

VERDANT HEALTH COMMISSION  
PUBLIC HOSPITAL DISTRICT NO. 2 OF SNOHOMISH COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
Regular Meeting  
A G E N D A  
September 24, 2014  
8:00 a.m. to 9:20 a.m.

---

	<u>ACTION</u>	<u>TIME</u>	<u>PAGE</u>
A. Call to Order	---	8:00	---
a) Pledge of Allegiance			
b) Reminder on voice projection during board meetings			
B. Approval of the Minutes			
a) August 27, 2014 Board Meeting	Action	8:02	1-5
C. Executive Committee Report	Information	8:04	---
D. Board Finance Committee Report			
a) Review financial statement and cash activity	Information	8:10	6-9
b) Authorization for payment of vouchers and payroll	Action	8:14	10
c) Resolution 2014:06: Surplus property	Action	8:15	11-19
d) Approve Capital Asset Policy	Action	8:17	20-21
E. Program Committee Report & Recommendations			
a) Conflicts of interest	Action	8:19	---
b) Program investment recommendations	Action	8:20	22-25
F. Marketing Report	Information	8:35	---
G. Commissioner Comments	Information	8:40	---
H. Superintendent's Report	Information	8:45	---
I. Public Comments (please limit to three minutes per speaker)	---	8:50	---
J. Executive Session	---	9:00	---
a) Review personnel matter			
K. Open Session	---	9:15	---
L. Adjournment	---	9:20	---

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

**BOARD OF COMMISSIONERS**

**Regular Meeting**

**VHC Board Room**

**August 27, 2014**

<b>Commissioners Present</b>	Bob Knowles, President Deana Knutsen, Commissioner J. Bruce Williams, M.D., Commissioner Fred Langer, Commissioner
<b>Commissioners Excused</b>	Karianna Wilson, Commissioner
<b>Others Present</b>	Carl Zapora, Superintendent George Kosovich, Program Director Lisa King, Finance Director Jennifer Piplic, Marketing Director Sue Waldin, Community Wellness Program Manager Karen Goto, Executive Assistant Members of the community
<b>Guests</b>	Brad Berg, Legal Counsel/Foster Pepper Dr. Cole Alexander, Executive Director/Free Range Health
<b>Call to Order</b>	The Regular Meeting of the Board of Commissioners of Public Hospital District No. 2, Snohomish County, was called to order at 8:01 a.m. by President Knowles.
<b>Approval of Minutes</b>	<b><i>Motion was made, seconded and passed unanimously to approve</i></b> the minutes of the regular meeting on July 23, 2014. <b><i>Motion was made, seconded and passed unanimously to approve</i></b> the minutes of the special board meeting on August 7, 2014.
<b>Executive Committee</b>	President Knowles reported that the Executive Committee met on August 21, 2014 to review and approve the August 27, 2014 board meeting agenda. No action was taken.
<b>Legal Counsel</b>	Brad Berg reviewed the RCW on Conflicts of Interest

**Review on  
Conflict of  
Interest**

and provided an MRSC summary of the law and his legal summary (E:45:14) as it applies to municipal officers. The exceptions do not apply to public hospital district commissioners except for "remote interest." The additional procedural steps to follow for the exceptions to "remote interest" include:

1. The municipal officer must inform the board of any contract interest
2. The municipal officer is not to vote on the contract
3. The remote interest must be noted in the governing body's minutes before entering into the contract
4. The municipal officer cannot influence or attempt to influence any other members of the governing body

Note that the statute applies to financial interest only. Because of their positions outside of the public hospital district, two commissioners will recuse themselves from voting on contracts involving Swedish. In the event this recusal occurs, the remaining three commissioners must vote unanimously to approve any contract.

None of the commissioners present at this board meeting voiced any concerns with Dr. Williams' position as president of the medical staff of Swedish/Edmonds or any other commissioner conflicts.

**Board Finance  
Committee**

The committee met on August 19, 2014. Ms. King reviewed the financial statements and cash activity for July 2014 (E:46:14).

**Authorization  
for Payment of  
Vouchers &  
Payroll**

Warrant Numbers 10748 through 10783 for July 2014 for payment in the amount of \$287,595.12 were presented for approval (E:47:14). ***Motion was made, seconded and passed unanimously to approve.***

**Program  
Oversight  
Committee  
Update**

The Program Oversight Committee met on August 18, 2014 to review six new program funding applications and follow up on the Free Range Health request. (E:48:14).

Commissioner Knutsen reported that she has one conflict of interest as she is on the board of Washington CAN which has a proposal being considered.

Commissioner Knutsen reported that she has recused herself from all conversations on the proposal and received no monetary benefit from her Washington CAN board position. She will recuse herself from voting on the proposal at this board meeting. No other conflicts of interest were reported by the remaining commissioners.

**New Funding Applications:**

***Motion was made, seconded and passed unanimously to approve*** \$110,000 per year for three years for the expanded health & wellness programs at the Edmonds Senior Center; including implementation of a depression support program called PEARLS.

***Motion was made, seconded and passed unanimously to approve*** \$154,000 per year for two years for the Healthy Habits Sports & Healthy Habits Nutrition programs by the Boys & Girls Club of Snohomish County.

***Motion was made, seconded and passed unanimously to approve*** \$90,000 per year for two years for the Kinderling South Snohomish County expansion. Dr. Williams presented an article from The Oregonian regarding funding of programs for children with developmental disabilities (E:49:14).

The proposal from Washington CAN to provide support for health insurance outreach will go back to the Program Committee for further follow-up data and suggestions for other methods of outreach. Commissioner Knutsen recused herself from this discussion.

**Not recommended for funding:**

Edmonds Public Schools & Alumni Foundation  
Nourishing Network & Brookside Research & Development Partnering to Prevent Falls in Older Adults. Dr. Williams suggested that Mr. Kosovich connect Brookside to Senior Services of Snohomish County for this project.

