PUBLIC HOSPITAL DISTRICT NO. 2 OF SNOHOMISH COUNTY, WASHINGTON VERDANT HEALTH COMMISSION

BOARD OF COMMISSIONERS

Regular Meeting VHC Board Room November 19, 2014

Commissioners

Present

Bob Knowles, President

Deana Knutsen, Commissioner Fred Langer, Commissioner

Karianna Wilson, Commissioner (via telephone)

Commissioners

Excused

J. Bruce Williams, M.D., Commissioner

Others Present Carl Zapora, Superintendent

George Kosovich, Program Director

Lisa King, Finance Director

Jennifer Piplic, Marketing Director

Sue Waldin, Community Wellness Program Manager

Karen Goto, Executive Assistant Members of the community

Guests Beth Rodriguez, Interim Marketing Director

Call to Order The Regular Meeting of the Board of Commissioners of

Public Hospital District No. 2, Snohomish County, was called

to order at 8:02 a.m. by President Knowles.

Approval of

Minutes

Motion was made, seconded and passed unanimously to

approve the minutes of the regular meeting on

October 22, 2014.

Motion was made, seconded and passed unanimously to approve the minutes of the special board meeting on

November 7 to 8, 2014.

Executive Committee

President Knowles reported that the Executive Committee

met on November 17, 2014 to review and approve the

November 19, 2014 board meeting agenda. No action was

taken.

Board Finance Committee The committee met on November 17, 2014. Ms. King

reviewed the financial statements and cash activity for

October 2014 (E:65:14).

Commissioners Meeting November 19, 2014 Page 2

Authorization for Payment of Vouchers & Payroll

Program Oversight Committee Update Warrant Numbers 10853 through 10896 for October 2014 for payment in the amount of \$416,573.79 were presented for approval (E:66:14). *Motion was made, seconded and passed unanimously to approve.*

The Program Oversight Committee met on October 13, 2014 to review twelve program requests received under Verdant's behavioral health request for proposals. The Program Committee invited five finalists for a follow-up discussion on November 17, 2014. The committee is recommending two large and one smaller program for funding. Six programs, all previously funded by Verdant were up for review from the regular grant programs. (E:67:14).

No conflicts of interest were reported by any of the commissioners.

New Funding Applications:

Motion was made, seconded and passed unanimously to approve the Community Health Center of Snohomish County program to link CHC patients to mental health assessments, support and brief interventions in the amount of \$300,000 per year for two years and the Therapeutic Health Services program focused on reducing the impact of substance abuse and mental health disorders for youth in the amount of \$200,000 per year for two years. The approval was contingent on the Program Committee

The approval was contingent on the Program Committee obtaining follow-up questions about measurement and insurance reimbursement.

Motion was made, seconded and passed unanimously to empower the Program Committee to pursue obtaining additional information on how the services fit in with coverage through insurance plans/Medicaid and clarifying which services would be paid by the Verdant grant vs. those that are reimbursable.

Regular grant programs recommended for funding: Motion was made, seconded and passed unanimously to approve

1. Snohomish Health Leadership Coalition request for phase II and phase III of the Youth Activity Initiative and Palliative Care Initiative - \$50,000 per year for two years

Commissioners Meeting November 19, 2014 Page 3

- 2. City of Lynnwood Move 60 Teens renewal request for afterschool activity program for middle school students \$73,729 per year for three years
- 3. Camp Fire renewal request for its Healthy Initiative \$50,000 for one more year
- 4. Alzheimer's Association renewal request for the direct services programs \$86,510 per year for two years
- 5. Program for Early Parent Support (PEPS) renewal request for home-based newborn and toddler support groups \$35,850 per year for two years
- 6. Open Door Theatre trainings to school staff and youth to recognize signs of abuse \$8,000 on a one-time basis.

Not recommended for funding:

Parent Trust request of \$25,000 per year for Great Starts parenting classes and Family Help Line programs that provide parenting education and support. The program has funding support from other sources and Verdant funds would not be vital in maintaining either the help line or the parenting classes.

