

VERDANT HEALTH COMMISSION  
PUBLIC HOSPITAL DISTRICT NO. 2 OF SNOHOMISH COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
Regular Meeting  
A G E N D A  
October 25, 2017  
Verdant Community Wellness Center  
8:00 a.m. to 9:45 a.m.

	<u>ACTION</u>	<u>TIME</u>	<u>PAGE</u>
A. Call to Order	---	8:00	---
B. Approval of the Minutes			
a) September 17, 2017 Board Meeting	Action	8:03	1-4
b) October 18, 2017 Special Board Meeting	Action	8:03	5-8
C. Executive Committee Report	Information	8:04	---
D. Superintendent's Report	Information	8:05	---
E. Finance Committee Report			
a) Review financial statements & cash activity	Information	8:10	9-15
b) Authorization for payment of vouchers and payroll	Action	8:12	16-17
c) Adopting Resolution 2017-03: 2018 Property Tax Levy	Action	8:14	18-21
d) Adopting Resolution 2017-04: 2018 Budget	Action	8:16	22-24
F. Program Committee Report & Recommendations			
a) Conflicts of interest	---	8:20	---
b) Program investment recommendations	Action	8:22	25-27
c) Program grant evaluation draft	Information	8:27	28
d) Insurance enrollment & palliative care discussion	Information	8:35	29-30
e) Program presentation from Homage Senior Services	Information	8:45	---
f) Verdant Community Wellness Center activities update	Information	9:05	31-32
G. Marketing Report	Information	9:10	33
H. Public Comments (please limit to three minutes per speaker)	---	9:15	---
I. Commissioner Comments	---	9:20	---
J. Executive Session	---	9:25	---
a) Consider the legal risks of a proposed action of the district			
b) Review and consider proposed property sale			
K. Adjournment	---	9:45	---

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

**BOARD OF COMMISSIONERS**

**Regular Meeting**

**Verdant Community Wellness Center**

October 25, 2017

**Commissioners  
Present**

Deana Knutsen, President  
Fred Langer, Commissioner  
Bob Knowles, Commissioner  
Karianna Wilson, Commissioner (8:05 a.m. arrival, 9:48 a.m. departure)

**Staff & Others  
Present**

Robin Fenn, Superintendent  
George Kosovich, Assistant Superintendent  
Lisa King, Finance Director  
Jennifer Piplic, Marketing Director  
Sue Waldin, Community Wellness Program Manager  
Sandra Huber, Community Engagement  
Members of the community

**Guests**

Ramonda Sosa, Homage Senior Services  
Rich Robinson, Homage Senior Services  
Brad Berg, Foster Pepper

**Call to Order**

The Regular Meeting of the Board of Commissioners of Public Hospital District No. 2, Snohomish County, was called to order at 8:00 a.m. by President Knutsen.

**Approval of Minutes**

***Motion was made, seconded and passed unanimously to approve*** the minutes of the regular meeting on September 17, 2017.

***Motion was made, seconded and passed unanimously to approve*** the minutes of the special meeting on October 18, 2017.

**Executive Committee**

President Knutsen reported that the Executive Committee met on October 18, 2017 to review and approve the October 25, 2017 board meeting agenda including executive session, and debrief on the Special 2018 Budget Meeting. No action was taken.

**Superintendent's  
Report**

Dr. Fenn updated the board on several items:

1. Dr. Fenn and Ms. King presented to the Mountlake Terrace City Council on October 16, 2017.
2. The State Auditors will be arriving October 30, 2017 to begin field work on the 2016 State Audit.
3. Dr. Fenn will be on vacation October 30-November 10, 2017 but will be reachable by phone or email.
4. Facilitator Margot Helphand will connect with each commissioner directly on the December Board Retreat planning.

**Finance Committee  
Report**

The committee met on October 19, 2017. Ms. King reviewed the financial statements and cash activity for September 2017 (E:74:17). No action was taken.

**Authorization for  
Payment of Vouchers  
& Payroll**

Warrant Numbers 12455 through 12491 for September 2017 for payment in the amount of \$38,132.29 were presented for approval (E:75:17). ***Motion was made, seconded and passed unanimously to approve.***

**Resolution 2017:03  
Property Tax Levy**

***Motion was made, seconded and passed unanimously to approve*** Resolution 2017:03 approving the dollar amount and percentage increase in the District's regular property tax levy for calendar year 2018 (E:76:17).

**Resolution 2017:04  
2018 Budget**

***Motion was made, seconded and passed unanimously to approve*** Resolution 2017:04 approving and adopting the District's budget for calendar year 2018 (E:77:17).

**Program Committee  
Update**

The Program Committee met on October 12, 2017 to review one application (E:78:17). Commissioner Knowles presented the committee recommendations to the board. No conflicts of interest were reported by any of the commissioners present.

**Applications Not Recommended for Funding:**

Free Range Health – Access to Low-cost Acupuncture for Underserved Seniors – a request for \$24,000 per year for two years to provide low-cost, community-based acupuncture at the Mountlake Terrace and Lynnwood senior centers. The committee did not recommend funding because of concerns about previous health claims made by the applicant regarding the use of acupuncture to treat conditions that were not substantiated by research. The committee also felt that acupuncture fell outside of the core access to healthcare programs that Verdant supports.

**Insurance Enrollment  
and Palliative Care  
Discussion**

Mr. Kosovich led a conversation about insurance enrollment in South Snohomish County. Commissioner Wilson stated that Verdant should be proactive in finding a way to participate in assisting our residents in health insurance enrollment, noting that the downstream effect of cuts in federal funding will result in people missing open enrollment and ending up uninsured in the emergency department. Commissioner Knowles stated that the time frame is too short to be effective this year.

Commissioner Langer agreed with Commissioner Knowles and stated that with more planning, we could engage next year, but noted that he agreed with Commissioner Wilson that the board should determine how this fits within Verdant priorities.

Commissioner Knutsen agreed with Commissioner Wilson and said that people are confused. She suggested researching outreach opportunities at the schools and exploring if there are other things already happening that we might be able to help with.

