

Minutes

Point Roberts Public Hospital District

May 2, 2018

Call to Order:

The meeting was called to order at 7:00 p.m. by Dick Williams, Commissioner

Attending:

Commissioners: Dick Williams, Kandace Harper
Superintendent: Elaine Komusi
Financial Auditor: Jackie Gibilterra
Recording Secretary: Reneé Coe
Absent:

**Introduction of
Guests:**

Barbara Wayland, Stephen Falk, Pat Harper, Pat Grubb APB, Vic Riley, Bill Meursing, Robin Nault, Cheryl Braffet, Bev Richmond

**Approval of Prior
Minutes:**

Approval of minutes from previous PR PHD Regular Meeting (Apr. 4, 2018) and Special Meeting (Apr. 28, 2018)

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

Business:

The Superintendent reminded the public of the Guest Sign-in policy for the PRPHD. She stated that the Open Public Meetings Act does not guarantee the right of the public to participate at a council meeting; it only guarantees that they can attend. Any member of the public can attend the PRPHD meetings without signing in. However, for those who wish to use the 5 minutes allotted to guests to provide any comments or make a statement, they must sign in and provide the nature of their statement or topic. As time permits in the agenda, guests will be allowed 5 minutes before we start on scheduled business topics.

She also stated that the Commissioners and Superintendent will no longer respond to questions presented in the same meeting. Questions generally require research before being responded to. The public in attendance was also encouraged to email topics they wish to be addressed in a future district meeting. When possible, those topics will be addressed. It is the District's intention to be transparent, but not at the risk of slowing business. The board will not revisit topics that have previously been discussed and actioned in previous meetings.

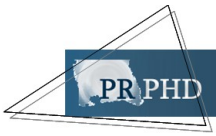
Financial Report

Jackie Gibilterra presented the financial report. Current month payables \$16,739.54. Payroll is \$3,120.

Note the following items:

Bills presented for approval as follows:

Bills paid after the April 4th meeting:



05/01/18 – UCNW – Contract - \$14,666.67
04/30/18 – Jackie Gibilterra – Professional Services - \$392
04/27/18 – Point Roberts Press – Advertising - \$50
05/01/18 – Whidbey Telephone – Telephone - \$33.37
05/01/18 – Whatcom County Fire District – Utility - \$180.63
04/27/18 – Bellingham Business Machine – Office Expense - \$43.77
04/11/18 - Foster Pepper - Legal Professional Services - \$1,140
04/25/18 - Renee Coe - Reimbursement Domain Registry - \$8.86
04/16/18 - Jackie Gibilterra - Reimbursement Norton Antivirus - \$54.24
04/04/18 - Whatcom County AS Finance 1st Quarter payroll - \$170

Payroll as follows:

Renee Coe – Secretary - \$588.80
Heather Dixon – Cleaner - \$1,008.00
Elaine Komusi – Superintendent - \$1,067.20
Kandace Harper – Commissioner - \$228
Dick Williams – Commissioner - \$228

Superintendent
Report:

Superintendent Report - Summary of Special Meeting held April 28th

Elaine announced that Barbara Wayland was appointed Superintendent at the Special Meeting. Barb brings a background as a nursing director and administrator and home health agency supervisor to her new position as HD Superintendent.

Presentation on Resolution 2018-01 Approval of Superintendent

Motion: To approve the appointment to the position of Superintendent, Barbara Wayland. Date of employment is May 1, 2018 Motion carried.

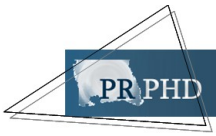
The group discussed and approved the purchase of a new laptop to be used by the new Superintendent for district business. Cost not to exceed \$2,000.

Motion: To approve the purchase of a laptop for Superintendent, Barbara Wayland and not to exceed \$2,000 Motion carried.

Elaine confirmed the June meeting date of the 14th for Unity Care COO, Shanon Hardie's quarterly visit. The secretary will notify the APB and request the date for the community center.

Commissioner Candidates - Presentation & Interviews

Stephen Falk and Vic Riley were interested in the open Commissioner position. Elaine provided the board with an interview template of questions which included the following points. Both candidates had 10 minutes each to answer



the questions. Motivation, Experience, Retention/Commitment, Compliance Job - Biggest obstacles and Job - Accomplish as a commissioner

Both candidates answered the Commissioners questions in the allotted timeframe.

Executive Session - Review of candidate qualifications for Board Commissioner Vacancy

The board announced that they would go into Executive Session at 7:30 p.m. and would come out of executive session at 7:50 p.m. At 7:50 p.m. Elaine announced that the board would need another 10 minutes and the Open Public Meeting would reconvene at 8:00 p.m. The public meeting reconvened at 8:00 p.m. Commissioner Harper cast her vote for Stephen Falk. Commissioner Williams cast his vote for Stephen Falk.

Elaine thanked both candidates and agreed with Commissioner Williams comment by saying the deciding factor was the damaged trust from Vic Riley's involvement in his publication that is in opposition with the HD organization and through that involvement he has damaged the trust of the community, the commissioners, the community and the clinic staff.

Presentation on Resolution 2018-02 Approval of Point Roberts Public Hospital District Commissioner Position 1

Motion: To approve the appointment of Stephen Falk to Point Roberts Public Hospital District Commissioner Position 1 effective May 2, 2018 Motion carried

Other: New Commissioner Stephen Falk completed the Certificate of Appointment signed by the Commissioners. He will complete the Oath of Office and return it to the secretary for mailing to the County.

Next Steps

- Elaine will work with new hire Barbara Wayland
- Elaine will work with new hire Stephen Falk to review the budget

Next Meeting: Regular Meeting: Thursday June 14, 2018

Meeting was adjourned at 8:06 p.m.

Adjournment:

Respectfully submitted by: Reneé Coe

Signatures:

Dick Williams

Kandace Harper

Reneé Coe