**Proposals Needing Additional Work:**

American Cancer Society ACS Healthlinks & Snohomish County Music Project.

**Follow-up on August 7, 2014 Study Session with Swedish:**

The Program Committee will follow-up on the \$50,000 request. Commissioner Knowles and Commissioner Williams will recuse themselves from any discussions. The Program Committee will make a recommendation at the next board meeting.

**Marketing  
Report**

Ms. Piplic presented the Marketing Report (E:50:14) including the status of the 'Verdant' trademark application, announcement of Ms. Beth Rodriguez as the interim marketing director from December 2014 to February 2015, and a few upcoming events.

**Commissioner  
Comments**

None

**Superintendent's  
Report**

Superintendent Zapora reported on five items:

1. A new group called the Verdant Partner Roundtable is being formed to hold quarterly meetings and compare notes on their work in South Snohomish County.
2. Thank you to the YMCA of Snohomish County for providing the child care at the 6 Weeks reunion in October 2014.
3. Verdant is in negotiation with VOA for a 2-1-1 referral specialist to be housed in the Verdant Community Wellness Center.
4. Ms. Beth Rodriguez will be filling in for Ms. Piplic for three months.
5. Plan to attend the groundbreaking for Swedish/Edmonds hospital expansion on Wednesday, September 10, 2014, 4 p.m.

**Public  
Comments**

Mr. Al Rutledge commented on his concerns about medical services, low-income housing, and utility rate increases in the city of Shoreline.

Ms. Mary-Anne Grafton of the Lynnwood Senior Center expressed her support for the Free Range Health acupuncture services at the Lynnwood Senior Center.

She stated that every session is full with a wait list. Mr. Farrell Fleming, Executive Director of the Edmonds Senior Center expressed his appreciation for the past and future grant support from Verdant. He mentioned that they have added a second shift of Bastyr Naturopathic medical interns. The Edmonds Senior Center will also be starting a capital campaign to build a new senior and community center on the existing site with state funding, private funding, and donations.

**Executive Session**

President Knowles announced that there would be no Executive Session as there are no items to discuss.

**Presentation with Q&A on Acupuncture Proposal**

Commissioners held a Q&A session to follow-up on the proposal for extension of funds for the acupuncture clinic at the Lynnwood Senior Center. Dr. Cole Alexander of Free Range Health provided a program overview (E:51:14) and commissioners presented their concerns and questions. No action was taken.

**Adjourn**

There being no further business to discuss, the meeting was adjourned at 9:35 a.m.

**ATTEST BY:**

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

**Balance Sheet**  
As of August 31, 2014

	A	B	C	D
	Dec 31, 2013	Aug 31, 2014	\$ Change	Comments:
<b>1 ASSETS</b>				
<b>2 Current Assets</b>				
<b>3 Cash Balance</b>	2,579,704	4,647,813	2,068,109	
<b>4 Other Current Assets</b>	30,029,953	30,460,119	430,166	Includes Investments
<b>5 Total Current Assets</b>	32,609,657	35,107,932	2,498,275	
<b>6 Total Long-term &amp; Fixed Assets</b>	45,756,307	44,875,750	(880,557)	Depreciation
<b>7 TOTAL ASSETS</b>	<b>78,365,964</b>	<b>79,983,682</b>	<b>1,617,718</b>	
<b>8 LIABILITIES &amp; EQUITY</b>				
<b>9 Liabilities</b>				
<b>10 Current Liabilities</b>	2,039,484	1,242,584	(796,900)	
<b>11 Long-term Liabilities</b>	5,689,038	5,647,684	(41,353)	2012 LTGO Bonds
<b>12 Total Liabilities</b>	7,728,521	6,890,268	(838,253)	
<b>13 Total Equity</b>	70,637,443	73,093,414	2,455,972	Annual Net Income
<b>14 TOTAL LIABILITIES &amp; EQUITY</b>	<b>78,365,964</b>	<b>79,983,682</b>	<b>1,617,718</b>	

**Profit & Loss**  
August 2014

	A	B	C	D	E	F
	August Actual	August Budget	Fav/(Unfav)	YTD Actual	YTD Budget	Fav/(Unfav)
<b>1 INCOME</b>						
<b>2 Ordinary Income</b>	792,405	791,528	877	6,308,412	6,304,357	4,055
<b>3 EXPENSES</b>						
<b>4 Operating Expenses</b>	138,261	166,541	28,280	1,112,307	1,230,430	118,123
<b>5 Depreciation Expense</b>	263,309	263,283	(26)	2,361,114	2,360,805	(309)
<b>6 Program Expenses</b>	328,342	562,500	234,158	2,955,196	4,500,000	1,544,804
<b>7 Total Expenses</b>	729,912	992,325	262,413	6,428,618	8,091,235	1,662,618
<b>8 OTHER INCOME/(EXPENSE)</b>						
<b>9 Total Other Income/(Expense)</b>	1,039,888	221,481	818,407	2,576,177	1,770,009	806,168
<b>10 NET INCOME</b>	<b>1,102,381</b>	<b>20,685</b>	<b>1,081,696</b>	<b>2,455,971</b>	<b>(16,870)</b>	<b>2,472,840</b>

**Monthly Highlights**  
August 2014

Verdant received dividends payments of \$28,972 and an unrealized gain of \$17,777 on our investment portfolio in August for an ending market value of \$29,719,027.

Annual program commitments total \$5,455,964 and \$4,459,878 for 2014 and 2015, respectively. \$1,294,036 remains available to spend in 2014, of which \$228,528 is earmarked as Superintendent Discretionary.

Additional income of \$108,447 and expenses of \$38,000 from the Kruger Clinic were incurred, netting to an additional operating income of \$70,448 in August.