Marketing Report

Ms. Piplic presented the report (E:68:14) which mentioned that the fall/winter issue of The Canopy began arriving in homes this past week. Ms. Piplic also noted the two upcoming events for the Verdant Community Wellness Center: Ribbon Cutting tentatively set for January 14, 2015, 3 p.m. to 5 p.m. and Community Open House on January 24, 2015, 10 a.m. to 2 p.m.

Commissioner Comments

President Knowles commented that this board meeting is the last being held at 3815 196th St. SW. Future board meetings will be held in the Verdant Community Wellness Center.

Superintendent's Report

Superintendent Zapora reported that David Jaffe of Swedish/Edmonds has announced his retirement effective December 31, 2014 after 3 ½ years as the Chief Executive Officer.

Public Comments

Ms. Rowena Miller of the League of Women Voters Snohomish County thanked the board for speaking loudly at the meetings and commented on the impressive list of funded programs in The Canopy newsletter. Commissioners Meeting November 19, 2014 Page 4

Executive Session

President Knowles recessed the regular meeting at 8:22 a.m. into Executive Session to consider the legal risks of a

proposed action of the district.

President Knowles stated that the board would reconvene at in 20 minutes and no action would be taken in Executive

Session.

Open Session President Knowles adjourned the Executive Session at 8:42

a.m. into Open Session.

Adjourn There being no further business to discuss, the meeting was

adjourned at 8:42 a.m.

ATTEST BY:

President,

Secretary

Public Hospital District #2

Purpose		Accounting Consulting	Accounting Consulting Marketing Consulting	Space for 9/22 Partner Mooting	TSupport	legal for 501c3	iege i	Downnayment for Eurniture	Property Management at KC	VCWC Construction	Employee Contributions	Support	Janitorial	Inspection	3Q14 Leasehold Excise Tax	I.K attend Attorney General Innobeon presentation	K GK JP SW Sept Imphese	Simplies	4014 Diles	Website Maintenance	FSA Administration	CRM Implementation Project	Marketing - Branded folders	Legal Notices	Superintendent Discretionary - 2014 Swedish Edmonds Gala	Annual Trust Fee for Jon Smiley	Professional Liability Administration 6 month extension	Self Insurance Excess-Deficiency Report	Rent	IT Support	3Q14 Self Insurance Fund	EE Medical & Dental	EE Life Insurance	Misc Credit Card	Misc Credit Card	Internet	VCWC Landscaping	Downpayment for Wifi equipment at VCWC	Water Sewer Storm	Legal Notices	Sue Waldin Business Cards	CRM Implementation Project
Amount		475.44	307.68	784.70	3,512.68	195.00	1,042.50	48,947.00	4,740.44	241,286.32	563.10	164.24	75.00	375.50	21,010.61	14.73	80.00	52.86	412.50	94.00	23.00	468.75	911.60	89.60	50,000.00	2,500.00	1,000.00	3,348.83	3,045.00	1,162.00	407.09	3,782.54	904.69	1,686.93	587.80	359.01	217.91	12,044.94	548.85	42.00	75.99	2,437.50
Рауее		Ash Consulting	Beth Rodriguez, LLC	Lynnwood Convention Center	Ace Internet Services, Inc.	Anderson Hunter Law Firm, P.S.	Foster Pepper	Facilitec	Healthcare Realty	MJ Takisaki, inc.	UNITED WAY	Ace internet Services, Inc.	Lynnwood PFD	Mayes Testing Engineers, Inc	WA Department of Revenue	KCMCA	Edmonds Chamber of Commerce	Staples	Archbright	Aukema & Associates	Benefit Solutions Inc	Fine Solutions	Pacific Art Press Inc	Sound Publishing, Inc.	Swedish Medical Center Foundation	Bank of America - Trust	Sedgwick CMS	Department of Labor and Industries	Lynnwood PFD	Ace Internet Services, Inc.	Department of Labor and Industries	Premera Blue Cross	Principal Financial Group	Wells Fargo	Wells Fargo	Comcast	Consolidated Landscape Maintenance, Inc.	Dataworks	City of Lynnwood - Utilities	Sound Publishing, Inc.	Evergreen Print Solutions	Fine Solutions
Transaction Date		10/08/2014	10/08/2014	10/08/2014	10/08/2014	10/08/2014	10/08/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/22/2014	10/22/2014	10/22/2014	10/22/2014	10/22/2014	10/22/2014	10/22/2014	10/22/2014	10/22/2014	10/22/2014	10/29/2014	10/29/2014	10/29/2014	10/29/2014	10/29/2014	10/29/2014	10/29/2014	10/29/2014	10/29/2014	10/29/2014	10/29/2014	10/29/2014	10/29/2014
Warrant Number	Warrant Activity:	10853	10854	10855	10856	10857	10858	10860	10861	10862	10863	10864	10865	10866	10867	10859	10868	10869	10870	10871	10872	10873	10874	10875	10876	10877	10878	10879	10880	10881	10882	10883	10884	10885	10886	1088/	10888	10889	10890	10891	10892	10893