Commissioner Wilson asked Mr. Kosovich if there were opportunities with Korean Women's Association or Within Reach for Verdant to support additional outreach this year or if they have capacity to expand existing outreach efforts with additional funding. Mr. Kosovich stated that they are already fully staffed for 2017.

Commission Knutsen inquired about radio and TV campaign activity planned for South County and if Verdant should create a public awareness campaign. Mr. Kosovich stated that reaching the target audience needing qualified health plans is not our area of expertise and that targeting South Snohomish County is difficult. Commissioners decided to add this discussion to our retreat agenda in December.

Commissioners agreed that they need a clear plan about what they want to accomplish before issuing an RFP on Palliative Care. They agreed to have further discussion at the December board retreat.

**Program Grant  
Evaluation**

Dr. Fenn reminded the commissioners that the program grant criteria will be up for approval at the November meeting. She shared that initial community feedback has been positive (E:79:17).

**Program  
Presentation from  
Homage Senior  
Services**

Rich Robinson and Ramonda Sosa of Homage Senior Services presented an update on the Care Coordination program. They provided a written summary (E:80:17). Commissioner Knowles asked for some additional demographic information about their clients, including the mix of insurance types they serve (Medicare, Medicaid, dually eligible) as well as information on outcomes.

**Verdant Community  
Wellness Center  
Activities Update  
Marketing Report**

Ms. Huber presented an update on multicultural activities in the center for September 2017 (E:81:17).

Ms. Piplic presented the Marketing report (E:82:17) mentioning that the Canopy newsletter was delivered to all households and businesses in the District and the first "For Your Health" column was published in the My Neighborhood News Network.

**Public Comments  
Commissioner  
Comments  
Executive Session**

None  
None

President Knutsen recessed the regular meeting at 9:08 a.m. into Executive Session to consider the legal risks of a proposed action of the district and to review and consider a proposed property sale. Brad Berg, Foster Pepper PLLC, participated in the executive session. President Knutsen stated that the board would reconvene in 25 minutes and no action would be taken in Executive Session.  
At 9:33 a.m. President Knutsen extended the Executive Session for 15 minutes.  
At 9:48 a.m. President Knutsen extended the Executive Session for two minutes.

**Open Session**


The board reconvened into Open Session at 9:50 a.m.

***Motion was made, seconded and passed unanimously to authorize*** Superintendent Fenn to approve and sign a purchase and sale agreement on behalf of the District for a permanent easement on 196<sup>th</sup> Street SW in Lynnwood.

**Adjourn**

The meeting was adjourned at 9:53 a.m.

**ATTEST BY:**

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

## Balance Sheet

As of September 30, 2017

	A	B	C	D
	Dec 31, 2016	Sept 30, 2017	\$ Change	Comments:
<b>1 ASSETS</b>				
<b>2 Current Assets</b>				
<b>3 Cash Balance</b>	5,457,824	1,342,989	(4,114,835)	
<b>4 Other Current Assets</b>	34,822,481	42,335,153	7,512,673	Includes Investments
<b>5 Total Current Assets</b>	40,280,305	43,678,142	3,397,837	
<b>6 Total Long-term &amp; Fixed Assets</b>	46,463,198	44,886,415	(1,576,783)	Includes Depreciation
<b>7 TOTAL ASSETS</b>	<b>86,743,503</b>	<b>88,564,557</b>	<b>1,821,054</b>	
<b>8 LIABILITIES &amp; EQUITY</b>				
<b>9 Liabilities</b>				
<b>10 Current Liabilities</b>	3,230,044	1,483,970	(1,746,074)	
<b>11 Long-term Liabilities</b>	3,087,949	3,041,427	(46,522)	2012 LTGO Bonds/BHCF
<b>12 Total Liabilities</b>	6,317,993	4,525,397	(1,792,596)	
<b>13 Total Equity</b>	80,425,511	84,039,160	3,613,649	Annual Net Income
<b>14 TOTAL LIABILITIES &amp; EQUITY</b>	<b>86,743,503</b>	<b>88,564,557</b>	<b>1,821,054</b>	

## Profit &amp; Loss

September 2017

	A	B	C	D	E	F
	Sep Actual	Sep Budget	Fav/(Unfav)	YTD Actual	YTD Budget	Fav/(Unfav)
<b>1 INCOME</b>						
<b>2 Ordinary Income</b>	888,452	887,357	1,095	7,817,123	7,810,795	6,328
<b>3 EXPENSES</b>						
<b>4 Operating Expenses</b>	132,010	187,253	55,243	1,377,091	1,756,420	379,329
<b>5 Depreciation Expense</b>	175,553	171,498	(4,055)	1,638,447	1,612,173	(26,274)
<b>6 Program Expenses</b>	513,972	577,854	63,882	4,059,794	5,177,685	1,117,891
<b>7 Total Expenses</b>	821,534	936,604	115,070	7,075,332	8,546,278	1,470,946
<b>8 OTHER INCOME/(EXPENSE)</b>						
<b>9 Total Other Income/(Expense)</b>	68,446	228,229	(159,783)	2,871,859	2,054,059	817,799
<b>10 NET INCOME</b>	<b>135,364</b>	<b>178,981</b>	<b>(43,617)</b>	<b>3,613,649</b>	<b>1,318,576</b>	<b>2,295,073</b>

## Monthly Highlights

September 2017

Verdant received dividends payments of \$56,646 offset by an unrealized loss of \$177,973 on our investment portfolio in September and closed with an ending market value of \$41,084,869.

Annual program commitments total \$6,297,101 for 2017 and \$4,557,055 for 2018. \$1,594,145 remains available to spend in 2017, of which \$33,466 is earmarked as Superintendent Discretionary.

Revenue of \$117,949 and expenses of \$64,961 from the Kruger Clinic were incurred, netting to an additional operating income of \$52,989 in September.

