

VERDANT HEALTH COMMISSION
PUBLIC HOSPITAL DISTRICT NO. 2 OF SNOHOMISH COUNTY, WASHINGTON
BOARD OF COMMISSIONERS
Regular Meeting
A G E N D A
November 20, 2019
8:00 a.m. to 8:55 a.m.

	<u>ACTION</u>	<u>TIME</u>	<u>PAGE</u>
A. Call to Order	---	8:00	---
B. Approval of the Minutes			
a) October 23, 2019 Board Meeting	Action	8:01	2-7
b) October 26, 2019 Special Meeting	Action	8:02	8
C. Executive Committee Report			
a) Approve Resolution 2019-10: Amended Governing Bylaws	Action	8:03	9-24
b) Approve Resolution 2019-11: Appointing Jennifer Piplic as Superintendent	Action	8:04	25-27
D. Superintendent/Marketing Reports	Information	8:05	28
E. Finance Committee			
a) Financial statements and cash activity	Information	8:10	29-33
b) Authorization for payment of vouchers and payroll	Action	8:15	34
F. Program Committee Report and Recommendations			
a) Conflicts of Interest	---	8:20	---
b) Program Investment Recommendations	Action	8:22	35
c) Verdant Community Wellness Center update	Information	8:30	36-37
d) Verdant Multicultural Program update	Information	---	38
G. Executive Session	---	8:35	---
a) To review the performance of an employee			
H. Open Session	---	8:45	---
K. Public Comments (please limit to three minutes per speaker)	---	8:45	---
L. Commissioner Comments	---	8:50	---
M. Adjournment	---	8:55	---

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

BOARD OF COMMISSIONERS

Regular Meeting

Verdant Community Wellness Center

October 23, 2019

**Commissioners
Present**

Deana Knutsen, President
Karianna Wilson, Secretary (8:05 a.m. arrival)
Bob Knowles, Commissioner
Fred Langer, Commissioner
Dr. Jim Distelhorst, Commissioner

Staff

Dr. Robin Fenn, Superintendent
Jennifer Piplic, Marketing Director
Lisa King, Finance Director
Sue Waldin, Community Wellness Program Manager
Sandra Huber, Community Engagement
Karen Goto, Executive Assistant

Staff Excused

Nancy Budd, Community Social Worker

Guests

Brad Berg, Foster Garvey
Dr. Amit Singh, Edmonds Community College
Edmonds Community College Leadership Team:
Danielle Carnes
Christina Castorena
Terry Cox
Charlie Crawford
Kevin McKay
Brad Thomas
Carl Zapora

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 Knutsen.

Approval of Minutes

Motion was made, seconded and passed unanimously to approve the minutes of the regular board meeting on September 25, 2019.

Motion was made, seconded and passed unanimously to approve the minutes of the special board meeting on October 9, 2019.

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

on October 15, 2019.

**Executive
Committee Report**

The committee met on October 16, 2019 to review the agenda for the October 23, 2019 board meeting, a personnel issue, and programs. No action was taken.

**Present Amended
Bylaws**

Amended Bylaws were presented by Brad Berg (E:67:19). State statute was amended in 2018 around the appointment process for the district superintendent and Bylaws are being amended to be in compliance with the statute.

These will be approved by Resolution at the next regular board meeting on November 20, 2019.

**Presentation from
Edmonds
Community College**

Dr. Singh presented the mission and vision of the college, the number and type of baccalaureate and other degree programs, and the progress with the new STEM building, which will house the LPN program. Dr. Singh mentioned that the percentage of nursing students who remain in the area after graduation is 72%.

Commissioners asked questions regarding an RN program, how the School of Health will network with the local University of Washington and Washington State, expanding behavioral health for veterans, and possible collaboration and future discussions on the homeless population of the college.

Dr. Fenn commented that she toured the new STEM building with a simulation center. Mr. Brad Thomas mentioned that there are five upcoming tours of the campus and they will send the dates to Dr. Fenn for distribution to the board.

**Superintendent
Report**

Dr. Fenn reported on the following items:

1. The tour of the STEM building at Edmonds CC.
2. The dedication of the Deer Creek Park Meadow in the Town of Woodway on Saturday, October 26, 2019 at 10 a.m.
3. The success of the first Latina Women's Health Conference on October 12, 2019
4. A nutrition class for people on probation was created at Verdant.

5. CHART next steps are being finalized.
6. Acknowledgment of Ms. King for her years of service to Verdant. President Knutsen also thanked Ms. King.

Finance Committee Report

Commissioner Langer stated that the committee met on October 18, 2019. Ms. King reviewed the financial statements and cash activity for September 2019 (E:68:19). Ms. King noted that the bond payment is due on November 30, 2019 and after that payment, there is only one more payment due.

Authorization for Payment of Vouchers & Payroll

Warrant Numbers 13833 through 13883 for September 2019 for payment in the amount of \$70,495.65 were presented for approval (E:69:19) by Commissioner Langer. **Motion was made, seconded and passed unanimously to approve.**

Resolution 2019:06 2020 Property Tax Levy

Ms. King presented Resolution 2019:06 approving the dollar amount and percentage increase in the District's regular property tax levy for 2020. **Motion was made, seconded and passed unanimously to approve.**

Resolution 2019:07 2020 Budget

Ms. King presented Resolution 2019:07 approving and adopting the 2020 budget. **Motion was made, seconded and passed unanimously to approve.**

Resolution 2019:08 Auditor removal and appointment

Ms. King presented Resolution 2019:08 removing Lisa King and adding Erica Ash as auditor for the district. **Motion was made, seconded and passed unanimously to approve.**

Program Committee Update

The Program Committee met on October 15, 2019 and reviewed five new or renewal grant applications (E:70:19).

Commissioner Knowles asked if there were any known or perceived conflicts of interest and none were reported by the commissioners. Each program was presented to the board individually.

Motion was made, seconded and passed unanimously to approve Seattle Visiting Nurse Association renewal request to provide no-cost flu shots to an estimated 250 to 300 uninsured residents in the district.

SVNA will invoice the district per flu shot administered, up to a maximum of \$10,000.

Motion was made, seconded and passed unanimously to approve Concern for Neighbors Food Bank in Mountlake Terrace in the amount of \$41,725 in Year 1 and \$8,230 in Year 2 for infrastructure improvements and upgrade of food prep area, purchasing of basic equipment, provision of monthly cooking demonstrations, poster and graphics that encourage healthy choices, and bi-monthly fresh produce purchases.

Motion was made, seconded and passed unanimously to approve the Lynnwood Foodbank in the amount of \$34,375 in Year 1 and \$15,625 in Year 2 for a “market” concept including nutrition education, nutrition signage on shelves, recipe cards, demonstrations, nutrition workshops, shopping tours with an RDN, shopping the LFB market with a nutrition intern, and blood pressure readings.

Not recommended for Funding:

Swedish Edmonds Apple-A-Day for Cardiopulmonary Rehab/Lifestyle Management patients.

Edmonds Foodbank for purchase of a new produce cooler. Verdant will ask the organization for a proposal that includes programming; not just capital.

Verdant Community Wellness Center Update

See Exhibit 71:19

Verdant Multicultural Program Update

Ms. Huber presented an update (Exhibit 72:19) on multicultural programs in the month of September 2019 and shared photos from the Latina Women’s Health Conference on October 12, 2019. Commissioner Wilson inquired on who did the training at the Public Charge meeting held at Verdant.