Purpose	Board Retreat VCWC Electrical Permit for Elevator VCWC Construction Power Permit			ACH payroll transfer	Fee for payroll processing	Payroll taxes for 9/27/14 pay period ending	Payfoll 4U1(a)/45 / Deposit ACH navroll transfer	Fee for payroll processing	Payroll taxes for 10/11/14 pay period ending	Payroll 401(a)/457 Deposit	ACH payroll transfer	Fee for payroll processing	Payroll taxes for 10/25/14 pay period ending	Payroll 401(a)/457 Deposit	Bank Service Fee	balik selvice ree Program Payment	Program Payment	Program Payment	Program Payment	Program Payment	Program Payment	Program Payment	Program Payment	Program Payment	Program Payment	Program Payment	Program Payment	Program Payment Program Dayment	Program Payment	Program Payment	Program Payment	Program Payment	Program Payment	Program Payment	Program Payment	Program Payment	Program Payment	Program Payment	Program Payment Program Payment
Amount	4,096.88 123.58 3,074.00	416,573.79		17,571.53	86.84	5,911.23	16.716.01	105.18	5,685.59	2,544.18	17,693.60	86.84	5,986.28	2,544.18	303.52	4.166.67	4.166.67	4,750.00	13,523.67	22,660.00	15,477.25	10,416.66	1,621.08	10,990.58	4,396.33	66,892.84	00.000,	4,000.00	3,333,33	6,666.67	12,916.67	9,166.67	57,936.67	5,416.67	12,035.50	11,250.00	4,165.65	2,500.00	25,666.67 9,166.67
Payee	Tulalip Resort Casino Guardian Security Systems Snohomish County PUD	Total Warrants		Payroll	Paychex	Department of Treasury Valic	Payroll	Paychex	Department of Treasury	Valic	Payroil	raychex	Department of Treasury Valic	Wells Fareo	Bank of America - Fees	American Diabetes Association	CampFire	Cascade Bicycle Club Education Foundation	Center for Human Services	ChildStrive	City of Lynnwood	Community Health Center of Snohomish Co	Domestic Violence Services Snohomish Co	Eamonds Community College	Edmonds Community College Foundation	Editiotids school District No. 13 Kindering	Medical Teams International	Prescription Drug Assistance Foundation	Program for Early Parent Support	Project Access Northwest	Providence Hospice & Home Care Foundation	Puget Sound Christian Clinic	Senior Services of Snohomish County	Smithwright Services	Shohomish County Fire District 1	Wonderland Development Center	YWCA of Seattle, King and Snohomish Co	Allieticali Red Cross Bove 8. Girls Club of Snahomish County	boys & ons Clab or stonomissi County Edmonds Senior Center
Transaction Date	10/29/2014 10/29/2014 10/29/2014		·\	10/3/2014	10/3/2014	10/3/2014	10/17/2014	10/17/2014	10/17/2014	10/17/2014	10/31/2014	10/21/2014	10/31/2014	10/10/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014	10/15/2014
Warrant	10894 10895 10896		Wire/ACH Activity:																																				