## Public Hospital District #2

Warrant Number	Transaction Date	Payee	Amount	Purpose
<b>Warrant Activity:</b>				
12455	09/01/2017	Snohomish County PUD	911.28	VCWC Electricity
12456	09/01/2017	Sound Publishing, Inc.	39.20	Legal Notice 8/23 Board Meeting
12457	09/01/2017	Electronic Business Machines	916.09	1 hr of networking support
12458	09/01/2017	Principal	1,370.07	EE Life Insurance
12459	09/01/2017	Dataworks	252.28	IT Support
12460	09/01/2017	Puget Sound Energy	49.53	VCWC Natural Gas
12461	09/01/2017	Waste Management	245.93	VCWC Garbage/Recycle
12462	09/01/2017	Consolidated Landscape Maintenance, Inc.	440.50	Aug 2017 Landscaping maintenance
12463	09/01/2017	Guardian Security Systems, Inc.	240.00	VCWC 4Q17 Elevator and AES Radio Monitoring
12464	09/01/2017	Dimensional Communication, Inc	854.94	3 hrs for tech & replacement bulb for projector
12465	09/07/2017	UNITED WAY	0.00	VOID
12466	09/07/2017	Aukema & Associates	800.00	Annual Web Hosting Fee; 1hr web dev
12467	09/07/2017	City of Lynnwood - Utilities	1,201.60	VCWC Water/Sewer/Storm
12468	09/07/2017	Comcast	281.59	VCWC Telephone/Internet
12469	09/07/2017	Economic Alliance Snohomish County	395.00	Annual Membership Dues
12470	09/07/2017	Fine Solutions	1,218.75	Update Grants Management Solution
12471	09/07/2017	Sound Dietitians	898.44	WC 150 - Lifestyle Change Check in and Cooking Classes
12472	09/13/2017	Armstrong Services	1,316.70	Aug 2017 Janitorial
12473	09/13/2017	Dataworks	1,532.78	IT Support
12474	09/13/2017	Corporate Security LLC	284.00	Sept 2017 Parking Lot Security
12475	09/13/2017	Comcast	506.22	VCWC Telephone/Internet
12476	09/13/2017	Eberle Vivian	4,094.23	4Q17 Self Insurance Work Comp Claims Administration
12477	09/13/2017	Pacific Art Press Inc	1,008.85	2016 Annual Report Printing
12478	09/20/2017	Staples	240.39	Supplies
12479	09/20/2017	State Auditor's Office	1,705.71	2016 CPA Review
12480	09/20/2017	US Bank	300.00	Annual Fee 2012 LTGO Bond
12481	09/20/2017	Susan M Waldin	1,704.11	Reimbursement for VCWC Supplies
12482	09/20/2017	AmeriFlex Business Solutions	17.25	Sept 2017 FSA Administration
12483	09/20/2017	City of Lynnwood	1,090.50	Aug 2017 After Hours Support (68.5hrs)
12484	09/20/2017	Aukema & Associates	312.50	Web server migration and troubleshooting
12485	09/20/2017	Mama Sacha	140.00	Logo development and flyer design for Healthy Living Coaching Group
12486	09/27/2017	VanHouten Photography	375.00	Photos for The Canopy
12490	09/27/2017	Wells Fargo	465.86	Misc.
12487	09/27/2017	Property Management NW	7,709.79	Sept & Oct 2017 Property Management
12488	09/27/2017	Philanthropy Northwest	500.00	Facilitator on Community Engagement
12489	09/27/2017	Wells Fargo	2,158.20	Misc.
12491	09/27/2017	Parsi Properties LLC	2,555.00	Oct 2017 - Parking lot lease
Total Warrants			38,132.29	



Warrant Number	Transaction Date	Payee	Amount	Purpose
<b>Wire/ACH Activity:</b>				
	9/1/2017	Payroll	17,657.45	ACH payroll transfer
	9/1/2017	Department of Treasury	7,599.42	Payroll taxes for 8/26/17 pay period ending
	9/1/2017	Valic	2,691.40	Payroll 401(a)/457 Deposit
	9/1/2017	Paychex	108.81	Fee for payroll processing
	9/15/2017	Payroll	17,418.06	ACH payroll transfer
	9/15/2017	Department of Treasury	7,486.81	Payroll taxes for 9/9/17 pay period ending
	9/15/2017	Valic	2,691.40	Payroll 401(a)/457 Deposit
	9/15/2017	Paychex	102.36	Fee for payroll processing
	9/29/2017	Payroll	17,136.34	ACH payroll transfer
	9/29/2017	Department of Treasury	7,126.62	Payroll taxes for 9/23/17 pay period ending
	9/29/2017	Valic	2,596.59	Payroll 401(a)/457 Deposit
	9/29/2017	Paychex	108.60	Fee for payroll processing
	9/10/2017	Wells Fargo Merchant Services	81.67	Merchant Services
	9/15/2017	Alzheimer's Association Western & Central	7,209.16	Program Payment
	9/15/2017	American Diabetes Association	3,750.00	Program Payment
	9/15/2017	Boys & Girls Club of Snohomish County	20,519.58	Program Payment
	9/15/2017	CampFire	4,166.67	Program Payment
	9/15/2017	Cascade Bicycle Club Education Foundation	2,666.67	Program Payment
	9/15/2017	Center for Human Services	27,279.16	Program Payment
	9/15/2017	ChildStrive	23,333.33	Program Payment
	9/15/2017	City of Lynnwood	6,144.08	Program Payment
	9/15/2017	Cocoon House.	5,000.00	Program Payment
	9/15/2017	Compass Health	18,572.50	Program Payment
	9/15/2017	Domestic Violence Services Snohomish Co	1,855.50	Program Payment
	9/15/2017	Edmonds School District No. 15	122,213.42	Program Payment
	9/15/2017	Edmonds Senior Center	9,166.67	Program Payment
	9/15/2017	Homage Senior Services	64,086.67	Program Payment
	9/15/2017	Kinderling	11,517.17	Program Payment
	9/15/2017	Korean Women's Association	5,000.00	Program Payment
	9/15/2017	Medical Teams International	5,500.00	Program Payment
	9/15/2017	PEPS	3,250.00	Program Payment
	9/15/2017	Prescription Drug Assistance Foundation	4,166.67	Program Payment
	9/15/2017	Project Access Northwest	7,500.00	Program Payment
	9/15/2017	Puget Sound Christian Clinic	27,166.67	Program Payment
	9/15/2017	Puget Sound Kidney Centers Foundation	4,000.00	Program Payment
	9/15/2017	Snohomish County Fire District 1	36,103.34	Program Payment
	9/15/2017	Therapeutic Health Services	20,833.33	Program Payment
	9/15/2017	Volunteers of America Western WA	6,553.83	Program Payment
	9/15/2017	Wonderland Development Center	12,458.33	Program Payment
	9/15/2017	YWCA of Seattle, King and Snohomish Co	18,848.33	Program Payment
	9/15/2017	Mary Porter, RDN	270.00	Program Payment
	9/15/2017	Community Health Center of Snohomish Co	24,251.89	Program Payment
	9/6/2017	AmeriFlex Business Solutions	178.46	FSA Payments
	9/18/2017	AmeriFlex Business Solutions	178.46	FSA Payments
	9/25/2017	WA Department of Revenue	824.85	B&O Tax Aug 2017
		Total Wires/ACH Transactions	587,370.27	