Marketing Report

Ms. Piplic presented the Marketing report (E:73:19) for October 2019 which includes a flyer for the upcoming community conference on November 9, 2019 (E:74:19), the fall edition of The Canopy has been mailed, and

the next Verdant Partner Roundtable will be on November 1, 2019, 2 to 4 p.m. at Verdant.

Executive Session

President Knutsen recessed the regular meeting at 9:05 a.m. into Executive Session to review the performance of an employee.
Mr. Brad Berg participated in the Executive Session. President Knutsen stated that the board would reconvene in 15 minutes and no action would be taken in Executive Session.

Open Session

The board reconvened into Open Session at 9:20 a.m. Resolution 2019:09 was presented. Dr. Fenn's employment agreement letter was presented and **Motion was made, seconded and passed unanimously to approve.**

Resolution 2019:09

President Knutsen presented Resolution 2019:09 appointing Ms. Jennifer Piplic as Interim Superintendent of the District.
Motion was made, seconded and passed unanimously to approve.

Commissioner Langer and the board directed staff to retain a real estate agent to explore the purchase of a building that has recently become available near the Swedish Edmonds hospital campus. Ms. King recommends using Mr. John Bauer of CBRE as he is familiar with the Kruger Clinic.

Public Comments

None.

Commissioner Comments

Commissioner Langer thanked Dr. Fenn for taking the organization to a better place and wishes her continued success. Dr. Fenn said she will transition with Ms. Piplic over the next few weeks. President Knutsen welcomed Ms. Piplic. Commissioner Wilson also thanked Dr. Fenn.

Adjournment

The meeting was adjourned at 9:26 a.m.

ATTEST BY:

President

Secretary

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

**BOARD SPECIAL MEETING
October 26, 2019
10:00 a.m.
Woodway Deer Creek Park Meadow**

**Commissioners
Present**

Karianna Wilson, Commissioner
Bob Knowles, Commissioner
Jim Distelhorst, M.D., Commissioner

Staff

Jennifer Piplic, Interim Superintendent

**Woodway Deer Creek Park
Meadow Dedication
Ceremony**

No business was conducted.

ATTEST BY:

President

Secretary

PUBLIC HOSPITAL DISTRICT NO. 2
SNOHOMISH COUNTY, WASHINGTON

RESOLUTION NO. 2019-10

A RESOLUTION of the Board of Commissioners of Public Hospital District No. 2, Snohomish County, Washington (the “District”), adopting and approving amended and restated governing board bylaws of the District.

WHEREAS, RCW 70.44.050 requires the Board of Commissioners to adopt by resolution rules governing the transaction of its business; and

WHEREAS, the Board of Commissioners has previously adopted bylaws to govern the transaction of its business; and

WHEREAS, the Board of Commissioners wishes to amend and restate the bylaws to conform the provisions of the bylaws to the District’s current operations and changes in applicable law; and

WHEREAS, Article VII of the current governing board bylaws provides that the bylaws may be amended at any time by resolution of the Board introduced at a regular meeting and adopted at a subsequent regular meeting; and

WHEREAS, this resolution was introduced at a regular meeting of the Commission held on October 23, 2019; NOW, THEREFORE,

BE IT RESOLVED by the Board of Commissioners of Public Hospital District No. 2, Snohomish County, Washington, that Amended and Restated Bylaws of Public Hospital District No. 2, Snohomish County, Washington, in the form attached hereto as Exhibit A are hereby adopted and approved.

ADOPTED AND APPROVED by the Board of Commissioners of Public Hospital District No. 2, Snohomish County, Washington, at an open public meeting thereof, this 20th day of November, 2019, the following commissioners being present and voting in favor of the resolution.

President and Commissioner

Commissioner

Commissioner

Commissioner

Secretary and Commissioner

CERTIFICATE

I, the undersigned, Secretary of the Board of Commissioners of Public Hospital District No. 2, Snohomish County, Washington, certify that the attached copy of Resolution No. 2019-10 is a true and correct copy of the original resolution adopted on November 20, 2019, as that resolution appears on the Minute Book of the District.

DATED this 20th day of November, 2019.

Karianna Wilson
Secretary of the Board of Commissioners

**AMENDED AND RESTATED BYLAWS
OF
PUBLIC HOSPITAL DISTRICT NO. 2
SNOHOMISH COUNTY, WASHINGTON
d/b/a VERDANT HEALTH COMMISSION**

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AMENDED AND RESTATED BYLAWS
OF
PUBLIC HOSPITAL DISTRICT NO. 2
SNOHOMISH COUNTY, WASHINGTON

ARTICLE I
FORMATION AND PURPOSE

This public hospital district (the “District”), a municipal corporation, was created in 1962 to provide hospital and health care services for the residents of the District and other persons. The activities of the District shall be conducted in conformity with the Constitution and laws of the State of Washington, including Chapter 70.44 RCW, as now in effect or hereafter amended. These Bylaws are adopted in furtherance of the lawful purposes of the District including the providing of health care services appropriate to the needs of the population served.

ARTICLE II
BOARD OF COMMISSIONERS

Section 1. Qualification and Election. No person shall be eligible to be elected to the office of public hospital district commissioner unless he or she is a registered voter within the boundaries of the District. All District commissioners shall be elected and serve in the manner and for the term prescribed by law.

Section 2. Organization and Officers of the Board of Commissioners. The five-member Board of Commissioners (the “Board” or the “Commission”) shall at its first regular meeting in each calendar year organize by election from its own members, a President and Secretary. Such election shall be by a majority vote of the commissioners in each case. The terms of both officers shall be for one year.

2.1. The President shall act as the presiding officer at meetings of the Board and shall execute on behalf of the District all contracts, agreements and other documents and papers duly authorized by the Board that may require his or her signature.

2.2. The Secretary shall prepare, or cause to be prepared, minutes of all regular and special meetings of the Board, shall sign the same and shall keep them in a proper book for that purpose. The Secretary shall have charge of the official seal of the District and shall affix or cause to be affixed such seal to any documents requiring it, attesting the same. In the absence of the President, the Secretary shall preside at Board meetings.

2.3. If a vacancy occurs in the office of either the President or the Secretary, an election of officers shall take place at the next regular meeting of the Board to fill the unexpired term created by the vacancy. All members of the Board, whether elected or appointed, shall be required to take an oath of office in the form prescribed by the laws of the State of Washington relating to public officials.

2.4. A vacant commissioner position may be filled by the Board appointing a new member in the manner prescribed by law.

Section 3. Meetings of the Board or Commission.

3.1. Regular meetings. The dates, times and locations for the regular meetings of the Board shall be established from time to time by resolution adopted by the Board.

3.2. Special meetings

a. A special meeting may be called at any time by the presiding officer of the Board or by a majority of the members of the Board by delivering written notice personally, by mail, by fax, or by electronic mail to each member of the Board. Written notice shall be deemed waived in the following circumstances: (1) a commissioner submits a written waiver of notice to the secretary of the Board at or prior to the time the meeting convenes, which may be given by telegram, fax, or electronic mail; or (2) a commissioner is actually present at the time the meeting convenes.

b. Notice of a special meeting called under subsection (a) of this section shall be: (1) delivered to each local newspaper of general circulation and local radio or television station that has on file with the Board a written request to be notified of such special meeting or of all special meetings; (2) posted on the District's web site. The District shall not be required to post a special meeting notice on its web site if it (i) does not have a web site; (ii) employs fewer than ten full-time equivalent employees; or (iii) does not employ personnel whose duty, as defined by a job description or existing contract, is to maintain or update the web site; and (3) prominently displayed at the main entrance of the District's principal location and the meeting site if it is not held at the agency's principal location. Such notice must be delivered or posted, as applicable, at least twenty-four hours before the time of such meeting as specified in the notice.

c. The call and notices required under subsections (a) and (b) of this section shall specify the time and place of the special meeting and the business to be transacted. Final disposition shall not be taken on any other matter at such meetings by the Board.