Purpose	92 FSA Payments 92 FSA Payments 00 FSA Payments 78 3Q14 L&I - State Fund 33 B&O tax 66	7 Administered by Healthcare Realty	4 Administered by Eberle Vivian	9	Purpose	Kruger Clinic monthly lease Monthly lease Kruger Clinic monthly lease Monthly lease Kruger Clinic monthly lease Itickets to S/E Gala Copies Levy Monthly ground lease Betund for Election Rebate for supplies Interest Income
Amount	76.92 76.92 10.00 363.78 761.33 414,725.56	33,540.57	1,509.74	\$ 866,349.66	Amount	18,467.30 675,305.35 40,255.58 24,428.45 28,352.10 18,571.06 3,354.10 350.00 119.85 35,435.96 4,166.67 2,239.56 8.00 39.30 0.45
Payee	Benefit Solutions Inc. Benefit Solutions Inc. Benefit Solutions Inc. Department of Labor and Industries WA Department of Revenue Total Wires/ACH Transactions	Various Claimants/Vendors	ivity: Various Claimants/Vendors	Total Disbursements	Payer	Swedish Edmonds Children's Clinic Swedish/Edmonds Swedish/Edmonds Value Village Puget Sound Gastro Brian Tagaki, MD John Headley MD PS Raymond Liu, D.D.S. Carl Zapora PFD - Copies Snohomish County Healthcare Realty Services, Inc. Snohomish County Auditors Office Staples Wells Fargo Comerica
Transaction Date	10/9/2014 10/21/2014 10/27/2014 10/20/2014	ivity: Oct 2014	Workers Compensation Claims Activity: 305177-179 Oct 2014 Va		Transaction Date	10/1/2014 10/1/2014 10/1/2014 10/1/2014 10/1/2014 10/1/2014 10/1/2014 10/1/2014 10/9/2014 10/9/2014 10/27/2014 10/27/2014 10/31/2014
Warrant		Kruger Clinic Activity: 145-172	Workers Compen 305177-179		Deposits:	

Public Hospital District #2, Snohomish County Balance Sheet

As of October 31, 2014

		A	В	С	D
		Dec 31, 2013	Oct 31, 2014	\$ Change	Comments:
1	ASSETS				
2	Current Assets				
3	Cash Balance	2,579,704	4,589,004	2,009,300	
4	Other Current Assets	30,029,953	30,897,333	867,380	Includes Investments
5	Total Current Assets	32,609,657	35,486,337	2,876,680	
6	Total Long-term & Fixed Assets	45,756,307	45,355,373	(400,934)	Depreciation
7	TOTAL ASSETS	78,365,964	80,841,710	2,475,747	
8	LIABILITIES & EQUITY				
9	Liabilities				
10	Current Liabilities	2,039,484	1,486,345	(553,138)	
11	Long-term Liabilities	5,689,038	5,637,346	(51,691)	2012 LTGO Bonds
12	Total Liabilities	7,728,521	7,123,691	(604,830)	
13	Total Equity	70,637,443	73,718,019	3,080,577	Annual Net Income
14	TOTAL LIABILITIES & EQUITY	78,365,964	80,841,710	2,475,747	

Profit & Loss October 2014

		A	8	С	Ð	E	F
		Oct Actual	Oct Budget	Fav/(Unfav)	YTD Actual	YTD Budget	Fav/(Unfav)
1	INCOME				**************************************		
2	Ordinary Income	811,548	811,261	287	7,930,973	7,926,816	4,157
3	EXPENSES						
4	Operating Expenses	174,118	140,942	(33,175)	1,415,060	1,563,856	148,795
5	Depreciation Expense	261,277	267,317	6,040	2,885,260	2,890,965	5,705
6	Program Expenses	389,754	562,500	172,747	3,627,249	5,625,000	1,997,751
7	Total Expenses	825,148	970,760	145,611	7,927,570	10,079,821	2,152,252
8	OTHER INCOME/(EXPENSE)						
9	Total Other Income/(Expense)	360,098	221,481	138,617	3,077,173	2,213,056	864,117
10	NET INCOME	346,497	61,983	284,514	3,080,577	60,051	3,020,526

Monthly Highlights October 2014

Verdant received dividends payments of \$28,879 and an unrealized gain of \$115,088 on our investment portfolio in October for an ending market value of \$29,798,116.

Annual program commitments total \$5,558,648 and \$4,814,296 for 2014 and 2015, respectively. \$1,191,352 remains available to spend in 2014, of which \$177,513 is earmarked as Superintendent Discretionary.