Warrant Number	Transaction Date	Payee	Amount	Purpose
Wire/ACH Activity:				
Workers Compensation Claims Activity:				
305365-368	Sep-17	Various Claimants/Vendors	1,245.86	Administered by Eberle Vivian
Kruger Clinic Activity:				
3130-3138	Sep-17	Various Claimants/Vendors	13,168.35	Administered by PMNW
		Total Disbursements	\$ 639,916.77	
Deposits:				
	9/1/2017	Swedish Edmonds	804,186.12	Monthly leases
	9/1/2017	Value Village	26,552.66	Monthly lease
	9/1/2017	Raymond Liu, D.D.S.	3,578.68	Kruger Clinic monthly lease
	9/1/2017	Brian Takagi, MD	84.63	Kruger Clinic monthly lease
	9/5/2017	Kean Lawlor	20,382.21	Kruger Clinic monthly lease
	9/5/2017	Puget Sound Gastro	27,641.97	Kruger Clinic monthly lease
	9/8/2017	Snohomish County	11,299.73	Levy
	9/25/2017	Healthcare Realty Services, Inc.	4,663.72	Ground Lease
	9/5/2017	T-mobile	1,365.82	Cell tower at the hospital
	9/19/2017	PAWS	200.00	Deposit for use of the VCWC
	9/25/2017	Lisa King	5.51	Reimbursement for personal charge
		Exercise classes at VCWC	175.00	10 Registrations for VCWC Class
		Total Deposits	\$ 900,136.05	

E: 75:17  
10.25.2017

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 12455 through 12491 have been issued for payment in the amount of \$38,132.29 These warrants are hereby approved.

Attest:

  
\_\_\_\_\_  
Lisa M. King

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Commissioner

Warrants Processed:	9-1-17 – 9-30-17		\$38,132.29
Work Comp Claims Pd:	9-1-17 – 9-30-17		1,245.86
Kruger Clinic Processed:	9-1-17 – 9-30-17		13,168.35
Payroll:	8-13-17 – 8-26-17	17,657.45	
	8-27-17 – 9-9-17	17,418.06	
	9-10-17 – 9-23-17	<u>17,136.34</u>	
			52,211.85
Electronic Payments:	Payroll Taxes	22,212.85	
	Paychex	319.77	
	Valic Retirement	7,979.39	
	AmeriFlex FSA	356.92	
	Bank Fees	81.67	
	WA State Dept Revenue	824.85	
	Program Expenditures	<u>503,382.97</u>	
			<u>535,158.42</u>
	Grand Total		<u>\$639,916.77</u>

E: 76:17  
10.25.2017

PUBLIC HOSPITAL DISTRICT NO. 2  
SNOHOMISH COUNTY, WASHINGTON

RESOLUTION NO. 2017-03

A resolution of the Commission of Public Hospital District No. 2, Snohomish County, Washington (the "District"), approving the dollar amount and percentage increase in the District's regular property tax levy for calendar year 2018.

WHEREAS, RCW 84.55.120 requires a taxing district, other than the state, that collects regular levies to hold a public hearing on revenue sources for the district's following year's current expense budget; and

WHEREAS, RCW 84.55.120 further requires the hearing to include consideration of possible increases in property tax revenues and requires that the hearing be held prior to the time the taxing district levies the taxes or makes the request to have the taxes levied; and

WHEREAS, RCW 84.55.120 authorizes the taxing district to hold a public hearing in conjunction with its annual budget hearing required by RCW 70.44.060(6); and

WHEREAS, a hearing in compliance with RCW 84.55.120 and RCW 70.44.060(6) was held on October 18, 2017; and

WHEREAS, the Board of Commissioners of the District, after hearing and duly considering all relevant evidence and testimony presented, determined that the District requires an increase in property tax revenue from the previous year, in addition to that resulting from the addition of new construction, increases in assessed value due to construction of electric generation wind turbine facilities classified as personal property, improvements to property and any increase in the value of state-assessed property, in order to discharge the expected expenses and obligations of the District; NOW, THEREFORE,

BE IT RESOLVED by the Commission of Public Hospital District No. 2, Snohomish County, Washington, as follows:

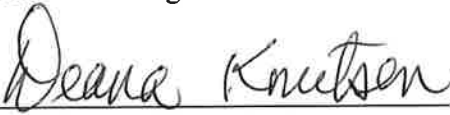
Section 1. The Board of Commissioners hereby determines that the District requires a regular levy in calendar year 2018 of \$2,320,000 which amount is exclusive of the additional tax revenue resulting from the addition of new construction, increases in assessed value due to construction of electric generation wind turbine facilities classified as personal property, improvements to property and any increase in the value of state-assessed property, and amounts authorized by law as a result of any refunds made, in order to discharge the expected expenses and obligations of the District.

Section 2. The Board of Commissioners hereby approves an increase in the District's regular property tax levy for calendar year 2018 in the amount of \$22,667.30, which is a percentage

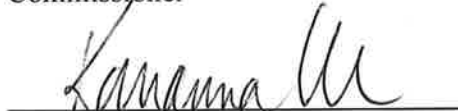
increase of 1.00% from calendar year 2017. This increase shall be in addition to the increase in tax revenue resulting from the addition of new construction, increases in assessed value due to construction of electric generation wind turbine facilities classified as personal property, improvements to property and any increase in the value of state-assessed property.