The notices provided in this section may be dispensed with in the event a special meeting is called to deal with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage, when time requirements of such notice would make notice impractical and increase the likelihood of such injury or damage.

3.3. The order of business at meetings of the Commission shall be as follows:

a. Regular Meetings

(i) Call to order

(ii) Reading and approval of minutes of the last regular meeting and any intervening special meeting and approval of any other matters on the consent agenda

- (iii) Reports
 - (iv) Consideration of items on the agenda or other matters properly before the Board and action thereon
 - (v) Adjournment
- b. Special Meetings
- (i) Call to order
 - (ii) Reading of the notice calling the meeting
 - (iii) Consideration of matters stated in the notice and action thereon
 - (iv) Adjournment

3.4. Attendance From Remote Location

a. The Board, recognizing the benefits of fullest practicable attendance and participation by its commissioners, allows for attendance from remote location(s) through the use of electronic means including but not limited to such two-way communication methods as speakerphone, Skype, or other media that provide full audio or audio and visual capacity.

b. For purposes of voting by a commissioner (or commissioners) of the Board, such attendance from remote location(s) shall be considered the equal of being physically present at the meeting site. In the case of executive sessions, the Board may permit participation from remote location(s) by the above alternative means only when the Board on a case-by-case basis considers such participation to be necessary and the Board is confident in the security of such remote communications.

c. Any communications systems utilized by the Board for such remote attendance shall reliably permit all persons attending to be clearly heard by all others and to clearly hear all audio content of the meeting; and where applicable by the Board's determination, be clearly seen by all others and clearly see all visual content that is determined by the Board to be crucial to the understanding of matters discussed. Systems used in the course of executive sessions shall be reasonably secure from unauthorized access.

d. Audio and video recordings of proceedings involving attendance by commissioner(s) from remote locations shall be maintained for the public record as required by law.

e. Commissioners are encouraged to attend meetings in-person and attendance from remote location(s) is intended to be an alternative method for participation by commissioners.

3.5. Procedure For Remote Attendance

a. In all meetings involving remote attendance, the Superintendent or his or her designee shall be present at the meeting place and shall inform all present at the meeting place of the intent to initiate a remote communication. The Superintendent or his or her designee shall ensure that the equipment necessary for such remote attendance is present in the meeting place.

b. The Superintendent or his or her designee shall confirm and announce to all that all present at the meeting place and in the remote location(s) that all parties can clearly hear all other parties and (as appropriate) clearly see visual content as will be presented. Such confirmation shall be recorded in the Minutes.

c. With such confirmation, commissioners—whether they are at the meeting site or at remote location(s)—constituting a majority may approve the use of the remote communication for the entirety of the meeting or for a specified portion thereof.

d. Before convening in executive session with participants from a remote location, the Presiding Officer shall instruct the Superintendent or his or her designee to verify that the public has been excluded from the meeting place.

e. In the event that the remote communication link is broken or significantly degraded such that it no longer meets the full requirements of Sections 3.4 and 3.5, the presiding officer shall confirm the loss of service and announce the close of the remote attendance.

Section 4. Action by the Board. As used herein, “action” means the transaction of the official business of the District by the Board including but not limited to receipt of public testimony, deliberations, discussions, considerations, reviews, evaluations, and final actions. “Final action” means a collective positive or negative decision, or an actual vote by a majority of the members of the Board when sitting as a body or entity, upon a motion, proposal or resolution.

All final action taken by the Board shall be by motion or resolution recorded in a book or books kept for such purposes. Minutes of all regular and special meetings, except executive sessions thereof, shall be promptly recorded and shall be open to public inspection.

All meetings at which action is taken by the Board shall be open and public and all persons shall be permitted to attend any meeting of the Board, except as otherwise provided in this section or by law. The Board shall never adopt any motion or resolution, except in a meeting open to the public and then only at a regular meeting, duly convened at the prescribed time and place, or at a special meeting of which notice has been given according to the provisions of the foregoing section. Any action taken at meetings failing to comply with the provisions of this section shall be null and void.

Nothing in this section shall be construed to prevent the Board from holding executive sessions during a regular or special meeting to consider:

- (i) To consider matters affecting national security;

(ii) To consider, if in compliance with any required data security breach disclosure under RCW 19.255.010 and 42.56.590, and with legal counsel available, information regarding the infrastructure and security of computer and telecommunications networks, security and service recovery plans, security risk assessments and security test results to the extent that they identify specific system vulnerabilities, and other information that if made public may increase the risk to the confidentiality, integrity, or availability of agency security or to information technology infrastructure or assets;

(iii) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price;

(iv) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public;

(v) To review negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause a likelihood of increased costs;

(vi) To receive and evaluate complaints or charges brought against a public officer or employee. However, upon the request of such officer or employee, a public hearing or a meeting open to the public shall be conducted upon such complaint or charge;

(vii) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by the Board of salaries, wages, and other conditions of employment to be generally applied within the District shall occur in a meeting open to the public, and when the Board elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public;

(viii) To evaluate the qualifications of a candidate for appointment to elective office. However, any interview of such candidate and final action appointing a candidate to elective office shall be in a meeting open to the public;

(ix) To discuss with legal counsel representing the District matters relating to agency enforcement actions, or to discuss with legal counsel representing the District litigation or potential litigation to which the District, the Board, or a member of the Board acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the District. This subsection

(viii) does not permit the Board to hold an executive session solely because an attorney representing the District is present. For purposes of this subsection (viii), “potential litigation” means matters protected by RPC 1.6 or RCW 5.60.060(2)(a) concerning:

(A) Litigation that has been specifically threatened to which the District, the Board, or a member of the Board acting in an official capacity is, or is likely to become, a party;

(B) Litigation that the District reasonably believes may be commenced by or against the District agency, the Board, or a member of the Board acting in an official capacity; or

(C) Litigation or legal risks of a proposed action or current practice that the District has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the District;

(x) To consider the granting, denial, reduction, termination or suspension of clinical privileges, or the medical staff membership of a physician or “other health care provider,” as that term is defined in RCW 7.70.020, as now in effect or hereafter amended, if other health care providers in the discretion of the Board are determined eligible to be considered for such privileges or membership.

Before convening in executive session, the presiding officer of the Board shall publicly announce the purpose for excluding the public from the meeting place, and the time when the executive session will be concluded. The executive session may be extended to a stated later time by announcement of the presiding officer.

Section 5. Quorum. A majority of the persons holding the office of District commissioner shall constitute a quorum of the Board for the transaction of business, but no resolution shall be adopted or other final action taken without a majority vote of the whole Commission. Attendance by commissioners from a remote location pursuant to Section 3.4 shall be considered the equal of being physically present at the meeting site.

Section 6. Committees. The Board may from time to time act as a committee of the whole or appoint such other committees as it may deem necessary or advisable in the conduct of its affairs or for other purposes it may specify. The activities of any committees so appointed shall be conducted lawfully and be recorded in written minutes. Chairpersons of such committees shall be appointed by the Board to serve for terms not to exceed one year, subject both to removal at the will of the Board and to reappointment in the sole discretion of the Board.