Additional income of \$107,922 and expenses of \$42,495 from the Kruger Clinic were incurred, netting to an additional operating income of \$65,427 in October.

F:60:14 11.19.2014

VERDANT HEALTH COMMISSION PUBLIC HOSPITAL DISTRICT #2 SNOHOMISH COUNTY, WASHINGTON

WARRANT APPROVAL

We, the undersigned Board of Commissioners of Public Hospital District #2 of Snohomish County, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that Warrant Numbers 10853 through 10896 have been issued for payment in the amount of \$416,573.79. These warrants are hereby approved.

Attest: Lisa M. King	J.	Commiss Commiss Commiss Fruit Jange Commiss Commiss Commiss	ioner ioner ioner ioner
Warrants Processed:	10-1-14 — 10-31-14		\$416,573.79
Work Comp Claims Pd:	10-1-14 — 10-31-14		1,509.74
Kruger Clinic Processed:	10-1-14 10-31-14		35,540.57
Payroll:	9-14-14 — 9-27-14 9-28-14 — 10-11-14 10-12-14 — 10-25-14	17,571.53 16,716.01 <u>17,693.60</u>	51,981.14
Electronic Payments:	Payroll Taxes Paychex Valic Retirement Benefit Solutions Bank Fees WA State Dept Revenue Dept of L&I Program Expenditures	17,583.10 279.86 7,658.54 163.84 983.37 761.33 363.78 334,950.60	<u>362,744.42</u>

Grand Total

\$866,349.66

E:67:14

November 2014 Program Committee Summary

Program Summary

- Twelve program requests were received under Verdant's behavioral health request for proposals:
 - The program committee invited five finalists in for follow-up discussions;
 - The committee is recommending two large and one smaller program for funding.
- Six programs were up for review from Verdant's regular grant programs. Verdant has previously funded all of these programs.

Behavioral Health Request for Proposals

Applications Recommended for Funding

1.) Community Health Center of Snohomish County: a partnership between Community Health Center of Snohomish County (CHC) and two behavioral health providers - IPASS and the Center for Human Services. The concept is to link CHC patients to mental health assessments, support, and brief interventions. Programs would include Screening, Brief Intervention, and Referral to Treatment (SBIRT), motivational interviewing, brief therapy, infant mental health, and mental health first aid. Services would be provided out of CHC clinic space in Edmonds.

The committee is recommending funding the program at \$300,000 per year for two years (request \$341,000 per year).

2.) Therapeutic Health Services (THS): a program focused on reducing the impact of substance abuse and mental health disorders for youth. The project would place therapists in schools and juvenile probation, and support individualized assessment for early detection of these issues. The program would also provide in-school professional development, student education, family education and coaching.

The committee is recommending funding the program at \$200,000 per year for two years (request of \$250,000 per year).

Although the committee is recommending these two programs for funding, it would like to make the approval contingent on the two applicants providing some additional information on how the services fit in with coverage through insurance plans/Medicaid, and clarifying which services would be paid for by a Verdant grant vs. those that are reimbursable. The applicants provided some of this information during the Q&A session, but the committee members felt the issue needed further explanation.

3.) Open Door Theatre: trainings to school staff and youth to recognize signs of abuse. The committee is recommending funding the programs out of Verdant's one-time program grant category at \$8,000 on a one-time basis. The program would be expected to reach 6,000 young people through presentations at school assemblies and similar events.