Section 3. The Superintendent is directed to certify to the County Assessor, no later than November 30, 2017, a copy of this Resolution showing its adoption; and to perform such other duties as are necessary or required by law to the end that the maximum levy capacity available to the District under chapter 84.55 RCW, as determined by the Washington State Supreme Court, is banked for use in future years.


ADOPTED AND APPROVED by the Board of Commissioners of Public Hospital District No. 2, Snohomish County, Washington, at an open public meeting thereof, this 25<sup>th</sup> day of October, 2017, the following commissioners being present and voting in favor of the resolution.

  
\_\_\_\_\_  
President and Commissioner

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Secretary and Commissioner

I, J. Bruce Williams, Secretary to the Board of Commissioners of Public Hospital District No. 2, Snohomish County, Washington, certify that the attached copy of Resolution No. 2017-03 is a true and correct copy of the original resolution adopted on October 25, 2017, as that resolution appears on the Minute Book of the District.

DATED this 25<sup>th</sup> day of October, 2017.

A handwritten signature in dark ink, appearing to read 'J. Williams', is written over a horizontal line.

J. Bruce Williams  
Secretary to the Board of Commissioners

PUBLIC HOSPITAL DISTRICT NO. 2  
SNOHOMISH COUNTY, WASHINGTON

RESOLUTION NO. 2017-04

A resolution of the Commission of Public Hospital District No. 2, Snohomish County, Washington (the "District"), approving and adopting the District's budget for calendar year 2018.

WHEREAS, RCW 70.44.060 requires the Superintendent of the District to prepare a proposed budget of the contemplated financial transactions of the District for the ensuing year and to file the budget in the records of the Commission on or before the first day in November; and

WHEREAS, RCW 70.44.060 further requires the District to publish public notice of the proposed budget and the date and place of a hearing on the budget, which is required to be held on or before the fifteenth day of November, for two consecutive weeks in a newspaper printed and of general circulation in Snohomish County; and

WHEREAS, in compliance with the requirements of RCW 70.44.060, the Superintendent has prepared, filed and provided notice of the District's proposed 2018 budget, which proposed budget is attached hereto as Exhibit A (the "2018 Budget"); and

WHEREAS, the Commission held a public hearing on the 2018 Budget on October 18, 2017, in compliance with the requirements of RCW 70.44.060 and RCW 84.55.120; and

WHEREAS, the Board of Commissioners of the District, in the course of considering the budget for calendar year 2018, reviewed all sources of revenues and examined all anticipated expenses and obligations; and

WHEREAS, the Board of commissioners of the District has met and considered its budget for the calendar year 2018; NOW, THEREFORE,

BE IT RESOLVED by the Commission of Public Hospital District No. 2, Snohomish County, Washington, as follows:

Section 1. The Commission hereby adopts the 2018 Budget as the budget for the District for calendar year 2018.

Section 2. The Superintendent is directed to certify to the County Assessor, no later than November 30, 2017, a copy of this Resolution showing its adoption.

ADOPTED AND APPROVED by the Commission of Public Hospital District No. 2, Snohomish County, Washington, at an open public meeting thereof, held this 25<sup>th</sup> day of October, 2017.

  
\_\_\_\_\_  
President and Commissioner

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Commissioner


  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Secretary and Commissioner



I, J. Bruce Williams, Secretary to the Board of Commissioners of Public Hospital District No. 2, Snohomish County, Washington, certify that the attached copy of Resolution No. 2017-04 is a true and correct copy of the original resolution adopted on October 25, 2017, as that resolution appears on the Minute Book of the District.

DATED this 25<sup>th</sup> day of October, 2017.

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J. Bruce Williams  
Secretary to the Board of Commissioners

**EXHIBIT A**  
**Public Hospital District No 2**  
**of Snohomish County, Washington**

Operating Revenue	\$ 11,786,046
Program Expenditures	(7,355,305)
Other Operating Expenses (excluding depreciation)	(2,303,811)
Depreciation Expense	(1,957,165)
Maintenance and Operations Levy	2,317,754
Other Non-Operating Revenue	<u>500,000</u>
Net Income	<u>\$2,987,518</u>

## October 2017 Program Oversight Committee Summary

1. One funding application up for discussion
2. Follow up on September Board Discussion on two topics:
  - a. Insurance Outreach & Enrollment
  - b. Palliative Care
3. Grant Evaluation Criteria: included in packet, up for board approval in November
4. Program Presentation from Homage Senior Services (fka Senior Services of Snohomish County) on Care Transitions Program

### 1. Program Funding Requests

#### Applications Not Recommended for Funding

**Free Range Health – Access to Low-Cost Acupuncture for Underserved Seniors:** a request for \$24,000 per year for two years for a low-cost, community-based acupuncture for seniors at the Mountlake Terrace and Lynnwood Senior Centers. The program would seek to serve 175 participants per year with the service. Verdant funded a pilot year of the program in 2013-2014 at the Lynnwood Senior Center.

The proposed program outcomes are similar to the original program, with a focus on decreases in pain, improvement in functional ability and well-being. The program was popular with participants, but Verdant opted not to renew funding, largely because of concerns about health claims made by the applicant about the use of acupuncture that were not substantiated by research (ex. treatment of asthma) and which called the program results into question. The program committee also felt that acupuncture fell outside of the core access to healthcare programs that Verdant supports, and noted that acupuncture is not reimbursed by Medicaid/Apple Health Plans.

### 2. Follow-up from September Board Discussion

The program committee had a follow-up discussion about insurance enrollment and concerns about decreased funding for insurance enrollment. Verdant staff reached out to several organizations to learn about resources available for enrollment assistance.

#### Summary of Enrollment Activities

**Data Reference Points:** according to a Jan 31, 2017 WA Health Benefit Exchange Report, there were 18,317 Snohomish County residents enrolled in qualified health plans and 138,640 on Apple Health/Medicaid plans.

- Apple Health/Medicaid outreach and enrollment activities are largely unfunded and appear to be continuing:
  - Verdant hosts Sea Mar navigators once a week for insurance and basic food enrollment, and the navigator also does outreach at locations like libraries;
  - Community Health Center of Snohomish County is continuing to add insurance navigators at their clinic sites and community locations/events;
  - 211 Community Resource Advocate typically refers clients to Sea Mar, Within Reach hotline or CHC of Snohomish County

- What about Qualified Health Plans (QHPs)?