Section 7. Powers and Duties of the Board or Commission. The Board shall be the governing body of the District and the superintendent appointed by the Board as specified in Article III, Section 1, shall be responsible to the Board for the efficient administration of all affairs of the District. While the authority of the Board may be delegated to the superintendent

as specified in Article III, Section 1, and Article IV, respectively, or by resolution, any delegation of authority by the Board may be rescinded in its sole discretion.

All of the powers authorized in Chapter 70.44 RCW or other applicable statute may be exercised by the Board in the performance of its duties prescribed therein. Among other things, the Board shall strive to:

(i) Determine the policies and the purposes of the District in proper relation to community needs;

(ii) Provide services, facilities, equipment and personnel to meet the needs of residents within the purposes of the District, and consistent with present and future community needs;

(iii) Assure that an appropriate standard of professional care is maintained with due regard for quality of care and effective quality assurance mechanisms, and assuring that personnel possess appropriate current qualifications, and determining in its discretion which kinds of programs shall be considered;

(iv) Promote planning and coordinate services with administrative, financial and community needs, the policies of the District, and the purposes of the District;

(v) Provide for the sound administration and application of public funds, adopting annual budgets for the District at the times and in the manner required by law;

(vi) Maintain accurate records of District finances and all related activities;

(vii) Exercise proper care and judgment in the selection of a qualified superintendent who shall be responsible for implementing policies adopted by the Board; and

(viii) Evaluate its own performance.

Section 8. Avoidance of Conflicts of Interest. District commissioners, being aware of the fiduciary nature of their positions, shall avoid actions and relationships which could result in a conflict between their private financial interests and their public responsibilities. Commissioners shall not violate the conflict-of-interest provisions of these Bylaws, Chapters 42.20 and 42.23 RCW, or any other applicable statute.

Recognizing that even the appearance of impropriety should be avoided, no commissioner shall:

(i) Be beneficially interested in or otherwise expect to profit from, directly or indirectly, any contract, sale, lease or purchase made by the

District, except as specifically permitted under RCW 42.23.030, as now in effect or hereafter amended, or under other applicable law;

(ii) Accept, directly or indirectly, any compensation, gratuity, favor or award from any party seeking to do business with the District, or in connection with any contract made by the District, other than (a) compensation and reimbursement for expenses as provided by law, or (b) compensation in connection with contracts permitted under RCW 42.23.030, as now in effect or hereafter amended, or under other applicable law;

(iii) Employ, use or appropriate any District employee, money or property for his or her private benefit;

(iv) Hold any office, engage in any employment or occupy any position, public or private, which could create conflicts between the duties, interests and opportunities inherent in such office, employment or position and the commissioner's public responsibilities as a member of the Board;

(v) Reveal or divulge to any other party, unless authorized by the Board, any confidential information received in the performance of his or her duties as a commissioner, nor use such information for personal gain.

Any commissioner, upon discovering or suspecting that he or she has or may have a conflict of interest contrary to the policies and standards set forth in this section, shall promptly report the same to the Board.

ARTICLE III OTHER OFFICERS

Section 1. Superintendent.

1.1. Appointment. The Board shall select and appoint as superintendent a competent and experienced chief executive officer who shall be its direct representative in the management of the District. The superintendent shall be appointed for an indefinite term, removable at the will of the Board, and shall receive such compensation as the Board shall establish by resolution. The appointment or removal of the superintendent shall be by resolution, introduced at a regular meeting and adopted at the same or a subsequent regular meeting by a majority vote of the Board.

1.2. Powers and Duties. The superintendent shall be the chief executive and administrative officer of the District. As representative of the Board, and subject to its policies, the superintendent shall be responsible for the efficient administration of all affairs of the District and shall be in direct charge with full authority to act.

In the performance of his or her duties prescribed by law, all of which shall be faithfully discharged, and not by way of limitation of his or her authority, the superintendent shall:

(i) Perfect and submit to the Board for approval a plan of organization for the personnel concerned with the operation of the District, which shall be periodically reviewed;

(ii) Prepare annually a budget or budgets showing anticipated receipts and expenditures for the ensuing fiscal year which shall be submitted to the Board to allow timely filing and hearing thereon before adoption as required by law;

(iii) Select, employ, control and discharge all employees authorized by the applicable budget, assuring that they are competent to perform their duties and establishing appropriate quality assurance mechanisms;

(iv) Assure that all buildings, equipment and other facilities are maintained in good repair;

(v) Furnish periodic recommendations to the Board with respect to the acquisition, development and extension of desirable facilities, equipment and services;

(vi) Supervise through the treasurer and auditor all business affairs including the disbursement of funds, recording of financial transactions, collection of accounts and purchase and issue of supplies;

(vii) Cooperate with staff and secure like cooperation on the part of all those concerned with rendering professional services;

(viii) Submit regularly to the Board reports regarding the services and financial activities of the District along with any special reports that may be requested by the Board;

(ix) Prepare agenda for and attend all meetings of the Board at which he or she may participate in the discussion of matters being considered;

(x) Execute on behalf of the District all such contracts, agreements and other documents and papers as he or she may deem appropriate within the scope of his or her authority or be authorized by resolution of the Board to sign; and

(xi) Undertake on his or her own initiative the performance of such other duties, consistent with law and the policies of the Board, as may be in the best interest of the District.

Section 2. Auditor. The Board shall appoint as auditor of the District a person experienced in accounting and business practices.

The auditor shall report in the performance of his or her duties directly to the superintendent. The auditor shall draw, sign and issue all warrants for the disbursement of funds of the District upon the orders of, or vouchers approved by, the Commission; and shall perform such other duties relating to business affairs of the District including the recording of financial transactions, collection of accounts, and the routine purchase and issue of supplies, as are assigned by the superintendent.

Section 3. Treasurer. The Commission by resolution shall appoint and designate a person having experience in financial and fiscal matters as treasurer, subject to the requirement of an adequate bond with an authorized surety company.

The treasurer shall receive, deposit and disburse all funds of the District in the manner provided by law under the supervision of the superintendent and as directed by resolutions of the Board to the extent of its lawful discretion.

ARTICLE IV INDEMNIFICATION AND INSURANCE

Section 1. Indemnification. The District shall indemnify and hold harmless to the full extent permitted by applicable law each person who was or is made a party to or is threatened to be made a party to, or is involved (including, without limitation, as a witness) in an actual or threatened action, suit or other proceeding, whether civil, criminal, administrative or investigative by reason of the fact that he or she is or was a commissioner, officer, employee or agent of the District, or having been such a commissioner, officer, employee or agent, he or she is or was serving at the request of the District as a director, officer, employee, agent, trustee or in any other capacity of another corporation or of a partnership, joint venture, trust or other enterprise, including service with respect to employee benefit plans, whether the basis of such proceeding is alleged action or omission in an official capacity or in any other capacity while serving as a commissioner, officer, employee, agent, trustee or any other capacity, against all expense, liability, and loss (including, without limitation, attorneys' fees, judgments, fines, ERISA excise taxes or penalties in amounts to be paid in settlement) actually or reasonably incurred or suffered by such person in connection therewith. Such indemnification may continue as to a person who has ceased to be a commissioner, officer, employee or agent of the District and shall inure to the benefit of his or her heirs, and personal representatives.