**Public Hospital District #2**

<b>Warrant Number</b>	<b>Transaction Date</b>	<b>Payee</b>	<b>Amount</b>	<b>Purpose</b>
<b>Warrant Activity:</b>				
10784	08/06/2014	Ash Consulting	649.69	Accounting Consulting
10785	08/06/2014	Enduris	29,870.00	Annual Insurance
10786	08/06/2014	Healthcare Realty	2,728.30	Property Management - Kruger Clinic
10787	08/06/2014	Leadership Snohomish County	2,500.00	SW Registration
10788	08/06/2014	Lynnwood PFD	75.00	Janitorial Supplies
10789	08/06/2014	Thomas & Associates	9,075.00	Consulting
10790	08/13/2014	Falkin Associates, Inc.	6,962.50	VCWC Project Management
10791	08/13/2014	Carney Badley Spellman	2,975.00	Legal
10792	08/13/2014	Lowe Graham Jones PLLC	247.50	Legal
10793	08/13/2014	Swedish Medical Center	1,687.28	6WHY Biometrics Screening
10794	08/20/2014	Aukema & Associates	1,245.50	Marketing Website & Logo update
10795	08/20/2014	MJ Takisaki, Inc.	343,073.50	VCWC Construction
10796	08/20/2014	Ace Internet Services, Inc.	1,166.00	IT Support
10797	08/20/2014	Ankrom Moisan	6,550.19	VCWC Architecture
10798	08/20/2014	Canon Financial Services	301.13	Copy Machine Lease
10799	08/20/2014	Staples	246.83	Supplies
10800	08/20/2014	Snohomish County PUD	146.07	Electricity
10801	08/20/2014	Mayes Testing Engineers, Inc	1,065.00	Construction Inspection
10802	08/27/2014	Lynnwood PFD	3,045.00	Rent
10803	08/27/2014	Premiera Blue Cross	3,612.08	EE Medical & Dental Insurance
10804	08/27/2014	Quality Reimbursement Services	228,457.00	Legal for 2005 & 2007 Medicare Settlement
10805	08/27/2014	Principal Financial Group	884.41	EE Life Insurance
10806	08/27/2014	Consolidated Landscape Maintenance, Inc.	217.91	Landscaping at VCWC
10807	08/27/2014	Fast Signs	76.85	Marketing - Panels for table display
10808	08/27/2014	Wells Fargo	1,209.40	Misc.
10809	08/27/2014	CNI Locates, Ltd.	200.00	Construction Location for Gas Line at VCWC
10810	08/27/2014	UNITED WAY	629.25	2Q14 Employee Donations
Total Warrants			<u>648,896.39</u>	
<b>Kruger Clinic Activity:</b>				
112-130	Aug 2014	Various Claimants/Vendors	<u>25,069.10</u>	Administered by Healthcare Realty
<b>Workers Compensation Claims Activity:</b>				
305161-165	Aug 2014	Various Claimants/Vendors	<u>1,606.59</u>	Administered by Eberle Vivian
<b>Wire/ACH Activity:</b>				
	8/8/2014	Payroll	16,192.33	ACH payroll transfer
	8/8/2014	Paychex	71.61	Fee for payroll processing
	8/8/2014	Department of Treasury	6,474.81	Payroll taxes for 7/5/14 pay period ending



Number	Transaction Date	Payee	Amount	Purpose
<b>Wire/ACH Activity:</b>				
	8/8/2014	Valic	2,211.26	Payroll 401(a)/457 Deposit
	8/22/2014	Payroll	17,386.69	ACH payroll transfer
	8/22/2014	Paychex	71.61	Fee for payroll processing
	8/22/2014	Department of Treasury	5,848.76	Payroll taxes for 7/19/14 pay period ending
	8/22/2014	Valic	2,223.89	Payroll 401(a)/457 Deposit
	8/10/2014	Wells Fargo	786.15	Bank Service Fee
	8/10/2014	Wells Fargo	62.72	Bank Service Fee
	8/10/2014	Wells Fargo	51.60	Bank Service Fee
	8/15/2014	Bank of America - Fees	19.84	Bank Service Fee
	8/15/2014	American Diabetes Association	4,166.67	Program Payment
	8/15/2014	Boys & Girls Club of Snohomish County	9,328.25	Program Payment
	8/15/2014	Brain Energy Support Team	3,500.00	Program Payment
	8/15/2014	CampFire	4,166.67	Program Payment
	8/15/2014	Cascade Bicycle Club Education Foundation	4,750.00	Program Payment
	8/15/2014	Center for Human Services	13,523.67	Program Payment
	8/15/2014	ChildStrive	22,660.00	Program Payment
	8/15/2014	City of Lynnwood	15,477.25	Program Payment
	8/15/2014	Community Health Center of Snohomish Co	10,416.66	Program Payment
	8/15/2014	Domestic Violence Services Snohomish Co	1,621.08	Program Payment
	8/15/2014	Edmonds Community College	10,990.58	Program Payment
	8/15/2014	Edmonds Community College Foundation	4,396.33	Program Payment
	8/15/2014	Edmonds School District No. 15	65,315.50	Program Payment
	8/15/2014	Edmonds Senior Center	4,518.00	Program Payment
	8/15/2014	Medical Teams International	4,000.00	Program Payment
	8/15/2014	Prescription Drug Assistance Foundation	4,166.67	Program Payment
	8/15/2014	Program for Early Parent Support	3,333.33	Program Payment
	8/15/2014	Project Access Northwest	6,666.67	Program Payment
	8/15/2014	Providence Hospice & Home Care Foundation	12,916.67	Program Payment
	8/15/2014	Puget Sound Christian Clinic	8,750.00	Program Payment
	8/15/2014	Senior Services of Snohomish County	57,936.67	Program Payment
	8/15/2014	Smithwright Services	5,416.67	Program Payment
	8/15/2014	Snohomish County Fire District 1	12,035.50	Program Payment
	8/15/2014	Wonderland Development Center	11,250.00	Program Payment
	8/15/2014	YWCA of Seattle, King and Snohomish Co	4,166.66	Program Payment
	8/15/2014	Within Reach	16,500.00	Program Payment
	8/15/2014	Center for Advanced Recovery Solutions	4,685.00	Program Payment
	8/1/2014	Benefit Solutions Inc	10.00	FSA Payments
	8/13/2014	Benefit Solutions Inc	176.92	FSA Payments
	8/26/2014	Benefit Solutions Inc	176.92	FSA Payments
	8/25/2014	WA Department of Revenue	766.83	B&O tax
		Total Wires/ACH Transactions	379,186.44	
		<b>Total Disbursements</b>	<b>\$ 1,054,758.52</b>	

