

VERDANT HEALTH COMMISSION  
PUBLIC HOSPITAL DISTRICT NO. 2 OF SNOHOMISH COUNTY, WASHINGTON  
**BOARD OF COMMISSIONERS**  
Regular Meeting  
AGENDA  
December 20<sup>th</sup>, 2023  
8:00 a.m. to 10:00 a.m.

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The public can participate in person at the Verdant Community Wellness Center or join via Zoom by visiting <https://us02web.zoom.us/j/83042983170> Meeting ID: 830 4298 3170 or the call-in number is 253-215-8782.

	<u>ACTION</u>	<u>TIME</u>	<u>PAGE</u>
A. Call to Order	---	8:00am	---
B. Land & Enslaved People's Acknowledgement	---	8:00am	3
C. Oath of Office for 6-Year Commissioner Term <i>Administered by Luke Lonie, City Clerk</i> 1. Position 1: Deana Knutsen 2. Position 4: Karianna Wilson	Action	8:03am	---
D. Consent Agenda: 1. Approval of Minutes: a. November 15, 2023 Regular Board Meeting 2. RES 2023:10 Swedish Asset Disposal 3. Approval of 2024 Verdant Board Meeting Calendar	Action	8:08am	4-16
E. Public Comments (limit 3 minutes per speaker)	Information	8:09am	---
F. Executive Committee Report 1. Discussion of 2024 Community Presentations and Joint Study Sessions	Information	8:15am	---
G. Community Presentation: Warm Meals • Homage: Leah Hammon, Director of Nutrition and Center for Healthy Living • Edmonds Waterfront Center: Daniel Johnson, CEO • Lynnwood Senior Center: Mary-Anne Grafton, Director	Information	8:23am	---
H. Superintendent Report 1. Verdant Operations 2. Community Outreach Update	Information	8:43am	---

I. Program Committee Report	Information	8:50am	19
1. Conflicts of Interest			
2. Spring 2024 Funding Cycle Timeline			
3. Update on Spring 2024 Applicant Pool			
J. Finance Committee Report			
1. Review Financial Statements & Cash Activity	Information	8:55am	20-27
2. Authorization of Payments of Vouchers and Payroll	Action	9:05am	28
3. Approval of 2024 Salary Schedule	Action	9:06am	29
K. Public Comments (limit 3 minutes per speaker)	Information	9:10am	---
L. Executive Session: To review and consider proposed sale of real estate and to review the performance of a public employee.	---	9:13am	---
M. Commissioner Comments	Information	9:58am	---
N. Adjournment	---	10:00am	---



## **– Land & Enslaved People’s Acknowledgment –**

Public Hospital District #2, Snohomish County (the Verdant Health Commission), recognizes that we live and work on the ancestral homelands and traditional territories of Indigenous peoples who have been here since time immemorial.

We also recognize that many enslaved and contracted peoples were forced to dedicate their work to the construction of what is now the South Snohomish County area.

In recognition that this land is colonized Indigenous territory that has been designated through slaves and hired labor, it is our collective responsibility to critically interrogate the stories and later lives of these people, and to honor, protect and sustain this land.

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**  
**November 15, 2023**  
**8:00 a.m.-10:00 a.m.**

**Commissioners  
Present**

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

**Staff**

Dr. Lisa Edwards, Superintendent  
 Ceil Erickson, Director of Community Impact  
 Kaysi Caballero, Executive Assistant/Office Manager  
 Nancy Budd, Community Social Worker  
 Kirk Mathis, Digital Marketing & Communications Manager  
 Annika Sahota, Community Engagement Specialist  
 Humaira Barlas, Fiscal Specialist

**Guests**

Sandra Mears  
 Omar Gamez  
 Jason Rezek  
 Nanci Johnson  
 Brian Smith

**Call to Order**

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

**Land and  
Enslaved People's  
Acknowledgement**

President Distelhorst read the acknowledgement.

**Consent Agenda**

***Commissioner Knutsen made a motion to approve all items included on the consent agenda, Commissioner Brennan seconded. Motion passed.***

Consent Agenda (E:70:23)

1. Approval of Minutes:

- a. October 19, 2023 Special Board Meeting
- b. October 25, 2023 Regular Board Meeting

**Public Comments**

None.