- There are now two QHPs on the exchange for purchase in Snohomish County (there were 6 in 2017);
- Korean Women's Association: expects 40-50% reduction in payment for enrollment activities. KWA has staffed up for enrollment but warns that funding is not sufficient to maintain program in the long term;
- Within Reach: is contracted to do outreach in Snohomish County this year (was not in 2016);
- Brokers can sell QHPs; several dozen brokers were listed in Washington Healthplanfinder

**After some discussion of the issue, the program committee did not see a clear role for Verdant in enrollment activities during the coming open enrollment period starting on November 1st.**

The program committee also briefly discussed the palliative care topic that was raised at the September board meeting. The committee members were interested in discussing this more at the board retreat, but would be interested in some additional information from board members about whether their interest was more connected with 1.) advanced care planning or 2.) direct hospice and palliative care services.

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### 3. Grant Evaluation Criteria

Old Scoring Criteria			Proposed New Scoring Criteria (Draft)	
1. Connect to mission & priorities	20%		A. Connection to Verdant Priority Area	How well did the applicant demonstrate connection between the proposed program and one or more of Verdant's priority area(s)?
2. Need & service to district residents	20%		B. Needs Assessment	How well did the applicant provide current local statistics, agency info or other evidence to document the scope of the problem within Verdant service area?
3. Evidence-based, measurable results	20%		C. Target Population	How well did the applicant demonstrate the target population which will be served by the proposed program including clear demonstration of service to residents within the Verdant service area?
4. Clear budget, use of funds, leverage	20%		D. Organizational Capacity	How well does the applicant display the organizational capacity necessary to implement their proposed program?
5. Sustainability, innovation, partnerships	20%		E. Identification of Other Agencies that Offer This Service/Program	How well did the applicant clearly identify other organizations that address the issue and how the proposed program differs?
Total	100%		F. Program Activities	How clearly defined were the program activities? Is the proposed program an evidence based program?
			G. Program Rationale	How well does the applicant provide evidence that supports the link between project and its intended results (i.e., is the proposed project evidence-based? Promising practice? Innovative practice?)
			H. Program Outcomes	How well did the application clearly describe the desired outcomes (changes in participants' attitudes, behaviors or knowledge; desired results of the program?)
			I. Program Evaluation	How well did the applicant indicate how program results or outcomes would be measured including any design or use of tests, scales, surveys, observations, etc.?
			J. Budget	How well did the applicant provide an appropriate budget and identify other current funding sources?
			K. Sustainability	How well did the applicant describe their plans for sustainability for the proposed program?
			L. Collaboration	How well did the applicant describe their plans for collaboration with other agencies and organizations?
			Total	100%

Homage Senior Services (fka Senior Services of Snohomish County) Care Transitions Program  
Funding: \$135,000 per year, program expires December 2017

<b>1. Brief Program Description</b>	<p>Care Coordination, using the Care Transition model is a patient-centered intervention designed to improve quality care and contain costs for patients with complex needs as they transition across healthcare settings. Based on need, patients may access care transition services for up to 90 days. Through the Care Transitions Intervention patients receive specialized tools and learn self-management skills to ensure their needs will be met when their conditions require that they receive care across multiple settings. This service is based on the nationally recognized program, developed by Dr. Eric Coleman</p>
<b>2. What is the need for this program and who do you serve?</b>	<p>Older adults, adults living with chronic conditions and depression, people with disabilities, and their families face a number of stressors and losses that challenge their ability to maintain independence within the community. During an episode of illness, patients receive care in multiple settings – home, hospital, physicians' offices, skilled nursing facilities – often resulting in fragmented and poorly executed transitions. Because patients and their caregivers are often the only common thread moving across settings, together they comprise an appropriate target for an intervention designed to improve the quality of transitional care. This is the service provided by the Care Transitions program, a nationally recognized evidence-based intervention based on the Coleman model. With its patient centered focus and enhanced continuity across healthcare settings, this program addresses the serious quality and safety deficiencies that may occur during care transitions. Patients who receive this service, experience improved self-management knowledge and skills, primarily in the areas of medication management, condition/disease management, and greater confidence about what is required of them as they transition between settings and beyond.</p>
<b>3. What have been your program accomplishments to date? Please provide specific information like #'s served, specific measures of success, etc.</b>	<p>We continue to assist a diverse population, often with both medical and social service complexity. In order to effectively serve clients and maintain best practice standards, Senior Services is committed to continuing education for all program staff.</p> <p>In 2017 staff attended trainings and workshops including:</p> <ul style="list-style-type: none"> <li>• Healthier Community Conference - Verdant</li> <li>• Grief and Loss</li> <li>• Emerging Issues for LGBT Elders</li> <li>• Charting a Course to Health – Care Transitions Conference</li> <li>• Dementia Prevention – U of M Certificate Program</li> <li>• Cluster B Personality Disorders</li> <li>• Assessing and Managing Suicide Risk</li> <li>• HIV/AIDS</li> <li>• Alzheimer's Prevention</li> <li>• CPR/AED</li> </ul>

