn**

**Motion to adjourn** made by Commissioner Fiscus; seconded by Commissioner Michnich.  
Motion approved 5-0. Regular board meeting adjourned at 8:34 pm.

**Minutes approved this 24th day of October, 2023.**

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Attest: Diane Boteler, OIHCD Board Secretary