Section 2. Insurance. The District may purchase and maintain insurance, at its expense, to protect itself and any commissioner, officer, employee, agent or trustee of the District or another corporation, partnership, joint venture, trust or other enterprise against any expense, liability or loss to the full extent permitted by applicable law.

ARTICLE V CONSTRUCTION, INTERPRETATION AND CONVENTIONS

Section 1. Gender and Number. As used in these Bylaws, personal pronouns shall be interpreted to refer to persons of either gender and relative words whenever applicable to more than one person shall be read as if written in the plural.

Section 2. Titles, Headings and Captions. The titles, headings and captions appearing in these Bylaws are used and intended for convenience of description or reference only and shall not be construed or interpreted to limit, restrict or define the scope or effect of any provision.

Section 3. Severability. If any provision of these Bylaws, or its application to any person or circumstance, is held invalid by a court of competent jurisdiction, the remainder of these Bylaws, or the application of the provision to other persons or circumstances, shall not be affected.

**ARTICLE VI
REVIEW AND AMENDMENT**

These Bylaws shall be reviewed by the Board on an annual basis at its regular meeting in December. These Bylaws may be amended at any time by resolution of the Board introduced at a regular meeting and adopted at a subsequent regular meeting.

ADOPTED this 20th day of November, 2019.

President and Commissioner

Commissioner

Commissioner

Commissioner

Secretary and Commissioner

PUBLIC HOSPITAL DISTRICT NO. 2
SNOHOMISH COUNTY, WASHINGTON
RESOLUTION NO. 2019-11

A RESOLUTION of the Commission of Public Hospital District No. 2, Snohomish County, Washington (the “District”), appointing Jennifer Piplic as superintendent of the District.

WHEREAS, RCW 70.44.070 requires the District to appoint a superintendent of the District (the “Superintendent”); and

WHEREAS, RCW 70.44.070 further requires that the Superintendent be appointed for an indefinite time and be removable at the will of the Commission; and

WHEREAS, RCW 70.44.080 provides that in the absence of the Superintendent a competent person shall be appointed by the commission to serve as interim Superintendent; and

WHEREAS, Dr. Robin Fenn, served as the District’s Superintendent until the effective date of her resignation on November 15, 2019, and was available on a limited basis beginning October 31, 2019; and

WHEREAS, the Commission appointed Jennifer Piplic to serve as the District’s interim Superintendent effective October 31, 2019, and now desires to appoint her as the Superintendent; NOW, THEREFORE,

BE IT RESOLVED by the Commission of Public Hospital District No. 2, Snohomish County, Washington, that effective as of November 20, 2019, Jennifer Piplic, is hereby appointed as the Superintendent of the District.

BE IT FURTHER RESOLVED by the Commission of Public Hospital District No. 2, Snohomish County, Washington, that so long as Ms. Piplic serves as the Superintendent, she shall be compensated at a salary level equal to the salary level paid to Dr. Fenn immediately prior to her resignation as the District’s Superintendent.

ADOPTED AND APPROVED by the Commission of Public Hospital District No. 2, Snohomish County, Washington, at a regular open public meeting thereof this 20th day of November, 2019, the following Commissioners being present and voting in favor of the adoption of the resolution.

President and Commissioner

Commissioner

Commissioner

Commissioner

Secretary and Commissioner

I, the undersigned, Secretary of the Commission of Public Hospital District No. 2, Snohomish County, Washington, hereby certify that the attached copy of Resolution No. 2019-11 is a true and correct copy of the original resolution adopted on November 20, 2019, as that resolution appears on the Minute Book of the District.

DATED this 20th day of November, 2019.

Karianna Wilson
Secretary of the Commission

November 2019 Marketing Report

Mental Health Community Event

- Messages from Sean Locklear and Jordan Babineaux focused on self-reflection related to their own mental health, especially for Sean who has social anxiety and works daily to manage it. Jordan talked more about self-purpose as he has gone through transitions in life (career changes, questioning who is he), and he also discussed the need he sees in our society to increase the amount of listening and empathizing we do. They discussed the need for positive role models for youth to model these behaviors. Both also reflected on the internal and external pressure and expectations they experienced while playing in the NFL and the stigma surrounding seeking help or someone to talk to. Both also acknowledged the NFL's recent work to support mental health issues as a step in the right direction.

Verdant Healthier Community Conference

- Postponed for 2020 while superintendent search is conducted.

Coming events

- Board retreat on Dec. 6-7, 2019

Balance Sheet
As of October 31, 2019

	A	B	C	D
	Dec 31, 2018	Oct 31, 2019	\$ Change	Comments:
1 ASSETS				
2 Current Assets				
3 Cash Balance	2,863,276	2,684,723	(178,553)	
4 Other Current Assets	47,865,697	52,943,770	5,078,072	Includes Investments
5 Total Current Assets	50,728,973	55,628,493	4,899,520	
6 Total Long-term & Fixed Assets	44,873,691	43,382,537	(1,491,153)	Includes Depreciation
7 TOTAL ASSETS	95,602,664	99,011,030	3,408,366	
8 LIABILITIES & EQUITY				
9 Liabilities				
10 Current Liabilities	2,176,028	2,214,469	38,441	
11 Long-term Liabilities	1,073,890	1,022,198	(51,691)	2012 LTGO Bonds/BHCF
12 Total Liabilities	3,249,917	3,236,667	(13,250)	
13 Total Equity	92,352,746	95,774,363	3,421,616	Annual Net Income/(Loss)
14 TOTAL LIABILITIES & EQUITY	95,602,664	99,011,030	3,408,366	

Profit & Loss
October 2019

	A	B	C	D	E	F
	Oct Actual	Oct Budget	Fav/(Unfav)	YTD Actual	YTD Budget	Fav/(Unfav)
1 INCOME						
2 Ordinary Income	926,074	924,580	1,494	9,088,810	9,067,452	21,358
3 EXPENSES						
4 Operating Expenses	178,457	220,713	42,256	1,833,778	1,981,177	147,399
5 Depreciation Expense	144,380	144,042	(338)	1,470,979	1,470,379	(600)
6 Program Expenses	589,398	681,490	92,093	5,997,158	7,309,704	1,312,546
7 Total Expenses	912,235	1,046,246	134,011	9,301,915	10,761,260	1,459,345
8 OTHER INCOME/(EXPENSE)						
9 Total Other Income/(Expense)	355,355	241,828	113,527	3,634,721	2,418,277	1,216,444
10 NET INCOME/(LOSS)	369,194	120,162	249,032	3,421,616	724,469	2,697,147

Monthly Highlights
October 2019

Verdant received dividends payments of \$86,867 and a unrealized gain of \$76,043 on our investment portfolio in October which closed with an ending market value of \$52,242,150.

Program grant commitments total \$6,508,707 for 2019 and \$4,647,004 for 2020 excluding BHCF.

Revenue of \$108,881 and expenses of \$70,516 from the Kruger Clinic were incurred, netting to an additional operating income of \$38,365 in October.

