

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

**BOARD OF COMMISSIONERS**

**Regular Meeting**

**via Zoom**

**January 27, 2021**

**Commissioners  
Present**

Dr. Jim Distelhorst, Secretary (via Zoom)  
Karianna Wilson, Commissioner (via Zoom)  
Deana Knutsen, Commissioner (via Zoom)  
Fred Langer, Commissioner (via Zoom)

**Excused  
Absence**

Bob Knowles, President

**Staff**

Lisa Edwards, EdD, Superintendent (via Zoom)  
Jennifer Piplic, Marketing Director (via Zoom)  
Sue Waldin, Community Wellness Program Manager (via Zoom)  
Sandra Huber, Community Engagement Manager (via Zoom)  
Nancy Budd, Community Social Worker (via Zoom)  
Zoe Reese, Director of Community Impact (via Zoom)  
Tammy Keuser, Director of Finance and Operations (via Zoom)  
Michele Fettel, Interim Executive Assistant/Office Manager (via Zoom)  
Erica Ash, Ash Consulting (via Zoom)

**Guests**

Michel Melseaux, WA State Auditor's Office (via Zoom)  
Kirk Gadbois, WA State Auditor's Office (via Zoom)  
Kristina Baylor, WA State Auditor's Office (via Zoom)  
Frank Fox, PhD, Principal Health Trends  
Anonymous members of the public (via Zoom)

**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 Secretary Distelhorst.

**Approval of  
Minutes**

**Motion was made, seconded and passed unanimously to approve** the minutes of the regular board meeting on December 16, 2020. (E:01:21)

**Introduction of  
Kara Turner, HR  
Consulting**

Dr. Edwards introduced Kara Turner of Turner Consulting, as the new HR consultant. Kara gave a brief description of her background. She will help to finalize the Employee Handbook and support the team as needed.

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## **State Audit Presentation**

Ms. Baylor, Mr. Gadbois and Mr. Melseaux of the state auditor's office reviewed the completed Verdant audit. This included an Accountability Audit and a review of the district's independent financial audit. Within the Accountability Audit, there were three specific areas reviewed: Accounts Payable, Payroll, Financial Condition. A recommendation regarding accounts payable was given to Superintendent Edwards. Payroll and Financial Condition had no recommendations. The review of the CPA Financial Statement Audit found all communications to be sufficient.

The auditors advised Verdant that they are launching a new tracking tool to help all parties follow up on audit findings. While there are no findings in this audit, they recommended that Verdant sign up so they could track any notifications related to Verdant or any other entity that they would be interested in following.

Closing remarks noted that all costs were in alignment with the estimate given. The next audit will be in fall 2021. It will again review the independent CPA firm's financial audit and conduct an Accountability Audit.

The report will be published on their website next week, and they will send a survey link for staff and commissioners to complete.

The auditor's final note was that Dr. Edwards and Erica Ash were instrumental in keeping the audit costs low with their quick responses and open communication. (E:02:21)

## **Pediatric Inpatient Feasibility Study Presentation**

Frank Fox, PhD with Principal Health Trends presented the findings of the Verdant Health Commission Behavioral Health Feasibility Study January 2021. Frank reviewed the study findings regarding a 16-bed facility to house inpatient psychiatric patients focused on ages 5-24. He covered costs, demographics, and potential partners in this potential venture. (E:03:21)

## **Superintendent/ Marketing Report**

Dr. Edwards reported on the following items:

1. The Value Village site has been re-acquired and secured. Azose property management is facilitating security patrols, there is fencing securing the entrances and the alarm system is now controlled by Verdant.
2. The position of Director of Finance and Operations has been filled by Tammy Keuser and her start date was Monday, January 25, 2021.
3. The position of Executive Assistant/Office Manager has been filled by Tammy Weenink and she starts on Monday, February 8, 2021.

4. Community outreach continues for COVID-19 testing and vaccine distribution. There is a very high demand for the vaccine, and there is a limited quantity. Ms. Reese has been instrumental in coordinating the efforts by our community partners in both testing and vaccinating the public. Additional operation plans will be further communicated at the February board meeting.
5. Regarding community outreach, Dr. Edwards thanked commissioners for forwarding opportunities that they discover for Verdant to be engaged.
6. Dr. Edwards advised that Verdant is in communication with Dr. Balderas and Edmonds School District regarding wrap-around services and on-site dental services for students housing projects currently being considered.

