

Orcas Island Health Care District  
**Minutes of June 25, 2025**  
**Board of Commissioners**  
**Regular Board Meeting**

**Commissioners Present:**

Mark Salierno  
Diane Boteler  
Trey Holland (after taking oath at 5:16 p.m.)  
Alison Sanders  
Absent: Chelsie Guilford

**Staff:**

Chris Chord, Superintendent  
Ellen Fraser, Administrative Assistant

**I. Call To Order – Regular Board Meeting**

President Salierno called the June 25<sup>th</sup> Regular Board Meeting to order at 5:12 p.m. with a quorum of commissioners present.

**II. Land Acknowledgement & Mission Minute**

Superintendent Chord read a land acknowledgement, and Mark shared a message on the commitment he witnessed at a meeting with the health care providers at Island Health Primary Care – Orcas.

**III. Regular Meeting Public Comment**

No public comment.

**IV. Commissioner Appointment**

**Motion to appoint** Trey Holland as a Commissioner in seat #5, San Juan County Public Hospital District #3, made by Commissioner Boteler; seconded by Commissioner Sanders. Motion approved 3 – 0.

**Commissioner Oath of Office** - Justin Paulsen, San Juan County Council District #2, in attendance to administer the Oath of Office for Trey Holland.

Superintendent Chord stated that, because Commissioner Holland’s spouse is employed at Island Primary Care – Orcas, we have consulted with legal counsel regarding conflicts of interest.

Commissioner Holland will not be involved in Island Health negotiations. Refer to District Conflict of Interest policy.

**V. Consent Agenda**

**Motion to approve** the following consent agenda made by Commissioner Boteler; seconded by Commissioner Sanders. Motion approved 4 – 0.

- a. Regular Board Meeting Minutes – 05/28/2025
- b. Special Board Meeting Minutes – 05/28/2025
- c. AP Voucher Report – 06/03/2025 - \$38,842.99
- d. AP Voucher Report – 06/17/2025 - \$12,480.88

## **VI. Facilities Planning Presentation**

Superintendent Chord introduced the District's facilities planning process. The District has contracted with Scott Walters. There has been some community input and Mr. Walters will be engaging Island Health for feedback. Mr. Walters presented the data he has collected. Mr. Walters will present his recommendations at the July 23<sup>rd</sup> Regular Board Meeting, and finalize recommendations in August. President Salierno requested that he include his high level perspective on housing.

## **VII. Superintendent Report**

Superintendent Chord provided an update on the balance sheet where we created suspense accounts for investment funds before they are transferred into our cash account. He also provided updates on the Building, Finance and Clinic Operations committees. President Salierno requested that Commissioner Boteler be involved with the Island Health contract meetings.

## **VIII. Old Business**

### **a. Procurement Policy**

Superintendent Chord received a draft review of the Procurement Policy from our legal council but there were a number of questions to follow-up on. To be discussed at July Board Meeting.

### **b. OIHCD Bylaws review**

District Bylaws will be sent out for review at the July 23<sup>rd</sup> Regular Board Meeting.

## **IX. New Business**

### **a. Auditing Officers**

**Motion to appoint** Commissioner Holland as primary Auditing Officer and Mark Salierno as secondary Auditing Officer made by Commissioner Boteler; seconded by Commissioner Sanders. Motion approved 4 – 0.

### **b. Commissioner Committee Assignments**

Commissioner Holland will fill the vacancies on the Building, Quality, Medical Directors and EMS/After-hours Committees.

## **X. Executive Session**

According to RCW 42.30.110 the board convened for an executive session to discuss performance of a public employee. Time was estimated to be 15 minutes. The Board entered executive session at 6:44 p.m., at 6:59 p.m. the executive session was extended by 5 minutes, and concluded at 7:04 p.m.

## **XI. Old Business**

### **a. Personnel Policy**

#### **i. Benefits and wage comparisons**

No discussion or action was taken.

## **XII. Public Comment**

No public comment.

**XIII. Adjourn**

Motion to adjourn the June 25<sup>th</sup> Regular Board Meeting made by Commissioner Boteler; seconded by Commissioner Sanders. Motion approved 4 - 0. Regular Board Meeting adjourned at 7:06 p.m.

**Minutes approved this 23<sup>rd</sup> day of July, 2025.**

*Chelsie Guilford*

Chelsie Guilford (Sep 15, 2025 15:20:39 PDT)

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**Attest: Chelsie Guilford, OIHCD Board Secretary**