Public Hospital District #2

Warrant Number	Transaction Date	Payee	Amount	Purpose
Warrant Activity:				
13884	10/02/2019	Armstrong Maintenance, LLC	1,100.00	Janitorial
13885	10/02/2019	Puget Sound Energy	49.26	Natural Gas
13886	10/02/2019	WA Department of Revenue	19,571.10	Q3 2019 Leasehold Excise tax return
13887	10/02/2019	Waste Management	337.54	Garbage
13888	10/02/2019	Ace Internet Services, Inc.	7,920.56	Computer replacement/Windows10 update
13889	10/02/2019	Azose	3,240.00	Oct Property Management
13890	10/02/2019	ELTEC Systems, LLC	277.92	Oct 2019 Elevator Maintenance
13891	10/02/2019	Alexander Printing Co, Inc	437.69	Annual Report Printing
13892	10/03/2019	Ash Consulting	568.75	Accounting Support
13893	10/03/2019	Consolidated Landscape Maintenance, Inc.	440.90	Oct 2019 Landscaping maintenance
13894	10/03/2019	Cascade Security Corporation	512.00	Oct 2019 Parking Lot Security
13895	10/03/2019	Northwest Health Law Advocates	1,920.00	WC 269 - Public Charge Training
13896	10/03/2019	Entre Hermanos	150.00	WC 273 - Public Charge Training
13897	10/03/2019	Laura Miramontes	324.00	WC 261 - Childcare
13898	10/03/2019	Susana Flores	255.00	WC 262 - Childcare
13899	10/03/2019	Yasaura Carvajal	219.00	WC 263 - Childcare
13900	10/03/2019	EPromos	1,500.00	Verdant pens
13901	10/09/2019	AmeriFlex Business Solutions	17.25	Oct 2019 FSA Administration
13902	10/09/2019	Comcast	530.17	Telephone/Internet
13903	10/09/2019	Dataworks	1,614.10	IT support
13904	10/09/2019	Jason Becker Creative	1,620.00	Annual Report, Canopy Fall 2019 and photos and design/layout
13905	10/09/2019	Snohomish County PUD	1,078.51	Electricity
13906	10/09/2019	Sound Publishing, Inc.	78.40	Legal Notice 10/09 Board Meeting
13907	10/09/2019	Comcast	330.22	Telephone/Internet
13908	10/09/2019	Sound Dietitians	4,227.62	WC 223 & WC 222 - Nutrition Consulting and Healthy Living Coaching Group
13909	10/16/2019	Consolidated Landscape Maintenance, Inc.	150.28	Fall sprinkler shut off
13910	10/16/2019	Cristina Almeda	250.00	WC 282 - Beverage Service
13911	10/16/2019	Daniella Valeska Ochoa	970.00	WC 267 - Familias Saludables 9/14 & 9/16 & Latina Conference
13912	10/16/2019	Rene de los Santos	150.00	WC 275 - Dance Demo at Latina Health Conference
13913	10/16/2019	Sound Publishing, Inc.	705.00	Advertising for Diabetes on the Rise on 9/28 and Latina Health Conf 10/12
13914	10/16/2019	Velia Lara	199.08	Rental of linen table clothes for Latina Conference
13915	10/16/2019	Verizon	112.64	Cell phone
13916	10/16/2019	Yasaura Carvajal	53.30	Item for raffle at Latina Health Conference
13917	10/16/2019	Payden & Rygel	8,690.00	9/1-9/30/19 Investment Advisory Services
13927	10/16/2019	Laura Evelia Garcia	300.00	WC 279 - Latina Health Conference
13919	10/16/2019	Vanesa Gutierrez	300.00	WC 277 - Latina Health conference
13926	10/16/2019	Huber, Sandra	1,490.41	Employee Reimbursement
13920	10/16/2019	Ankrom Moisan	317.97	Office furniture reconfigure
13921	10/16/2019	Armstrong Maintenance, LLC	1,100.00	Janitorial service
13922	10/16/2019	Lani Miller	329.21	WC 228 - VCWC Cooking Demo
13923	10/16/2019	Staples	481.91	Supplies
13924	10/16/2019	Tulalip Resort Casino	444.00	Deposit for Board Retreat
13925	10/16/2019	Dynamic Language	144.06	ASL Interpreter for EBT Cooking Demo Class

Warrant Number	Transaction Date	Payee	Amount	Purpose
Warrant Activity:				
13930	10/16/2019	Lani Miller	890.26	WC 264 - Familias Saludables en Accion
13933	10/23/2019	Laura Evelia Garcia	-	VOID: WC 279 - Latina Health Conference
13928	10/16/2019	Sara Prato, RD	1,554.16	WC 224 - Mediterranean for Life
13929	10/16/2019	Seattle Food Nut	568.41	WC 229 - Nutrition Programming
13931	10/16/2019	Neural Shifts	300.00	WC 278 - Latina Health Conference
13932	10/16/2019	Claudia Hernandez	1,000.00	Flowers and decoration for Latina Health Conference
13934	10/23/2019	Analia Bulczynsky	440.00	Desserts for Latina Health Conference
13935	10/23/2019	Bank of America - Trust	2,500.00	Annual trust fee for US Trust for Jon Smiley Account
13936	10/23/2019	La Cazuela Restaurante Inc	3,926.30	WC 281 - Catering for Latina Health Conference
13937	10/23/2019	Largo Tents	530.00	WC 288 - Rental of Tables for Latina Health Conference
13938	10/23/2019	Lynnwood Chamber of Commerce	284.00	Annual Dues 2019
13939	10/23/2019	Neopost	60.00	Postage
13940	10/23/2019	Wells Fargo	5,142.46	Credit Card Payment
13941	10/23/2019	Wells Fargo	4,525.20	Credit Card Payment
13942	10/23/2019	Laura Miramontes	169.50	WC 261 - Childcare
13943	10/23/2019	Susana Flores	157.50	WC 262 - Childcare
13944	10/23/2019	Yasaura Carvajal	147.00	WC 263 - Childcare
13945	10/23/2019	City of Lynnwood	1,397.00	Sept 2019 Staffing
13946	10/23/2019	Consolidated Press Printing Company, Inc	11,438.84	Printing and mail prep of Fall 2019 Canopy
13947	10/23/2019	Encore Business Solutions	215.00	Dynamics support
13948	10/23/2019	Monica Huitron Photography	500.00	WC 283 - Photography at Latina Health Conference
13949	10/23/2019	Oye Producciones	1,450.00	Tech support and Video Recording at Latina Health Conference
13950	10/23/2019	Principal	1,585.56	EE Life Support
13951	10/23/2019	Regence Blueshield	5,263.98	Nov 2019 Health Insurance
13952	10/23/2019	WA State Dept of Labor & Industries	83.02	3Q19 Self Insurance Fund
13953	10/23/2019	PeopleSpace	6,374.58	Deposit for Furniture for VCWC
13954	10/30/2019	Alexander Printing Co, Inc	138.64	Annual Report
13955	10/30/2019	City of Lynnwood - Utilities	722.70	Water/Sewer
13956	10/30/2019	Dataworks	1,647.87	IT support
13957	10/30/2019	Electronic Business Machines	48.54	10/22-11/21/19 Copy Machine
13958	10/30/2019	Maria G Casey	2,400.00	WC 272 - Catrinas 3-day art class & Latina Health Conference
13959	10/30/2019	Puget Sound Energy	52.86	Natural Gas
13960	10/30/2019	Sound Publishing, Inc.	39.20	Legal Notice 10/23 Board Meeting
13961	10/30/2019	University of Washington/Forefront	300.00	Training Fee for Learn Save Lives - 11/9/19 community event
		Total Warrants	<u>120,360.43</u>	