	Transaction Date	Payer	Amount	Purpose
Deposits:				
	8/1/2014	Swedish Edmonds Children's Clinic	12,119.73	Kruger Clinic monthly lease
	8/1/2014	Swedish/Edmonds	12,704.18	Kruger Clinic monthly lease
	8/1/2014	Swedish/Edmonds	655,636.66	Monthly lease
	8/1/2014	Brian Tagaki, MD	75.00	Kruger Clinic monthly storage lease
	8/1/2014	Raymond Liu, D.D.S.	3,282.74	Kruger Clinic monthly lease
	8/1/2014	John Headley MD PS	18,571.06	Kruger Clinic monthly lease
	8/1/2014	Value Village	24,428.45	Monthly lease
	8/1/2014	Lynnwood Convention Center	28.91	Refund for overcharge
	8/1/2014	PFD - Copies	228.85	Copies
	8/4/2014	Puget Sound Gastro	27,085.75	Kruger Clinic monthly lease
	8/8/2014	Snohomish County	8,772.64	Tax Levy
	8/15/2014	Puget Sound Gastro	475.78	Kruger Clinic monthly lease
	8/22/2014	Swedish - Misc. Receivables	1,044,400.00	Medicare Settlements
	8/21/2014	Healthcare Realty Services, Inc.	4,166.67	Monthly ground lease
	8/21/2014	Puget Sound Gastro	1,266.36	Kruger Clinic monthly lease
	8/31/2014	Wells Fargo	36.12	Interest Income
	8/31/2014	Comerica	0.46	Interest Income
		<b>Total Deposits</b>	<b>\$ 1,813,279.36</b>	

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 10784 through 10810 have been issued for payment in the amount of \$648,896.39. These warrants are hereby approved.

Attest:

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

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

Warrants Processed:	8-1-14 – 8-31-14		\$648,896.39
Work Comp Claims Pd:	8-1-14 – 8-31-14		1,606.59
Kruger Clinic Processed:	8-1-14 – 8-31-14		25,069.10
Payroll:	7-20-14 – 8-2-14	16,192.33	
	8-3-14 – 8-16-14	<u>17,386.69</u>	
			33,579.02
Electronic Payments:	Payroll Taxes	12,323.57	
	Paychex	143.22	
	Valic Retirement	4,435.15	
	Benefit Solutions	363.84	
	Bank Fees	920.31	
	WA State Dept Revenue	766.83	
	Program Expenditures	<u>326,654.50</u>	
			<u>345,607.42</u>
	Grand Total		<u>\$1,054,758.52</u>

PUBLIC HOSPITAL DISTRICT NO. 2  
SNOHOMISH COUNTY, WASHINGTON  
RESOLUTION NO. 2014-06

A RESOLUTION of the Commission of Public Hospital District No. 2, Snohomish County, Washington, deeming certain personal property as surplus and no longer needed for public hospital district purposes, approving the sale of the personal property and authorizing and directing the superintendent of the District to negotiate, execute and deliver a purchase and sale agreement with respect to such personal property.

WHEREAS, Public Hospital District No. 2, Snohomish County, Washington (the "District"), is a public hospital district and a municipal corporation duly organized and existing under the laws of the State of Washington; and

WHEREAS, the Commission has determined that the personal property identified on Exhibit A (the "Property") is no longer required for public hospital district purposes and declares the Property to be surplus; and

WHEREAS, the Commission has determined that it is in the best interest of the District to sell the Property for its fair market value; and

WHEREAS, the Commission desires to authorize the superintendent of the District (the "Superintendent") to negotiate the terms of, and execute and deliver, a purchase and sale agreement for the sale of the Property; NOW, THEREFORE,

BE IT RESOLVED BY THE COMMISSION OF PUBLIC HOSPITAL DISTRICT NO. 2, SNOHOMISH COUNTY, WASHINGTON, as follows:

Section 1. The Commission deems the Property to be surplus and no longer required for public hospital district purposes.

Section 2. The Commission deems it to be in the best interest of the District to sell the Property and hereby approves the sale of the Property subject to the terms of this resolution.

Section 3. The Superintendent is authorized and directed to negotiate on behalf of the District the terms and conditions of a purchase and sale agreement (the "Agreement") for the sale of the Property.

Section 4. The Superintendent is authorized and directed to do all other things and execute and deliver all documents reasonable and necessary to consummate the transaction contemplated by this resolution. All actions previously taken in furtherance of the purposes of this resolution are ratified and confirmed.

ADOPTED AND APPROVED by the Commission of Public Hospital District No. 2, Snohomish County, Washington, at a regular open public meeting thereof this 24<sup>th</sup> day of September, 2014, the following Commissioners being present and voting in favor of this resolution.

---

President and Commissioner

---

Secretary and Commissioner

---

Commissioner

---

Commissioner

---

Commissioner

I, J. Bruce Williams, Secretary of the Commission of Public Hospital District No. 2, Snohomish County, Washington, certify that the attached copy of Resolution No. 2014-06 is a true and correct copy of the original resolution adopted September 24, 2014, as that resolution appears on the Minute Book of the District.

