



health sciences & services authority of spokane county

**HSSA BOARD OF DIRECTORS  
Minutes of the October 7, 2009 Meeting  
665 N. Riverpoint Boulevard, Spokane, WA**

**Members Present:**

Roger Woodworth, Vice Chair; Patricia Butterfield, Grant Subcommittee Chair; Alethea McCann, Finance Chair; Dr. Jeff Collins; Kelsey Gray; Earl F. “Marty” Martin and Mari Thomas.

**Members Absent:**

Nancy Isserlis, Chair, and Wendy Schneider.

**Staff Present:**

Susan Ashe, Consultant/Interim Director.

**Providing Legal Counsel:**

James Emacio

**Guests:**

John Driscoll, Project Access; Dr. Sam Selinger; David Condon, U.S. Rep. Cathy McMorris Rodgers; Amy Johnson, GSI; John Lederer, HEC Board by phone, and several others affiliated with Project Access.

1) Call to Order

Roger Woodworth called the meeting to order shortly after 3 PM.

2) Approval of Minutes

Kelsey Gray moved to approve the minutes of the September 2, 2009, Board meeting, and the motion was seconded by Dr. Patricia Butterfield. The motion was unanimously passed.

3) Board Action

There was no board action to report.

4) Chair’s Report

The Vice Chair informed the Board that the Chair had signed warrant numbers 1022-1025 dated October 5, 2009, totaling \$8,460.31.

Mr. Woodworth reported that three Board members’ terms expire at the end of November: Wendy Schneider, Mari Thomas and Roger Woodworth. Ms. Ashe was asked to send a letter notifying the Governor, the County Commissioners and the Mayor of Spokane about the upcoming Board vacancies and ask them to promptly make appointments.

Mr. Woodworth reported that the Executive Director is on contract that expires at the end of November, and the Board should begin to think about its long-term staffing needs. He said that Ms. Ashe had been asked to make observations about the position during her report later in the agenda.

5) Consultant/Interim Director Report

Ms. Ashe reported that with respect to the HSSA/ISM contract negotiations she had met with Dr. Anthony Bonanzino and Bill Isgrigg, CEO and COO respectively. They completed review of the contract with some changes, and were working on milestones and performance measures. There is good progress, but the effort is not complete. Once a draft contract has been completed, it will be provided to the Grant Subcommittee for its review and to the full Board.

Ms. Ashe introduced the subject of the supplement to the August report to the HEC Board, and John Lederer, representing HEC, made comments to the Board about its need for an enterprise accountability structure including strategic goals and performance measures from HSSA in order for HEC to meet its obligation to report to the Legislature. It is a work in progress and he will continue to work with HSSA staff to complete a draft by mid-October, prior to a final document by the end of the month.

Ms. Ashe made observations for the Board's consideration about the Executive Director's position and duties. She said that the position continues to be part-time and serves as the executive staff to the Board of Directors. It requires skills such as problem-solving, an ability to lead and move forward initiatives to successful completion, the ability to self-manage, assumes excellent communication skills, and has good relations with community leaders and elected officials and their staffs.

6) Board Committee Reports

a) **Finance Committee**

Alethea McCann, Finance Committee Chair, reported to the Board that the HSSA's finances were in order, and we are within our 10% administrative budget. There was a technical difficulty with reformatting the August P&L Budget v. Actual report, the Balance Sheet as of August 31, 2009, and the January – August 2009 P&L Statement. These documents will be e-mailed to the Board.

At this point, the Board chair asked that Item 9A from the Board Agenda, a presentation by Spokane County CEO Marshall Farnell and Roy Koegen, Koegen Edwards LLP and the County's bond attorney, be moved forward at this point of the meeting.

Mr. Koegen reported that the original plan was for the County in 2009 to issue a bond on behalf of the HSSA with the payment guaranteed by the HSSA's sales tax revenue. For a variety of reasons explained by Mr. Farnell, the County is not going to do that until mid-2010.

In order to protect the HSSA's revenues given the state of the State's economy, the County and Mr. Koegen will look at two possible approaches for HSSA's and the County's consideration:

- 1) Could the HSSA borrow directly from the County's Investment Pool (if HSSA was recognized by the County Treasurer), with payment guaranteed by the HSSA's sales tax revenues, or
- 2) Could the County sell a note to the County's Investment Pool and loan the proceeds to HSSA, with payment guaranteed by the HSSA's sales tax revenues.

In either case, the County will find the answers to these questions, work out the details, and work with Ms. Ashe and the HSSA Finance Committee during this process. Mr. Farnell suggested this work be concluded by the end of the year.

**b) Grant Subcommittee**

Dr. Patricia Butterfield reported that contract negotiations with ISM on RFP#1 – Infrastructure Capacity are ongoing and the Board will have an opportunity to review the contract and milestones/deliverables before the Board Chair signs.

On RFP #2 – Increase Access to Health Services for Uninsured in Spokane County, Dr. Butterfield reported that the Grant Subcommittee met to review and score three proposals. The Subcommittee recommended Project Access for funding. Grant Subcommittee members had a few questions about the Project Access proposal and John Driscoll was invited to today's Board meeting to present and answer questions from the Board. Assuming the presentation and discussion resolves any questions, then the Board will take action to select Project Access to receive funding from RFP #2 and move on to the contract negotiations phase.

She also reported that the Grant Subcommittee was suggesting the Board consider creating two new grants, one for a Bioscience Research Grant and a second Health Service Delivery Challenge Grant. This proposal to create RFP's 3 and 4 will be moved to next month's agenda as a high priority. The Vice Chair asked that Board members to review the draft RFPs that they received by e-mail, and to particularly pay attention to the core purpose as it ties to HSSA's strategic initiatives and the eligibility requirements, which have been amended. Board members should send by e-mail their suggestions to Dr. Butterfield before the next meeting, with a copy to Ms. Ashe.

7) Project Access RFP #2 Proposal Presentation/Q&A

John Driscoll, Chief Executive Officer, Project Access, provided the Board an overview of Project Access and its operations, as well as answered questions.

8) Board Action

There were questions from Board members around defining innovations related to Project Access such as the overall system created by Project Access that brings the charity of doctors, hospitals and others working together to provide much needed services to underserved people in Spokane County. The Board requested that contract terms and funding allocation leverage the innovative features of Project Access. Project Access also will be asked to clarify its sustainability plan in contract language such that HSSA funding leverages extramural funding. After discussion, there was public comment by David Condon, Chief of Staff, U.S. Rep. Cathy McMorris Rodgers' and Amy Johnson, Vice President, Greater Spokane Incorporated, who both supported the HSSA awarding the grant to Project Access. There being no other comments, Dr. Patricia Butterfield moved to accept the Project Access proposal to receive funding from the HSSA in response to RFP#2 and to move to the contract negotiations phase. Mari Thomas seconded the motions, which was unanimously approved.

9) Counsel Report. There was no official report of Counsel.

10) The meeting was adjourned at 5 p.m.

11) **The next meeting of the HSSA Board will be Wed., November 4, 2009, at Sirti, 4<sup>th</sup> Floor Board Room, 665 N. Riverpoint.**