Transaction Date	Payee	Amount	Purpose
Wire/ACH Activity:			
10/11/2019	Payroll	18,487.41	ACH payroll transfer
10/11/2019	Department of Treasury/State of WA	6,248.12	Payroll taxes
10/11/2019	Valic	3,845.42	Payroll 401(a)/457 Deposit
10/25/2019	Payroll	20,770.92	ACH payroll transfer
10/25/2019	Department of Treasury/State of WA	6,528.24	Payroll taxes
10/25/2019	Valic	3,765.07	Payroll 401(a)/457 Deposit
10/25/2019	Payroll	8,100.52	ACH payroll transfer Lisa King PTO payout
10/25/2019	Department of Treasury/State of WA	5,142.77	Payroll taxes
10/07/2019	Ameriflex	237.31	EE FSA Payments
10/15/2019	Ameriflex	66.56	EE FSA Payments
10/18/2019	Ameriflex	232.31	EE FSA Payments
10/25/2019	Ameriflex	143.35	EE FSA Payments
10/04/2019	ADP	57.75	Fee for payroll processing
10/10/2019	Wells Fargo	108.71	Merchant Services
10/18/2019	ADP	116.35	Fee for payroll processing
10/25/2019	WA Department of Revenue	840.82	B&O/Retailing Sales Tax for September 2019
10/15/2019	Boys & Girls Club of Snohomish County	24,583.33	Program Payment
10/15/2019	Cascade Bicycle Club Education Foundation	2,666.67	Program Payment
10/15/2019	Center for Human Services	36,029.16	Program Payment
10/15/2019	ChildStrive	50,150.16	Program Payment
10/15/2019	City of Lynnwood	8,718.33	Program Payment
10/15/2019	Compass Health	17,386.40	Program Payment
10/15/2019	Domestic Violence Services Snohomish Co	13,566.50	Program Payment
10/15/2019	Edmonds School District No. 15	132,538.75	Program Payment
10/15/2019	Edmonds Senior Center	9,666.67	Program Payment
10/15/2019	Homage Senior Services	60,586.67	Program Payment
10/15/2019	Kinderling	11,862.67	Program Payment
10/15/2019	Korean Women's Association	5,000.00	Program Payment
10/15/2019	Latino Educational Training Institute	5,416.66	Program Payment
10/15/2019	Medical Teams International	8,100.00	Program Payment
10/15/2019	Parent Trust for WA Children	5,000.00	Program Payment
10/15/2019	Prescription Drug Assistance Foundation	4,583.33	Program Payment
10/15/2019	Project Access Northwest	10,416.67	Program Payment
10/15/2019	Puget Sound Christian Clinic	47,495.50	Program Payment
10/15/2019	Puget Sound Kidney Centers Foundation	12,500.00	Program Payment
10/15/2019	South Snohomish County Fire & Rescue	36,103.34	Program Payment
10/15/2019	Therapeutic Health Services	20,833.33	Program Payment
10/15/2019	Volunteers of America Western WA	6,750.42	Program Payment
10/15/2019	Wonderland Development Center	28,839.58	Program Payment
	Total Wires/ACH Transactions	<u>633,485.77</u>	

Transaction Date	Payee	Amount	Purpose
Kruger Clinic Activity:			
1227-1244	misc Various Claimants/Vendors	<u>21,627.79</u>	Administered by Azose
Work Comp Activity:			
305430-431	misc Various Claimants/Vendors	<u>382.94</u>	Administered by Eberle Vivian
Total Disbursements		<u><u>\$ 775,856.93</u></u>	

Transaction Date	Payer	Amount	Purpose
Deposits:			
10/1/2019	Swedish/Edmonds	782,863.91	Monthly hospital lease
10/1/2019	Swedish/Edmonds	69,276.28	Kruger Clinic monthly lease
10/1/2019	Value Village	27,614.77	Monthly lease
10/3/2019	Puget Sound Gastro	28,333.24	Kruger Clinic monthly lease
10/7/2019	Raymond Liu, D.D.S.	3,830.67	Kruger Clinic monthly lease
10/10/2019	Snohomish County	38,235.29	Levy
10/24/2019	Allied Dermatology	7,355.79	Kruger Clinic monthly lease
10/24/2019	Healthcare Realty Services, Inc.	4,663.72	Ground Lease
10/3/2019	Somow Mujeres Latinas Washington	200.00	Sponsorship of Latina Health Conference
10/4/2019	Jessica Hunter on behalf of Delores Reyes	100.00	Sponsorship of Latina Health Conference
10/7/2019	United Healthcare	200.00	Sponsorship of Latina Health Conference
Misc	Misc Registrations	1,610.00	Registration for Latina Health Conference
Misc	VCWC Registration	120.00	Registration for VCWC Classes
10/30/2019	ADP	575.55	Refund of Q3 Workers Comp Taxes - Electronic filing failed
10/31/2019	Swedish/Edmonds	782,863.91	Monthly hospital lease
10/31/2019	Puget Sound Gastro	28,333.29	Kruger Clinic monthly lease
Total Deposits		<u><u>\$ 1,776,176.42</u></u>	

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 13884 through 13961 have been issued for payment in the amount of \$120,360.43. These warrants are hereby approved.

Attest:

Erica Ash

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Warrants Processed:	10-1-19 – 10-31-19		\$120,360.43
Work Comp Claims Pd:	10-1-19 – 10-31-19		382.94
Kruger Clinic Processed:	10-1-19 – 10-31-19		21,627.79
Payroll:	9-22-19 – 10-5-19	18,487.41	
	Lisa King PTO payout	8,100.52	
	10-6-19 – 10-19-19	<u>20,770.92</u>	
			47,358.85
Electronic Payments:	Payroll Taxes	17,919.13	
	Payroll Processing	174.1	
	Valic Retirement	7,610.49	
	FSA Payments	679.53	
	Bank Fees	108.71	
	WA State Dept Revenue	840.82	
	Program Expenditures	<u>558,794.14</u>	
			<u>586,126.92</u>
	Grand Total		<u>\$775,856.93</u>

Program Oversight Committee Summary Report November 2019

- One renewal application for discussion:

1. Homage	Request Year 1	Request Year 2	Request Year 3
	\$139,437	\$143,614	\$147,919
<p>Program Description: Care Coordination – South Snohomish County A renewal request for Homage to provide care coordination to mostly older adults and people with disabilities from our district who are being discharged from the hospital in an effort to stabilize their home needs and prevent readmission. Most clients are referred by Swedish Edmonds, South County Fire & Rescue, and Edmonds Family Medicine. Following an assessment, Homage will provide services and support based on the client’s immediate and long-term needs. These services may include: facilitating access to client’s PCP, providing home meals/nutrition support, arranging transportation services, providing training for self-management of chronic conditions, making repairs in the home, accessing mental health services, etc.</p>			
Expected Results	<p>Homage anticipates serving 250 unduplicated individuals annually in this program. Homage proposes modifications to the evaluation component of this application and plans to use a new pre and post test to track the following anticipated outcomes: increase participant’s understanding of their health condition and how to treat it, increase participant’s ability to access resources to manage their health & safety, increase participant’s feelings of self-efficacy and mental health in relation to their condition, decrease the number of ER visits and re-hospitalizations. Homage will also track additional figures: number of and categorization for chronic conditions, the insurance payer, the number of Community Resource Paramedic referrals, the number of homeless clients, and the number of ER visits or readmissions to the hospital.</p>		
Use of Funds & Costs	<p>The current grant funding level is \$135k per year for two years. This request includes a 2% increase in the budget for each of the next three years. CMS has begun to adjust their rules to begin paying for this type of work, and Homage plans to advocate for these changes and pursue these opportunities when possible.</p>		

Program Committee Recommendations (Commissioners Knowles and Wilson)

Recommended for Funding:

- **Homage:** The committee is recommending funding the program in full and believes the program aligns with Verdant priorities to increase access to services. The committee requests the contract includes language to revisit the terms of the agreement in the event CMS adjusts its billing rules.