DATED this 24<sup>th</sup> day of September, 2014.

---

Secretary of the  
Commission of the District

**Thank you. Your transaction has been reported.**

**Date:** 09/17/2014 2:02:24 PM

**Report of sale number:** 14-660-0704

**Vehicle**

Plate	73729C
VIN	2FMZA516X6BA13751
Make	2006 Ford Freestar
Date sold	09/12/2014
Sale price	\$300

**Seller**

Name	Public Hospital District 2, Sn
Address	21601 76th Ave W Edmonds, WA 98026

**Buyer**

Name	Best Auto Parts
Address	18100 Hwy 99 Lynnwood, WA 98037
Driver license #	Not provided

You certified under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.

[Home](#) | [Privacy & Use](#) | [Contact Us](#) | Copyright © 2014 DOL



STATE OF WASHINGTON  
**Vehicle Certificate of Title**

Title Number  
**1225139618**

License Number <b>73729C</b>	Vehicle Identification Number (VIN) <b>2FMZA516X6BA13751</b>	Year <b>2006</b>	Make <b>FORD</b>	Model <b>FR</b>	Style <b>SV</b>	Series/Body <b>FREESTAR</b>
Date of Application <b>01/23/2009</b>	Odometer Miles <b>0057783</b>	Odometer Status <b>A</b>	Fuel Type <b>G</b>			
Scale Weight <b>04033</b>	Gross Vehicle Weight Rating Code	Vehicle Color <b>SILVER</b>	Prior Title State <b>WA</b>	Prior Title Number <b>0902323009</b>		
Comments <b>23930-2005</b>						
Brands						

Sale price \$ 300.00  
Date of sale 9/12/14

**Legal Owner:** To release interest, sign below and give this title to the registered owner/transferee or to a vehicle licensing office with the proper fee within 10 days of satisfaction of the security interest, or you may be liable to the owner/transferee for penalties.  
**Buyer:** You must apply for title within 15 calendar days of acquiring the vehicle to avoid a penalty. Take this signed title to a vehicle/vessel licensing office with the appropriate fees.

Legal Owner  
**STEVENS HEALTHCARE**  
**21601 76TH AVE W**  
**EDMONDS, WA 98026**

Registered Owner  
**SAME AS LEGAL OWNER**

**X** *Lisa King, Director of Finance*  
Signature of first legal owner releases all interest in the vehicle described above. If signing for a business, include business name, signature, and title. Date **8/20/14**

**X**  
Signature of registered owner releases all interest in the vehicle described above. If signing for a business, include business name, signature, and title. Date

**X**  
Signature of second legal owner releases all interest in the vehicle described above. If signing for a business, include business name, signature, and title. Date

**X**  
Signature of registered owner releases all interest in the vehicle described above. If signing for a business, include business name, signature, and title. Date

I certify that the records of the Department of Licensing show the persons named hereon as registered owners and legal owners of the vehicle described.

*[Signature]*  
Director, Department of Licensing

Assignment by registered owner

Federal regulation and state law require you to state the mileage when transferring ownership if the vehicle is less than 10 years old, unless exempt. Failure to complete this statement or providing a false statement may result in fines and/or imprisonment.

I certify, to the best of my knowledge, the odometer reading is: **2100K** (no tenths) Transfer date **9/12/14**  
Odometer reading in miles

This reading is (check one): ☐ the actual mileage of the vehicle ☐ in excess of its mechanic limits ☐ not the actual mileage.

Signature of transferee/buyer  
**X**  
PRINTED name of transferee/buyer

Signature of transferor/seller  
**X** *Lisa King, Director of Finance*  
PRINTED name of transferor/seller  
**21601 76th Ave W**  
Address of transferor/seller  
**Edmonds, WA 98026**



**Thank you. Your transaction has been reported.**

**Date:** 09/17/2014 2:05:22 PM

**Report of sale number:** 14-660-0712

**Vehicle**

Plate	73728C
VIN	2FMZA51606BA06307
Make	2006 Ford Freestar
Date sold	09/12/2014
Sale price	\$300

**Seller**

Name	Public Hospital District 2, Sn
Address	21601 76th Ave W Edmonds, WA 98026

**Buyer**

Name	Best Auto Parts
Address	18100 Hwy 99 Lynnwood, WA 98037
Driver license #	Not provided

You certified under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.

[Home](#) | [Privacy & Use](#) | [Contact Us](#) | Copyright © 2014 DOL



STATE OF WASHINGTON  
**Vehicle Certificate of Title**

Title Number  
**1225139619**

License Number <b>73728C</b>	Vehicle Identification Number (VIN) <b>2FMZA51606BA06307</b>	Year <b>2006</b>	Make <b>FORD</b>	Model <b>FR</b>	Style <b>SV</b>	Series/Body <b>FREESTAR</b>
Date of Application <b>01/23/2009</b>	Odometer Miles <b>0072906</b>	Odometer Status <b>A</b>	Fuel Type <b>G</b>			
Scale Weight <b>04033</b>	Gross Vehicle Weight Rating Code	Vehicle Color	Prior Title State <b>WA</b>	Prior Title Number <b>0902323011</b>		
Comments <b>23930-2005</b>						
Brands						

Sale price \$

0300.00

Date of sale

9/12/11

**Legal Owner:** To release interest, sign below and give this title to the registered owner/transferee or to a vehicle licensing office with the proper fee within 10 days of satisfaction of the security interest, or you may be liable to the owner/transferee for penalties.  
**Buyer:** You must apply for title within 15 calendar days of acquiring the vehicle to avoid a penalty. Take this signed title to a vehicle/vessel licensing office with the appropriate fees.

