

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

BOARD OF COMMISSIONERS

Regular Meeting

Hybrid: In-Person at Verdant Community Wellness Center and via Zoom

September 25, 2024

8:00 a.m.-10:00 a.m.

**Commissioners
Present**

Carolyn Brennan, Secretary
Deana Knutsen, Commissioner
Jim Distelhorst, MD, Commissioner
Bob Knowles, Commissioner
Karianna Wilson, President

Staff

Dr. Lisa Edwards, Superintendent
Riene Simpson, Director of Finance
Ceil Erickson, Director of Community Impact
Nancy Budd, Community Social Worker
Kyla Morgan, Executive Assistant and Office Manager
Chase Toscano, Contracts Manager
David Lee, Interim Digital Marketing & Communications
Manager

Guests

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 Wilson.

**Land and
Enslaved People's
Acknowledgement**

President Wilson read the land acknowledgement aloud.

Consent Agenda

Commissioner Distelhorst made a motion to approve all items included on the consent agenda, President Wilson seconded. Motion passed.

Consent Agenda (E:65:24)

1. Approval of Minutes:
 - a. August 21, 2024 Special Board Meeting
 - b. August 28, 2024 Board Meeting
 - c. September 8, 2024 Board Retreat

Public Comment

None.

**Executive
Committee Report**

President Wilson shared that Executive Committee met to approve today's agenda and review the board retreat minutes.

Commissioners Meeting
September 25, 2024

1. Review of Special Board Meeting Calendar
The Board have work to do before they finalize and communicate the strategic plan for the next 3 years. President Wilson shared with the board the calendar of board meetings between now and December (E:66:24).

Superintendent Report

1. Mental Health & Recovery Month
Dr. Edwards shared a proclamation from Snohomish County declaring September as Mental Health & Recovery month. There is further need for robust community support for addiction and recovery. Dr. Edwards reported Verdant has had success with Narcan distribution and is now recognized by the Department of Health. Verdant is planning another distribution event with the City of Edmonds and Edmonds Food Bank. Last weekend, the Verdant team was present at three community events. Dr. Edwards thanked Mr. Lee, Marketing Manager, for securing a \$10,000 grant from ADWPHD to update the website. The Community Health Networking Event is the next big event upcoming for Verdant that will be held on November 1st at the Lynnwood Event Center.

Program Committee Report

1. Update on Review Process
Ms. Erickson reviewed the scoring procedure with the Commissioners for the 2025 funding cycle. The process is slightly different than previous years due to the move from a biannual to an annual cycle. Commissioners will begin their review with the 28 mental health applications. Ms. Erickson provided a list of upcoming board meeting with application scoring deadlines(E:67:24).

Finance Report

1. Review Financial Statements & Cash Activity
1. Ms. Simpson presented the financial reports for August 2024 (E:68:24), noting any transactions out of the ordinary, compared to prior month periods. The investment advisor recommended Verdant transfer from the reserve in two transfers rather than one large lump sum to avoid disturbing their bond accounts.
2. Authorization of Warrants and Electronic Disbursements
2. Authorization for payment of vouchers and payroll: Warrants Reference A, No. 16596 through 16629, and Warrants Reference B, No. J2651 through J2684 for August in the amount of \$492,311.24 were presented for approval as well as electronic disbursements in the amount of \$1,456,855.30 for total disbursements of \$1,949,166.54 (E:69:24).

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Motion was made by Commissioner Distelhorst, seconded by Commissioner Brennan, and passed unanimously to approve the warrants & electronic disbursements.

3. Budget
Development

Ms. Simpson reported on the budget progress, stating that she had made up for lost time and was on track to have a soft number for the Commissioners by the end of the week. She mentioned that there were 175 budget line items to work through and that she would provide a detailed report next week.

Commissioner Knowles asked what the amount would look like if they increased the reserve contribution from the hospital lease from 20% to 25%. Ms. Simpson stated that a 20% funding would be approximately \$2,199,910 for the year, and a 25% increase would be \$2,749,000. She mentioned that she would illustrate this in a full cash flow projection for 2025 once the final budget was finalized.

4. Superintendent's
Discretionary
Fund Policy
for 2025

Ms. Simpson presented the change in the Superintendent's Discretionary Fund policy, moving the review process from the Finance Committee to the Program Committee.

Motion was made by Commissioner Distelhorst, seconded by Commissioner Brennan, and passed unanimously to approve the updates to the Superintendent's Discretionary Fund Policy for 2025.

Executive Session

President Wilson closed the meeting for executive session to begin at 8:53 am and will continue through 9:24 am. This executive session is to review the performance of a public employee.

Executive session began at 8:53 am.

Executive session ended at 9:10 am

Open Session

President Wilson reopened the public meeting at 9:10 am.

Public Comments

None.

**Commissioner
Comments**

Commissioners thanked everyone for attending the meeting. Commissioner Brennan encouraged everyone to renew over the next week before the busy meeting cycle starts.

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Adjournment

The meeting was adjourned at 9:15 a.m. by President Wilson.

ATTEST BY:

Signed by:
Karianna Wilson
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President

Signed by:
Carolyn Brennan
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Secretary