Applications Not Recommended for Funding at this Time

#	Name	Project Description	Funding Request
1	ChildStrive - Preventing Adverse Childhood Experiences	Focus on families in pregnancy or parents of young children, link parents to support programs like Promoting First Relationships, Parents as Teachers	\$272,354 per year 3 years
2	Sea Mar Community Health Center - Positive Parenting Program for Latino Families with Adolescents	Support program for Latino families using parenting program	\$241,000 year 1 \$138,500 year 2 \$138,500 year 3
3	Guided Pathways - Support for Youth & Families	Parent peer support, teen and family events, wellness trainings	\$60,000 per year 1 year
4	Compass Health - Community Behavioral Health Educators	Train community members in Mental Health First Aid, other preventative concepts	\$236,450 per year for 3 years
5	Cocoon House - Project Safe	Support families and youth that are at-risk or homeless	\$25,000 per year 3 years
6	Thrive City	Support program for disenfranchised youth	\$218,229 per year for 3 years
7	Volunteers of America Western Washington - Care Crisis Chat	Online chat for individuals in distress	\$155,319 year 1 \$159,042 year 2 \$165,545 year 3
8	Cornerstone Medical Services - Everyday Smoking Prevention	Smoking cessation	\$30,000 per year 3 years
9	OMF Community Outreach (OMF Cares) - After the Hug Campaign & Ready to Serve Volunteer	Support for veterans to connect them up to resources, volunteer efforts	\$85,000 year 1 \$70,000 year 2 \$60,000 year 3

Regular Grant Programs Recommended for Funding

- 1.) Snohomish County Health Leadership Coalition a request for additional funding for phase II and phase III of two initiatives:
 - Youth Activity Initiative, which is aimed at improving 5th grade activity levels;
 - Palliative Care Initiative: a community-based, palliative care consumer and physician/ARNPeducation program.

The program committee is recommending partial funding of the request for \$50,000 per year for two years. Although the committee sees a connection between the Coalition's work and Verdant's mission, it thought the \$250,000 request for phase II/III was too large to support in full.

2.) City of Lynnwood – Move 60 Teens: a renewal request for an afterschool activity program for middle school students. The program offers after school nutrition and fitness activities and uses Fitnessgram as well as other measures. The program would expect to serve 210 students per year.

Because the program addresses a key program gap for middle-school students, the committee is recommending fully funding the request at \$73,729 per year for three years.

- 3.) Camp Fire: a renewal request for Camp Fire's "Healthy Initiative," which is designed to help children ages 5-18 in after school programs to make healthy choices. Through the program, children will learn and practice nutrition and physical activities. The program is expected to reach 2,000 children in Verdant's service area, and the program tracks improved commitment to health and decision making skills.
 - The program committee is recommending funding the program at \$50,000 for one more year. Although the self-reported measures are not ideal, the committee is interested in better understanding the program results for community members at non-traditional sites such as low-income housing complexes.
- 4.) Alzheimer's Association: a renewal request for the Alzheimer's Association's direct services programs, including one-on-one care consultations in the home; 24/7 Helpline access; monthly support group meetings for caregivers and those diagnosed with Alzheimer's and other dementias; early stage memory loss programs; and educational trainings, community forums, and regional conferences on a variety of topics and interests. The program exceeded its goals in the first year.
 - The committee is recommending partially funding the request at \$86,510 per year for two years, which is consistent with the current funding level.
- 5.) Program for Early Parent Support (PEPS): a renewal request for PEPS home-based newborn and toddler support groups. The program seeks to reduce the risk of abuse/neglect and social isolation, and offers developmental screening through the Ages & Stages Questionnaire (ASQ). Funds would be used to support a part-time outreach staff member in South Snohomish County, cover testing, and provide fee reduction/scholarships to program participants.

The program committee is recommending fully funding the request at \$35,850 per year for two years. This is approximately 90% of the current Verdant program funding level.

Not Recommended for Funding

6.) Parent Trust: a funding request (\$25,000 per year) for Great Starts parenting classes and Family Help Line Programs that provide parenting education and support. Trainings/Groups are offered in Lynnwood, Mountlake Terrace, and Edmonds, as well as Everett. The program would expect to serve 84 South Snohomish County families per year.

The program committee is not recommending funding the program at this time. It appears that the program has funding support from other sources and Verdant funds would not be vital in maintaining the help line or parenting classes.

E: 68:14

November 2014 Marketing Report

The Canopy

The fall/winter edition of The Canopy began arriving in homes last Saturday. This newsletter reaches 77,048 homes and businesses in the district. Dental access is a topic that interested a lot of people and fueled some conversations based off of this mailing.

Coming Events

- Ribbon cutting for Verdant Community Wellness Center, tentatively set for Wednesday, Jan. 14 from 3-5 p.m.
- **▼ Verdant Community Wellness Center Open House**, Saturday, January 24 from 10 a.m. − 2 p.m.