Legal Owner  
**STEVENS HEALTHCARE**  
**21601 76TH AVE W**  
**EDMONDS, WA 98026**

Registered Owner  
**SAME AS LEGAL OWNER**

*Lisa King, Director of Finance*  
Signature of first legal owner releases all interest in the vehicle described above. If signing for a business, include business name, signature, and title.  
Date **8/20/14**

*[Signature]*  
Signature of registered owner releases all interest in the vehicle described above. If signing for a business, include business name, signature, and title.  
Date

**X**  
Signature of second legal owner releases all interest in the vehicle described above. If signing for a business, include business name, signature, and title.  
Date

**X**  
Signature of registered owner releases all interest in the vehicle described above. If signing for a business, include business name, signature, and title.  
Date

I certify that the records of the Department of Licensing show the persons named hereon as registered owners and legal owners of the vehicle described.

*[Signature]*  
Director, Department of Licensing

Federal regulation and state law require you to state the mileage when transferring ownership if the vehicle is less than 10 years old, unless exempt. Failure to complete this statement or providing a false statement may result in fines and/or imprisonment.

I certify, to the best of my knowledge, the odometer reading is: **0300** (no tenths) Transfer date **9/12/11**

This reading is (check one): ☐ the actual mileage of the vehicle ☒ in excess of its mechanic limits ☐ not the actual mileage.

Signature of transferee/buyer

**X**

PRINTED name of transferee/buyer

Address of transferee/buyer

Signature of transferor/seller

*Lisa King, Director of Finance*  
**X**

PRINTED name of transferor/seller

**21601 76th Ave W**

Address of transferor/seller

**Edmonds WA 98026**

**Thank you. Your transaction has been reported.**

**Date:** 09/17/2014 1:59:22 PM

**Report of sale number:** 14-660-0699

**Vehicle**

Plate	31421C
VIN	1GNGV26K3KF166461
Make	1989 Chev Subsw
Date sold	09/12/2014
Sale price	\$300

**Seller**

Name	Public Hospital District 2, Sn
Address	21601 76th Ave W Edmonds, WA 98026

**Buyer**

Name	Best Auto Parts
Address	18100 Hwy 99 Lynnwood, WA 98037
Driver license #	Not provided

You certified under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.

[Home](#) | [Privacy & Use](#) | [Contact Us](#) | Copyright © 2014 DOL



STATE OF WASHINGTON  
**Vehicle Certificate of Title**

Title Number

**1225139623**

License Number <b>31421C</b>	Vehicle Identification Number (VIN) <b>1GNGV26K3KF166461</b>	Year <b>1989</b>	Make <b>CHEV</b>	Model <b>V2</b>	Style <b>UT</b>	Series/Body <b>SUBSW</b>
Date of Application <b>01/02/1997</b>	Odometer Miles <b>0080758</b>	Odometer Status <b>A</b>	Fuel Type <b>G</b>			
Scale Weight <b>05066</b>	Gross Vehicle Weight Rating Code	Vehicle Color <b>SILVER / WHITE</b>	Prior Title State <b>WA</b>	Prior Title Number <b>9700232705</b>		
Comments <b>16979-1989</b>						
Brands						

Sale price \$ 300.00

Date of sale 9/12/14

**Legal Owner:** To release interest, sign below and give this title to the registered owner/transferee or to a vehicle licensing office with the proper fee within 10 days of satisfaction of the security interest, or you may be liable to the owner/transferee for penalties.  
**Buyer:** You must apply for title within 15 calendar days of acquiring the vehicle to avoid a penalty. Take this signed title to a vehicle/vessel licensing office with the appropriate fees.

**Legal Owner**  
**STEVENS HEALTHCARE**  
**21601 76TH AVE W**  
**EDMONDS, WA 98026**

**Registered Owner**  
**SAME AS LEGAL OWNER**

*Lisa King, Director of Finance*  
Signature of first legal owner releases all interest in the vehicle described above. If signing for a business, include business name, signature, and title.  
Date 8/20/14

X  
Signature of registered owner releases all interest in the vehicle described above. If signing for a business, include business name, signature, and title.  
Date

X  
Signature of second legal owner releases all interest in the vehicle described above. If signing for a business, include business name, signature, and title.  
Date

X  
Signature of registered owner releases all interest in the vehicle described above. If signing for a business, include business name, signature, and title.  
Date

I certify that the records of the Department of Licensing show the persons named hereon as registered owners and legal owners of the vehicle described.

*[Signature]*  
Director, Department of Licensing

Federal regulation and state law require you to state the mileage when transferring ownership if the vehicle is less than 10 years old, unless exempt. Failure to complete this statement or providing a false statement may result in fines and/or imprisonment.

I certify, to the best of my knowledge, the odometer reading is: 115K (no tenths) Transfer date    /    /   

This reading is (check one): ☐ the actual mileage of the vehicle ☐ in excess of its mechanic limits ☐ not the actual mileage.

Signature of transferee/buyer

X

PRINTED name of transferee/buyer

Address of transferee/buyer

Signature of transferor/seller

X

PRINTED name of transferor/seller

Address of transferor/seller

Assignment by registered owner

Title: Capital Asset Policy

---

**SCOPE:** Public Hospital District #2, Snohomish County, dba. Verdant Health Commission, (District)

**PURPOSE:** The Capital Asset Policy is required under General Accepted Accounting Principles (GASB GAAP) and establishes the definition of a capital asset as well as the procedure for approval, justification, budgeting, requisition, and purchase.

**POLICY:**

Capital assets are defined as any depreciable asset having a useful life of two years or more and a value of \$5,000 (inclusive of tax, freight and installation). Items proposed to be acquired through an operating or financing lease are also considered capital assets and are covered by this policy. Construction and Information System projects meeting the above definition of capital assets are included under this policy.

The majority of capital purchases & projects (both construction and Information Systems) should be approved during the budget process for the next year. Substitutions and additional acquisitions may be considered based upon need and available funds.

