

## Minutes

Point Roberts Public Hospital District

July 5, 2017

### **Call to Order:**

The meeting was called to order at 7:02 p.m. by Dick Williams, Commissioner

### **Attending:**

Commissioners: Dick Williams, Robin Nault (via telephone), Kandace Harper  
Superintendent: Elaine Komusi  
Financial Auditor: Jackie Gibilterra  
Recording Secretary: Reneé Coe  
Absent:

### **Introduction of Guests:**

Shannon Tomsen, Fire District Commissioner (attending as private citizen),  
Vic Riley, Pat Grubb (APB)

### **Approval of Prior Minutes:**

Approval of minutes from previous PR PHD Regular Meeting (June 8, 2016)

Motion: To approve all minutes as presented. Motion carried.

### **Business:**

#### ***Financial Report***

Jackie Gibilterra presented the financial report. Current month payables \$15,228.95. Payroll is \$2,272.

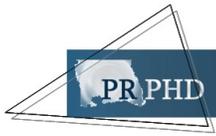
Motion: To approve warrants and payroll for prior months' expenditures as presented. Motion carried.

#### ***Public Comment: Guests Shannon Tomsen, Vic Riley***

Fire District Commissioner Tomsen read from her prepared statement. She stated for the record that she is acting as a private citizen. She mentioned that the newspaper had not included the Hospital District's meeting notice in the last two editions of the All Point Bulletin.

She went on to discuss the fire department and HD sign issue and questioned the cost of the sign being approved by the HD board for \$6,700 when revenues in 2016 were down.

Ms. Tomsen gave the group a handout that contained emails (from Shanon Hardie COO UCNW, Des Skubi, CEO UCNW and Elaine) that she compiled from her public records request. The emails discuss the cost of the sign, branding by Unity Care NW and budget discussions. She said that Unity Care has two clinics and not 3 since the Point Roberts facility is funded by taxpayers.



Ms. Tomsen also stated that the only time she has discussed the HD as a fire district commissioner was at the town hall meeting on April 24<sup>th</sup>. Elaine disagreed and said she would review the fire district meeting videos and document.

Elaine asked both guests individually; what their intentions or goals were with the Hospital District. Elaine went on to state that as proven by the Quality Measures and Survey Feedback, the Clinic is successful. We have an outstanding, qualified and engaged Clinic Staff, the HD has great commissioners who have made tough decisions over the years and who have worked to establish a wonderful working relationship with the provider and vendor. Unity Care is committed to the Clinic and the community and while there is always room for improvement, the Hospital District has done an excellent job meeting the needs of the community.

Shannon asked if it is the HD policy to not let people speak at the meetings? Elaine responded by stating that members of the public can absolutely speak during the 5-minute guest comment period at the beginning of the meeting and that the HD does not have to answer questions or address issues from the public during the comment period or at the meeting.

Vic Riley said he was attending his third meeting to be more informed. He stated his concern about seeking competition for the Clinic operator and his suggestions to research additional vendors who may be interested in running the clinic. He wants the best deal with the best vendor.

Elaine said she had sent out approx. 15 RFP's a few years ago (which included a lot of follow-up) but only Peace Health responded and declined after visiting the site. She also stated again that the board had also looked into running the clinic alone but it was not economically feasible at the time. Both Vic and Shannon said that in their opinion, they feel to be fiscally responsible it is necessary to send out the RFP's annually. Elaine will include on the agenda for the next meeting.

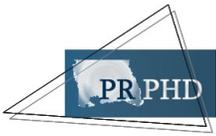
Superintendent  
Report:

### ***Air Conditioner***

Elaine asked the group to consider the purchase of an air conditioner for the Clinic. She said that since the clinic staff is barred from opening the back door for airflow and the patient rooms do not have air conditioning, it can get quite hot inside during the summer months. Commissioner Williams asked about the buildings ducts for air conditioning. Elaine will discuss with the provider and include options and costs for the next meeting.

### ***Legal Fees***

Elaine has asked the HD attorney to draft a public records request policy. Point Roberts is unique in that the district does not have a central office where



members of the public could review records. Elaine will be following up with the law firm before the next meeting.

**Dental Bus**

Elaine discussed and sought approval from the Commissioners to bring the dental van to the Clinic twice a year. These costs include \$2,400 for the bus, \$7,000 for staff less generated revenue for an approx. total of \$5,500. Unity Care has agreed to fund half of the cost. The dental van was used successfully at both the 2015/2016 fire department open houses. Members of the community benefited greatly from the services provided. The Commissioners agreed that we should pursue this. Elaine will follow up with Shanon Hardie.

**Reminder Open House**

Fire Department Open House is Sat. August 26 from 11 – 3. Elaine has reached out to Chief Carleton to confirm the Clinic/District attendance and will follow up with Natalie. Elaine would like the HD to have a presence. She does not believe Unity Care will be involved this year. To be finalized at the next meeting.

Other:

Change in the August meeting date from August 2 to August 9.

**Next Step**

- Add to next Agenda: Frequency of RFP
- Draft public records request policy
- Air conditioner options
- Dental van
- Fire Department Open House

Next meeting:

Regular Meeting: Wednesday August 9, 2017

Adjournment:

Meeting was adjourned at 8:46 p.m.

Signatures:

Respectfully submitted by: Reneé Coe

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Dick Williams

\_\_\_\_\_  
Robin Nault

\_\_\_\_\_  
Kandace Harper

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Reneé Coe