

Orcas Island Health Care District
Minutes of August 27, 2025
Board of Commissioners
Regular Board Meeting

Commissioners Present:

Mark Salierno
Diane Boteler – joined 5:06 p.m.
Trey Holland
Absent: Chelsie Guilford
Alison Sanders

Staff:

Chris Chord, Superintendent
Ellen Fraser, Administrative Assistant

I. Call To Order – Regular Board Meeting

President Salierno called the August 27th Regular Board Meeting to order at 5:06 p.m. with a quorum of commissioners present.

II. Land Acknowledgement & Mission Minute

Superintendent Chord read a land acknowledgement and made a statement of appreciation for Marcy Shimada's commitment to Island Health and Island Health Primary Care - Orcas.

III. Regular Meeting Public Comment

Dave Zoeller commented about the challenges of clinic recruitment the Health District's role in staffing. He believes that some clinic problems could be solved with a full compliment of staff.

IV. Consent Agenda

Motion to approve the following consent agenda made by Commissioner Holland; seconded by Commissioner Boteler. Motion approved 3 – 0.

- a. **Regular Board Meeting Minutes – 07/23/2025**
- b. **AP Voucher Report – 07/29/2025 - \$16,661.77**
- c. **AP Voucher Report – 08/12/2025 - \$58,823.65**
- d. **AP Voucher Report – 08/26/2025 - \$35,238.24**

V. Superintendent Report

Superintendent Chord provided an update on the July financials. President Salierno commented that land assessment values should be included in the financials. Superintendent Chord also provided an update on the Building Committee highlighting that request for proposals will be sent out for clinic improvements through the MRSC roster. He also provided a quote to purchase the shipping container for needed clinic storage.

He updated the board on an After-Hours graphic that will be advertised through the community starting with placement on the Orcasonian website. The SJC Community Health Network has met to establish a planning committee between the Hospital Districts, County and Island Resource Centers. They have asked that the Orcas Health Care District serve as the project manager employer.

Superintendent Chord has chosen and met with an Executive Coach with one discussion item being communication tools. He requested that any Commissioners provide feedback regarding communication tools or cadence of communication.

VI. Old Business

OIHCD Bylaws review

No proposed changes to bylaws at this time.

Procurement Policy

Commissioners discussed legal counsel's suggestions of changes to Procurement policy. We will develop a separate document for direct contracting if it will be useful. Legal added clauses to comply with changes to RCWs.

Motion to approve the updated procurement policy made by Commissioner Boteler; seconded by Commissioner Holland. Motion approved 3 – 0.

VII. New Business

Shipping Container for Storage

Commissioners requested that if the shipping container is purchased, that it be added as asset on the balance sheet.

Motion to approve the purchase of the shipping container for needed additional clinical storage made by Commissioner Boteler; seconded by Commissioner Holland. Motion approved 3 – 0.

SJC Community Health Network Project Manager Employment & Orcas Specific Hours

Superintendent Chord presented an SBAR and project manager job description to the board. It would be a North Sound ACH grant funded role. Commissioners discussed the options of hiring a project manager or keeping it a contractor role. Commissioners preferred to continue the contractor role supported with the North Sound ACH grant.

VIII. OIHCD 2026 Draft Budget

The Board reviewed the 2026 draft budget line by line. Board suggested bringing back clarity on red items for September Regular Board Meeting review.

IX. Public Comment

Dale Erly added his support to Commissioner feedback regarding the Project Manager role, citing possible mission creep once someone is hired. He also voiced concern regarding after-hours/walk-in data at Orcas Fire and the possibility of increased clinic walk-ins if the after-hours processes are advertised. Superintendent Chord will continue to ask them to supply that data.

X. Adjourn

Motion to adjourn the August 27th Regular Board Meeting made by Commissioner Boteler; seconded by Commissioner Holland. Motion approved 3 - 0. Regular Board Meeting adjourned at 7:06 p.m.

Minutes approved this 24th day of September, 2025.

Chelsie Guilford

Chelsie Guilford (Oct 7, 2025 13:46:10 PDT)

Attest: Chelsie Guilford, OIHCD Board Secretary

2025_08_27 Board Meeting minutes

Final Audit Report

2025-10-07

Created:	2025-09-29
By:	Ellen Fraser (ellenf@orcashealth.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAr5eBOvAbOrfJV_Gkw-6zyHUQn6VZfSq

"2025_08_27 Board Meeting minutes" History

-  Document created by Ellen Fraser (ellenf@orcashealth.org)
2025-09-29 - 5:02:11 PM GMT
-  Document emailed to Chelsie Guilford (chelsieg@orcashealth.org) for signature
2025-09-29 - 5:02:15 PM GMT
-  Email viewed by Chelsie Guilford (chelsieg@orcashealth.org)
2025-10-07 - 8:44:30 PM GMT
-  Document e-signed by Chelsie Guilford (chelsieg@orcashealth.org)
Signature Date: 2025-10-07 - 8:46:10 PM GMT - Time Source: server
-  Agreement completed.
2025-10-07 - 8:46:10 PM GMT