At the time of the proposed purchase, all assets, both budgeted and unbudgeted, must be approved using the process and procedures outlined below.

**DEFINITIONS:**

Building- Acquired buildings, whether purchased or constructed. Constructed building costs includes a proportionate share of architectural, consulting and legal fees, plus any interest expended on borrowed money up to the date of official occupancy by the Hospital.

Building Services Equipment- The mechanical features of the building, including electrical, plumbing, heating, air conditioning, ventilating, sprinklers, elevators, and other mechanical features and related consulting fees.

Business Case- A business case is required for one of the following 1) a new or expanded program, or 2) capital expenditure over \$200,000 that results in incremental revenue. A business case consists of a high-level market, quality of care, and financial analysis that is approved by Finance before going any further in the approval process.

Construction In Progress (CIP)- Projects which result in capital assets and occur over a period of time with multiple vendors involved and often multiple categories of fixed assets resulting as in a construction project or the installation of a new software. CIP projects shall include all costs related to the project, including, but not limited to the following: soft costs such as; architecture fees, consultant fees, feasibility study, equipment cost, carpeting, etc.

Contingency- New capital requirements not previously included in the Capital Budget. This may be due to changes in service, technology, regulatory, product failure or customer requirements.

Fixed Equipment- Fixtures attached to the building that are considered stationary, with a useful life shorter than the building, e.g. cabinets, lockers, sinks, etc.

## Title: Capital Asset Policy

---

Land Improvements- All land expenditures of a depreciable nature, including the cost of on-site sewer and water lines, paving of street or parking lots, curbs, sidewalks, shrubbery, fences and walls, plus related consulting fees.

Major Movable Equipment- Assets which can be physically moved, generally assigned to a specific location with a minimum life of three years or more, e.g., furniture, office equipment, tables, etc.

Minor Equipment- All equipment purchased which does not meet the definition of a capital asset per this policy but will be used over a period of time.

### PROCEDURE:

1. During the budget process, each department director is responsible for identifying capital needs for the coming year. The annual capital budget will be approved by the Director of Finance, Superintendent, and the Board of Commissioners. The department director must define qualitative information describing the nature of the purchase and the need which it fills in the department. A detailed financial benefit /return on investment analysis may be required depending upon the size of the expenditure and whether it is a new item or a replacement. A fair and reasonable price and contract terms for the purchase should be obtained utilizing group purchase contracts and by negotiating with vendors.

Staff may negotiate the following terms:

- a. Payment terms
  - b. Freight terms
  - c. Warranty period
  - d. Preventative maintenance/service contract terms
  - e. Performance guarantees
  - f. Product availability
  - g. Installation requirements/time frame
2. Items over \$500,000 that are included in the annual approved capital budget and unbudgeted items over \$250,000 will be presented for review to the Finance Committee of the Board, and if recommended for approval by the Finance Committee, then approved by the Board of Commissioners.
  3. If the item was budgeted, the appropriate budget code should be indicated on the invoice. For unbudgeted items, please indicate that such item is being substituted from the approved budget list for the department.
  4. All capital requests must be approved by the Director of Finance and the Superintendent.

## September 2014 Program Committee Summary

### Program Summary

- Five new funding applications, including two renewals
- Follow-up discussion on four applications

### Recommended for Funding

- **Washington CAN – Insurance Outreach:** a renewal request to support insurance outreach. The goal of the project would be to reach 10,000 households through door-to-door outreach to identify eligible, but uninsured residents. Verdant funds would primarily be used to hire a team of part-time bilingual outreach workers.

The program committee had a follow-up discussion with the applicant to discuss questions raised by Verdant board members about the effectiveness of door-to-door outreach. Washington CAN provided some background information about door-to-door outreach and shared that they have had discussions with the Robert Wood Johnson Foundation about doing an evaluation on the project and that matching funds to complete a formal assessment were potentially available. **The program committee is recommending funding the request contingent on integrating a program evaluation in the project. The committee is recommending funding the request at \$110,000 on a one-time basis, with \$10,000 of the funds designated to match funding on a program evaluation.**

- **Cities of Lynnwood, Mountlake Terrace, and Edmonds – 3rd Grade Swim Lesson:** a renewal request for the 3rd grade swim lesson program. Through the program, 3rd graders are given 3 swim lesson vouchers redeemable at either the Lynnwood, Edmonds or Mountlake Terrace pools. Each voucher provides a 10-class session of swimming lessons. Over three years, the program has provided 2,042 sets of swim lessons. **The program committee is recommending funding the request for three years, to be paid out based on the number of lesson vouchers redeemed, up to \$170,500 per year.**
- **Snohomish County Music Project – Music Futures project:** a reworked request to support a Music Futures program for men suffering from depression and/or PTSD. Verdant funds would be used for a 0.2 FTE music therapist and for music equipment and other program costs. The program would be expected to serve 120 individuals per year. **The program committee is recommending funding the revised request at \$29,000 per year for two years.**

### Not Recommended for Funding

- **Mountlake Terrace Friends of the Arts - Art of the Terrace Display Panels:** a one-time request to purchase new panels for the Arts of the Terrace Festival, with the goal of building community and with a focus on engaging youth in the community through art participation. **The committee is not recommending the program for funding because it did not connect strongly enough with Verdant's health and wellness priorities.**
- **Washington State Family and Community Engagement Trust – Parent Leadership Training Institute:** a request to build a parent empowerment and engagement model in South Snohomish County. The Parent Leadership Training Institutes (PLTI) has been used nationally to teach parents leadership skills, advocacy skills and how to

improve their communities. The goal of the program would be to train a group of 25 parents, who would then work on a community health project with an area community organization. **The committee is not recommending the program for funding because it did not connect strongly enough with Verdant's health and wellness priorities.**

- **American Heart Association - Creating a Culture of Health:** A reworked request designed to raise awareness about hypertension and the importance of healthy living. Eight healthy Living workshops would act as a vehicle to attract community members to participate in the program, which would track blood pressure measurements over time using mobile blood pressure equipment and AHA online tools.