	<p>We have continued to diversify and strengthen our community partnerships, as well.</p> <p>This year we received 226 client referrals, 182 of whom accepted program services. Referrals were received from the following sources:</p> <ul style="list-style-type: none"> <li>• 48% - Swedish Edmonds Hospital</li> <li>• 24% - Edmonds Family Medicine</li> <li>• 10% - Faith Communities, Senior Centers, CHC</li> <li>• 12% - Aging and Disability Resource Network (SSSC)</li> <li>• 3% - SNF, Home Health</li> <li>• 3% - Fire District 1</li> </ul> <p>The program did not exceed the contract goal of 250 referrals, but unlike previous years many clients received multiple home visits in 2016. Throughout the year, fully 20% of the clients engaged in services accepted follow up home visits. We believe this had a positive impact on the long-term success of these clients to avoid hospitalizations.</p>
<p><b>4. Are you on track to meet your goals? Why or why not? Be sure to reference the outcomes and results outlined when you received funding.</b></p>	<p><b>Outcome #1 – Empower adults to live healthy lives.</b></p> <p>Obtaining measurable outcome data from our hospital partner has been a challenge throughout the years that we have had the Care Coordination program. We track a number of data points throughout the time that we work with clients, including the amount of engagement that clients have with their providers after the initial home visit as well as and nutrition scores for all clients who participate in the four-week meal delivery program (and possible service continuing through Meals on Wheels). strategies. We have tried a number of professional tools to track client progress over the years, always having trouble with engaging clients at the end of service. Most likely this is due to their belief that needs have been met, so further engagement with SSSC is not necessary at that moment. We continue to investigate potential tools that will be effective in measuring client outcomes, and hope that the hospital will provide data in the future</p> <p><b>Outcome #2 – Promote the health and wellness of adults.</b></p> <p>This outcome continues to be measured by the number of Care Coordination clients who make a follow-up appointment with their provider. During this contract period, 115 clients were successful in making follow-up appointments.</p> <p>Other health and wellness services offered to program participants included:</p> <ul style="list-style-type: none"> <li>• Nutritional screenings – 91 nutritional screenings were completed this year, with 39 of those clients identified as malnourished. An additional 52 clients were identified as at risk of malnutrition. Each client was provided four weeks of free meals, as well as a referral to the Meals on Wheels program.</li> </ul>

	<ul style="list-style-type: none"> <li>Falls risk assessment – during each home visit, falls risk is informally assessed by the Care Coordination Specialist, with a more formal assessment conducted as needed.</li> </ul> <p><b>Outcome #3 – Increased access to essential health services.</b>  During this contract year, clients received one or more referrals to available social services as follows:</p> <ul style="list-style-type: none"> <li>113 referrals to the Aging and Disability Resource program</li> <li>125 referrals to the Meals on Wheels program</li> <li>98 referrals to the Dial-a-Ride Transportation (DART) program</li> <li>47 referrals to the Older Adult Mental Health Access program</li> <li>24 referrals to housing support programs (Hope Options, Minor Home Repair)</li> <li>61 referrals to caregiver support programs</li> <li>17 referrals to the following: APS, DSHS, Alzheimer’s Association, Center for Independence, SHIBA, Sight Connections, VA, and Hope Options.</li> </ul>
<b>6. What have been your biggest challenges so far?</b>	<p>We are increasingly observing more complexity from the clients we serve in the Care Coordination program. Our clients often live alone, are isolated, and need assistance with ADL and IADL functions. There has been a significant increase in clients requesting follow up home visits throughout this past year. As such, we have made it a standard part of the Care Coordination program. This has added a significant amount of staff hours to each client, slightly decreasing the volume of clients served through the program. However, we believe there is a strong argument to be made that this has allowed clients to be better served, with a higher chance of having positive long-term outcomes.</p>
<b>5. Is there anything else we should know about your program or project?</b>	<p>A sample of client scenarios best demonstrates the health promotion benefits of the Care Coordination program.  Identifying information has been omitted as far as possible without losing the character of the client’s situation.</p> <p>Mr. B had been a first responder until a recent accident left him with paraplegia. As such, he required extensive physical therapy in order to return to work in the time frame allowed by his union. If he could not attend rehabilitation quickly, there was a risk that his job would be in jeopardy. The Care Coordination and Healthy Living Engagement Specialists were able to quickly assist the client and spouse during this tumultuous time. The Care Coordination Specialist completed a DART application during the initial home visit, and then drove it to the DART office. The result was that the Client was approved for DART (and ACCESS) the very next day and was able to immediately get to physical therapy. After this was completed, staff assisted with a caregiving needs for the spouse, who was having a difficult time</p>



Homage Senior Services (fka Senior Services of Snohomish County) Care Transitions Program  
 Funding: \$135,000 per year, program expires December 2017

	<p>adjusting to the dramatic changes happening in her life. A Tailored Care Survey and Lifespan Respite Washington applications were completed, and the caregiver was awarded a respite voucher for \$1000. She is now also receiving additional family caregiver support through SSSC.</p>
<p><b>7. What can Verdant do to support your work or the needs of the people you serve?</b></p>	<p>The growing complexity of clients have brought challenges to our current 8-week service model. In recent weeks, we have looked at ways to provide longer-term client care for our most acute clients. We were introduced to the Health Homes service model by the North County Area Agency on Aging. After some research and discussion with Managed Care Organizations who are Lead Care Coordinating Agencies, we discovered that Health Homes is a long term service model. The Care Coordinator works with client for as long as needed. The Health Homes program is for clients who have 2 or more chronic conditions and at risk for hospitalization. The need for Health Homes Care Coordination is growing for South Snohomish County. The MCOs who are also Lead Care Coordinating Agencies report there are over 2000 Health Homes eligible clients in South Snohomish County that currently have no agency available to assist them. We believe with the Health Homes program we can expand services to the most critically ill individuals and at the same time pursue sustainability for our Care Coordination program. The Health Homes program with some start up support would self-sustain within a year, due to the relationship with the Managed Care Organizations.</p>

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## Verdant Community Wellness Center Summary October 2017

### Completed Programs

1. General Community and Provider Events	Attendance
1. PEPS – Baby Peppers Parent Support Group (9/21 – 12/7)*	6-8
2. Monthly Hero's Café for Veterans (9/26)	100+
3. Child Strive Early Intervention Team Meeting (9/28)	35
4. Focus Group Training for Providers (10/2)	30
5. Parkinson's Disease AM Support Group (10/2)	4-6
6. Working with Parkinson's Disease PM Support Group (10/2)	4-6
7. State Health Insurance Benefits Advisors (SHIBA) Monthly Training (10/3)	25
8. Evergreen Home Health Staff Meetings (10/4, 17)	50
9. SCAEYC Board Meeting (10/4)	8
10. ARC Mothers of Children with Disabilities Monthly Support Network (10/7)	18
11. Snohomish County Child Care Center Director's Forum (10/11)	20
12. Housing & Social Services Training (10/11)	8
13. Verdant Partner Roundtable (10/13)	32
14. Understanding Medicare Monthly Workshops (10/20)	35
15. Regional Health Benefit Exchange Navigator Training (10/21)	50
16. Sea Mar Weekly Health Insurance & Basic Food Enrollment (weekly)	Varies
17. Ongoing – Community Support for Prescription Assistance (weekly)*	Varies