Future Grant Renewal Requests

Process for Renewals:

- The committee intends to review renewal applications on an individual basis during this transition time when new grant requests have been put on pause. We expect to receive 4 or 5 renewal applications for consideration in December.

Completed Programs (October/November)

1. General Community and Provider Events	Attendance
1. Monthly Hero's Café for Veterans (10/22; November 26)	100+
2. MTI Dental Van – Root Canal Clinic (10/30)*	4-6
3. League of Women Voters Children's Health Committee (11/1)	8
4. Verdant Partner Roundtable (11/1)	30
5. ARC Mothers of Children with Disabilities Monthly Support Network (11/2)	19
6. Parkinson's Disease Support Group (11/4)	8-12
7. Hanen Parent Workshop for Kids with Speech Delays (11/6 – 12/11)	10/session
8. Korean Women's Association Everyday Prevention Workshops (11/7)*	40
9. Family Caregiver Support Group (11/7)	8-10
10. Pulmonary Hypertension Support Group	6
11. Child Strive Early Intervention Staff Meeting (11/12)	48
12. Snohomish County Early Intervention Program Providers Meeting (11/14)	16
13. Homage – Medicare Open Enrollment (11/15)	6-8 appts
14. Welcome to Medicare (11/15)	14
15. Ongoing – Community Support for Prescription Assistance (weekly)*	Varies

2. Nutrition and Healthy Behaviors	Attendance
1. Survive and Thrive with Kidney Disease (10/9 – 11/13)*	15/session
2. Yoga Using Tune Up Therapy Balls (10/17 – 11/21)*	6/session
3. Weekly Healthy Living Coaching Group (10/ 22, 29; 11/5, 12, 19, 26)*	4-12/session
4. Cooking Demo for Adults on SNAP – Monthly FINI Training (10/24)*	23
5. Metabolic Syndrome: Facts & Food with a Doc & a Dietitian (10/30)*	21
6. Diabetes-friendly Living Series (11/6 - 27)*	13/session
7. Cooking with Confidence (11/6, 13, 20)*	8/session
8. Teens in the Kitchen – Baking Healthy & Delicious Cookies & Cupcakes (11/9)*	14
9. Getting to Goal Weight Reduction Program (1:1 Appts with an RDN)	Varies

3. Behavioral Health & Substance Use	Attendance
1. Managing Difficult Emotions Support Group (9/24 – 11/12)*	8/session
2. Grief and Loss Support Group (10/2 – 11/20)*	6-8/session
3. Behavioral Health Integration Meeting (10/23)	20
4. Drug Use in Teens: A Parent Session (10/ 24)	12
5. NAMI Connections Mental Health Support Group (10/24; 11/14)	6-10/session
6. Gender Diversity Family Support Group (11/10)	10
7. Building Appropriate Self Esteem in your Child (11/14)	8
8. Association of Psychiatric Nurse Practitioners Leadership Retreat (11/16)	8
9. Adult Children of Alcoholics Weekly Support Group (weekly)	Varies
10. Veterans Drop-In Support (weekly - Lynnwood & monthly - County)	Varies

4. Other Programs	Attendance
1. Play and Learn Group, Wonderland Development Center (weekly)*	20+/week

Upcoming Programs (November/December)

A. General Community and Provider Events

1. Hanen Parent Workshop for Kids with Speech Delays (November 6 – December 11)
2. Monthly Hero's Café for Veterans (November 26; Dec 17)
3. MTI Dental Van – Root Canal Clinic (November 27; Dec 11)*
4. City of Lynnwood Healthy Communities Retreat (December 3)
5. Foster Parent Core Training Series (December 5, 11, 12, 19)
6. Korean Women's Association Everyday Prevention Workshops (December 5)*
7. Family Caregiver Support Group (December 5)
8. Strategic Collaboration Meeting (December 5)
9. Parkinson's Disease Support Group (December 6)
10. ARC Mothers of Children with Disabilities Monthly Support Network (December 7)
11. Opportunity Council Child Care Provider Training (December 7)
12. Special Education Parent Group Meeting (December 9)
13. Resource Connectors Meeting (December 10)
14. Snohomish County Early Intervention Program Providers Meeting (November 14)
15. Swedish Core Leadership Retreat (December 19)
16. Welcome to Medicare ((December 20)
17. Sea Mar Regional Staff Meeting (December 20)
18. Bloodworks Northwest Blood Drive (December 28)

B. Nutrition and Healthy Behaviors

1. Diabetes-friendly Living Series (November 6 - 27)*
2. Navigating Diabetes Today - Monthly Series: Holiday-friendly Recipes Cooking Demo (November 20)*
3. Cooking Demo: Making Holiday Pies (November 25)*
4. Puget Sound Kidney Center Holiday Cooking Class (December 4)
5. Learn & Taste: Managing Stress with Breathing, Gentle Yoga and Healing Nutrition (December 5)*
6. Cooking Demo: Holiday Gifts from the Kitchen (December 11)*
7. Cooking Demo: Making Holiday Sauces & Condiments (December 16)*
8. Navigating Diabetes Today – Managing Stress over the Holidays & Everyday (December 18)*
9. Weekly Healthy Living Coaching Group (November 19, 26; December 3, 10, 17)*
10. Cooking Demo for Adults on SNAP – Monthly FINI Training (November 21; December 19)*

C. Behavioral Health & Substance Use Focus

1. Grief and Loss Support Group (October 2 – Nov 20)*
2. Survivors of Suicide Loss Day (November 23)
3. NAMI Connections Mental Health Support Group (November 28; December 12)
4. Brain Health & Wellness Workshop (December 12)
5. Adult Children of Alcoholics Weekly Support Group (weekly)
6. Veterans Drop-In Support (weekly - Lynnwood & monthly - County)

* = Grant / Program Funded Partners

October 2019 Multicultural Program & Outreach Report

- **Latinx Executive Board Meeting 10/14/19:** each month community leaders get together to discuss emerging as current health issues for the Latino community, creating opportunities to inform policy decisions in Washington State. As a member, I get to bring the voice of Snohomish County to the table
- **Positive Discipline in Spanish- Sept 13th through October 25th:** This is a 7-week series for Parenting with Positive Discipline for Spanish speaking community members. This series is for parents who are looking for long-term parenting skills that will encourage their children to think for themselves, become more responsible and have a greater respect for themselves and others. The teachings of Positive Discipline are filled with non-punitive, respectful methods that will incorporate kindness and firmness into parenting, help parents get to the core of their child's misbehavior, bring more joy into the home and give parents a sense of accomplishment.
- **Monthly Women's support group:** Verdant is support the mental and emotional health of Latina women offering a place to meet, discover and move forward. Sometimes, women who are living through difficult experiences that increase their level of stress and impact their health, who seek to share the experiences, those who want to find a place of understanding meet at Verdant on the 3rd Tuesday of the month under the supervision of a certified mental health professional.
- **Latina Health Conference, Oct 12, 2019 Community Life Center:** the event surpassed our expectations, with over 125 people in attendance. The key note speakers focused on mental health, stress release, how your brain works for changes to your health, the healing power of forgiveness and the importance of self-care. The reviews are in and we had praise from the speech given by our commissioner Fred Langer to the self-care tips and suggestions.