**The program committee is not recommending funding the program at this time.** Although there were some promising program components, the committee did not see enough innovation to warrant \$54,000 per year of funding for three years. The committee was open to hosting this kind of programming at the Verdant Community Wellness Center.

- **Free Range Health – Expanded Low Cost Acupuncture services:** the applicant presented to the board at Verdant's August regular meeting to answer questions about outcome measurement. Following the presentation, the program committee still has concerns about outcome measurement and some new questions were raised about how acupuncture was being positioned to treat a broad range of medical conditions. **The committee is not recommending the program for funding.**

#### **Proposals for Follow-Up**

- **Snohomish County Health Leadership Coalition, YMCA of Snohomish County as Fiscal Sponsor:** the coalition is seeking \$250,000 of additional funding for phase II and phase III of two initiatives: 1.) Youth Activity Initiative, which is aimed at improving 5th grade activity levels and 2.) Palliative Care Initiative: an integrated, community-based, palliative care consumer- and physician/ARNP-education program.

**Given the size of the request, the program committee is recommending that the applicant make a presentation to the Verdant board sharing the project results to-date and future plans.**

- **Swedish Foundation:** Earlier in August, the board held a special meeting to discuss a \$50,000 request from the Swedish Foundation and opportunities around a possible \$1 million investment in a Swedish/Edmonds Center for Pregnancy, Newborns and Women's Health. The program committee did not reach consensus on the \$1 million request.

Because Commissioner Wilson will be absent from the September board meeting, the program committee members agreed to forward the \$50,000 foundation request to the Superintendent for consideration out of his discretionary fund.



# Verdant Health Commission Proposal Summary September 2014

	A	B	C	D	E	F	G	H	I
New Funding Requests			Request for funding			Priority Area			
#	Name		Year 1	Year 2	Year 3	Education & Empowerment	Prevention	Access to Healthcare	Policy & Advocacy
1	Swedish/Edmonds - Center for Pregnancy, Newborns, and Women's Health	Two requests have been discussed: 1.) \$50,000 in support of new ambulatory center; 2.) \$1m request for a new Center for Pregnancy, Newborns, and Women's Health at Swedish/Edmonds which would include a women's health clinic, postpartum women's wellness clinic, well baby follow-up clinic, breastfeeding support program, community gathering space, education space, and retail space.	Two requests: \$50,000 gala/ambulatory request and a \$1m request (over 5-7 years) for a new Women's Health Center at Swedish/Edmonds			X	X	X	
2	Cities of Lynnwood, Mountlake Terrace, and Edmonds	A renewal request for the 3rd grade swim lesson program. Through the program, 3rd graders are given 3 swim lesson vouchers redeemable at either the Lynnwood, Edmonds or Mountlake Terrace pools. Each voucher provides a 10-class session of swimming lessons. A new element of the program is an in-school presentation component based on Longfellow's Whales Tales materials and American Red Cross' "Raffy Learns to Swim," with a goal to increase swim lesson participation.	Up to \$170,500	Up to \$170,500	Up to \$170,500	X	X		
3	YMCA of Snohomish County, Fiscal Sponsor for the Snohomish County Health Leadership Coalition	The Snohomish County Health Leadership Coalition is seeking additional funding for phase II and phase III of two initiatives: 1.) Youth Activity Initiative, which is aimed at improving 5th grade activity levels. 2.) Palliative Care Initiative: an integrated, community-based, palliative care consumer- and physician/ARNP-education program.	\$250,000			X	X		
4	Mountlake Terrace Friends of the Arts - Art of the Terrace Display Panels	A request to purchase new panels for the Arts of the Terrace festival with the goal of building community, with a focus on engaging youth in the community through art participation.	\$32,000			X			
5	Washington State Family and Community Engagement Trust	A request to build a parent empowerment and engagement model in South Snohomish County. The Parent Leadership Training Institutes (PLTI) has been used nationally to teach parents leadership skills, advocacy skills and how to improve their communities. The goal of the program would be to train a cadre of 25 parents, who would then work on a community health project with an area community organization.	\$50,600	\$50,600		X	X		

**Verdant Health Commission Proposal Summary September 2014**

#	Name		Year 1	Year 2	Year 3	Education & Empowerment	Prevention	Access to Healthcare	Policy & Advocacy
<b>Follow-up on Previous Requests</b>									
6	American Heart Association - Creating a Culture of Health	A reworked request designed to raise awareness about hypertension and the importance of healthy living. The program would provide one mobile blood pressure device along with wireless blood pressure cuffs. Eight healthy Living workshops would act as a vehicle to attract community members to participate in the program, which would track blood pressure measurements over time using AHA online tools.	\$54,162 (originally \$100,000)	\$54,162 (originally \$100,000)	\$54,162 (originally \$100,000)	X	X	X	
7	Snohomish County Music Project - Music Futures & Music Memories	A reworked request to support a Music Futures program for men suffering from depression and/or PTSD. Verdant funds would be used for a 0.2 FTE music therapist for music equipment and stipends. The program would be expected to serve 120 individuals per year.	\$29,000 (originally \$70,000)	\$29,000 (originally \$70,000)	\$29,000 (originally \$70,000)			X	
8	Washington Community Action - "Closing the Gap" South Snohomish County Insurance Outreach	A renewal request to support insurance outreach. The goal of the project would be to reach 10,000 households through door-to-door outreach to identify eligible, but uninsured residents. The project would also collect at least 300 surveys from prior year contacts to learn more about healthcare access, including barriers. Verdant funded a similar project last year at \$180,000 for a year and Washington CAN met or exceeded its outreach goals.	\$165,000						