**Executive Committee Report**

Secretary Distelhorst noted that the committee met on January 15, 2021 to review the agenda for the January 27, 2021 board meeting. No action was taken.

**Finance Committee Report**

Commissioner Langer noted that the committee met on January 21, 2021. Ms. Ash then reviewed the financial statements and cash activity for December 2020 (E:04:21).

**Authorization for Payment of Vouchers & Payroll**

Warrant Numbers 14488 through 14642 for December 2020 for payment in the amount of \$132,817.19 were presented for approval (E:05:21) by Commissioner Langer. **Motion to approve passed unanimously.**

**Resolution 2021:01 Surplus Property**

**Motion to approve passed unanimously** Resolution 2021:01 determining certain personal property to be surplus and no longer required for public hospital district purposes.

**Resolution 2020:02 Appointing Tammy Keuser as Auditor Floating Holiday**

**Motion to approve passed unanimously** Resolution 2021:02 appointing Tammy Keuser as auditor of the district effective February 8, 2021.

Ms. Ash shared insights into the requirement that Public Hospital Districts offer employees a floating holiday per the RCW. As a result, a floating holiday will be added to the Employee Handbook.

**Program Committee Update**

The Program Committee met on January 21, 2021. Commissioner Knutsen mentioned that there were no new or renewal program requests, and no conflicts of interest were reported by commissioners.

**COVID-19 Effect on Programs**

Ms. Reese indicated that there are two modifications to contracts, five Superintendent Discretionary Fund contracts, and zero expiring contracts (E:06:21).

**Motion to approve passed unanimously** Edmonds Senior Center Enhance Wellness/PEARLS Program grant modification to rollover 2020 budget of \$10,557.79 to 2021 budget ending 12/31/2021 for additional clinical services.

**Motion to approve passed unanimously** Washington Poison Control's Cannabis Prevention Program grant modification to roll over \$7000.00 to 2021 to be spent by 3/31/2021 for translation of materials.

Ms. Reese mentioned the five newly funded groups from the Superintendent Discretionary Fund: \$12,060.00 to Edmonds College for Winter Quarter Student Meal and Food Pantry from 01/11/2021-04/02/2021; \$34,880.00 to Medical Teams International for Q1 community-based COVID testing from 01/11/2021-02/28/2021; \$4,126.00 to South County Fire for staffing support for community-based COVID testing from 12/15/2020-12/31/2020; \$4,300.00 to Trinity Lutheran Church for a cold weather shelter street outreach from 01/01/2021-03/31/2021; and \$10,000.00 to Mountlake Terrace Senior Center for senior meal and social support from 12/01/2020-01/31/2021.

**Verdant  
Community  
Wellness Center  
Activities Update**

See Exhibit (E:07:21) for an update on activities at the Verdant Community Wellness Center for January 2021.

**Public Comments**

None

**Commissioner  
Comments**

Commissioner Knutsen inquired about the complaint received by the State Auditor's Office. Dr. Edwards explained that there were four concerns by one complainant; 1) Organizations located outside the district boundaries received grants, however, both service Snohomish County and these contracts covered district residents; 2) A grant was approved after a pause on funding was put in place, however this was found to be appropriate under the circumstances; 3) A grant was modified to relocate services, and this was not a new grant as the question was raised indicated; and 4) There was a decision made by the Finance Committee that was not presented to the Board of Commissioners in July or August 2020, however there was no basis for this concern. The goal moving forward is to have greater transparency with our staff and community particularly around funding opportunities. Commissioner Distelhorst commented on the limited availability of the Moderna vaccine.

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Commissioner Knutsen inquired if a person is still contagious if they have received the vaccine. The conclusion of the discussion that followed is that other vaccines eliminate that probability, and this vaccine is most likely similar.

Commissioner Wilson mentioned that historical policies and guidelines were impacting the slow distribution of the vaccine and how data was being transferred between entities. Ms. Reese advised that new software is being researched to encapsulate patient data more efficiently.

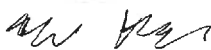
Commission Langer dismissed himself from the meeting at 9:30am

### Adjournment

The meeting was adjourned at 9:47 a.m.

### ATTEST BY:

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President

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Secretary

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