2. Nutrition and Healthy Behaviors	Attendance
1. Surviving & Thriving with Chronic Kidney Disease (9/6 – 10/11)*	25/class
2. Healthy & Hearty Comfort Foods Cooking Demo (9/25)*	24
3. Road Back to Life Kidney Support Group (9/26)	8
4. Monthly Diabetes Support Group (9/27)	6-8
5. Food Preservation Cooking Demo (9/30)*	17
6. Nutrition & Health Before, During & After Menopause (10/5)*	22
7. Fall Favorites Vegetarian Cooking Demo (10/9)*	22
8. Type 2 and You Workshop (10/14)*	18
9. Crockpot Meals Cooking Demo & Senior Field Trip for Health (10/17)*	23
10. Healthy Living Coaching Group – weekly support (10/3, 10, 17)*	15-20/week
11. Getting to Goal Program (Weight Management/Activity Consultations)*	8-12 Clients

3. Behavioral Health & Substance Use	Attendance
1. Yoga 101 for Beginner(9/11 – 10/30)*	8-10/class
2. Brain Health & Wellness (9/25, 29; 10/2, 5, 6, 10, 13, 19)*	varies
3. Beginning Tai Chi for Adults (9/28 – 10/19)*	13/class
4. National Alliance on Mental Illness Support Group (9/28; 10/12)	4-8
5. Psychiatric Nurse Practitioner's Legal Ethics Workshop (10/7)	19
6. YWCA Mindfulness (10/11 – 12/6)*	7-9
7. YWCA Anxiety & Depression Recovery (10/17 – 12/5)*	9
8. NAMI Presents: Crisis Intervention for Social Service Providers (10/18)*	34
9. Adult Children of Alcoholics Weekly Support Group (weekly)	15-20/week
10. Veterans Drop-In Support (weekly - City of Lynnwood & monthly - County)	varies

4. Other Programs	Attendance
1. Play and Learn Group, Wonderland Development Center (weekly)*	30+/week

## **Verdant Community Wellness Center Summary October 2017**

### **Upcoming Programs**

#### **A. General Community and Provider Events**

1. PEPS – Baby Peppers Parent Support Group (September 21 – December 7)\*
2. Monthly Hero's Café for Veterans (October 24, November 28)
3. Alzheimer's Association Staff Retreat (October 26)
4. Medicare Open Enrollment by SHIBA (October 30; November 7, 13, 27; December 6)
5. Finding Reliable Medical Information on the Internet (November 1)\*
6. ARC Mothers of Children with Disabilities Monthly Support Network (November 4)
7. Parkinson's Disease AM Support Group (November 6)
8. Working with Parkinson's Disease PM Support Group (November 6)
9. State Health Insurance Benefits Advisors (SHIBA) Monthly Training (November 7)
10. Edmonds School District Health Services Meeting (November 9)
11. Caregivers & Social Workers Working Together (November 14)
12. Evergreen Home Health Staff Meeting (November 14, 15)
13. Snohomish County Child Care Center Director's Forum (November 8, December 13)
14. Understanding Medicare Monthly Workshops (November 17)

#### **B. Nutrition and Healthy Behaviors**

1. Taste & Texture: Learn about infant feeding with a Doc & Dietitian (October 23)\*
2. Healthy Living Coaching Group – weekly support (October 24, 31; November 7, 14, 21, 28)\*
3. Road Back to Life Kidney Support Group (October 24)
4. Monthly Diabetes Support Group (October 25)
5. Healthy Alternatives to Home Meal Delivery Services (October 26)\*
6. Surviving & Thriving with Chronic Kidney Disease (November 1 – December 13)\*
7. Meal Planning & Cooking with a Busy Schedule Cooking Demo (November 2)\*
8. Kids and Parents Cooking Class (November 4)\*
9. Learn & Taste: Winter Wellness & Foods to Boost the Immune System (November 6)\*
10. Health Screening and Diabetes-friendly Holiday Recipes & Tasting (November 11)\*
11. The MIND Diet – Eating for Better Brain Health (November 14)\*
12. Diabetes-friendly Holidays: Cooking Demo (November 15)\*
13. CHC Diabetes Cooking Class (November 17)

#### **C. Behavioral Health & Substance Use Focus**

1. Brain Health and Wellness Classes (October 25; November 1, 2, 8, 9, 14, 15, 29, 30)\*
2. YWCA Mindfulness (October 11 – December 6)\*
3. YWCA Anxiety & Depression Recovery (October 17 – December 5)\*
4. National Alliance on Mental Illness "Connections" Support Group (October 26; November 9)
5. Hoarding Task Force (November 6)
6. Hope for the Holidays: Evergreen Bereavement Information Workshop (November 8)
7. YWCA Managing the Winter Blues (November 8 – January 3)\*
8. Operation SAVE: Veteran Suicide Prevention Training (November 16)
9. NAMI Presents: Torrey Pines Film & Discussion about Sexual Identity (November 16)\*
10. International Survivors of Suicide Loss Day (November 18)\*
11. Adult Children of Alcoholics Weekly Support Group (weekly)
12. Veterans Drop-In Support (weekly - City of Lynnwood & monthly - County)

**\* = Grant/Program Funded Partner**

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## **Multicultural Program & Outreach Report**

- Hosted workshop on Emergency Preparedness in Spanish on September 23
- Wrapped up five session series in Spanish on October 20:
  - Positive discipline
  - Accident prevention with Washington Poison Center
  - Adolescent health: risks & solutions
  - Positive communication
  - Drugs and gang information for parents with Lynnwood Police Department
- Held workshop on women's sexual health with Spanish-speaking OB-GYN

## **October 2017 Marketing Report**

### **Public Outreach/Communications**

- The Canopy newsletter delivered to homes and businesses beginning October 12
- First "For Your Health" column from Superintendent Fenn published by the My Neighborhood News Network. Next column planned for December to feature injury prevention.