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**Executive  
Committee Report**

President Distelhorst reported that Executive Committee met on November 9<sup>th</sup> to approve the agenda for today's meeting. No action was taken at the Executive Committee meeting.

**Community  
Discussion:  
Increasing  
Healthcare Access**

Ms. Erickson introduced the topic and presenters for today's discussion about healthcare access.

Omar Gamez, The Extra Step, presented a slideshow of stats for the South Snohomish County CHART Program over the past year (E:71:23). Mr. Gamez spoke about the positive changes the program has been able to make for some of their clients to significantly reduce the number of times they utilize emergency services when it may not be necessary. The CHART program partners with many leaders in the emergency services to bring this service to high utilizers of emergency systems. Nanci Johnson from Compass Health added that the CHART program has been a godsend for her in managing her client's needs. CHART provides boots-on-the-ground representatives who get to know these clients and build trust with them to provide the best services. They are always available, even on weekends and after-hours. Ms. Johnson's goal is always to provide the least invasive care and CHART helps her client accomplish this by giving him access the services he needs.

Sandra Mears, Jean Kim Hygiene Center, presented a slideshow to showcase some of the services provided at the Lynnwood hygiene center (E:72:23). In 2022 the center served over 3,000 meals and over 9,000 showers were provided for 600 guests. The center is working to address the concerns from neighboring businesses who are worried about the increased traffic from the unhoused population. They are continuing to work on reducing the negative stigma associated with their services for the unhoused, as they are often associated with unfortunate activities that happen across the street from the center even though it is not a part of what happens at the center. Verdant's support is invaluable. The hygiene center would not exist without Verdant. It is more than a hygiene center, it's a place for the community to receive invaluable services in their times of incredible need.

Brian Smith, Volunteers of America, shared a powerpoint presentation showcasing details about the new Lynnwood Neighborhood Center (E:73:23). The center will be constructed in 2024 and begin providing its services such as gathering space, affordable medical and dental care, reliable transportation in 2025. There is a YouTube video with a 3-D virtual tour of the design that can be viewed at:

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<https://www.youtube.com/watch?v=S93VscCIuto>. The project for this new community center addresses the community needs that came about from the City of Lynnwood Community Needs Assessment and it aligns well with Verdant's strategic priorities. VOA distributes 8-10 million pounds of food to Snohomish County food banks and meal sites. Ms. Smith would appreciate any referrals we can share in the medical community who can provide the medical and/or dental services from the Lynnwood Neighborhood Center.

Ms. Erickson asked Verdant commissioners if they had any questions for today's presenters. President Distelhorst asked Mr. Gamez, CHART program, why his clients typically go to the emergency department so frequently?

- Mr. Gamez answered sometimes it is alcohol detox, for example someone might find his client passed out in the street and call 9-1-1 so he goes in. Sometimes after detox the client may come back to the ED in the same day. For this particular client, the detox at the ED is not long enough and he needs to stay somewhere longer to get help. This client jumps from one hospital to another to get services.

President Distelhorst commented that one of the things Verdant appreciates about the Jean Kim Hygiene Center is that they act as a hub of resources in addition to showers.

- Ms. Mears added they have LEAD and case managers who work at the hygiene center every day.

Commissioner Knutsen asked Ms. Smith of VOA how they are leveraging the services of other organizations in the area that seem to provide similar services.

- Mr. Smith answered that the need is greater than any one organizations can provide. Their resource and navigation staff are well informed of the other services in the area and can refer clients to these other organizations as needed. Sandra Mears added that the hygiene center does not own its property so at some point in the next year or two it may be developed.

Commissioner Brennan asked if VOA will also provide showers at the neighborhood center?

- Ms. Mears, Jean Kim Hygiene Center, would like to see collaboration with partner organizations and hotels to consider providing showers. Ms. Smith commented that

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if there was an emergent need, they could still redesign the facility to accommodate something like showers.

## Superintendent's Report

Dr. Edwards reported the contract with Axiom Construction is under draft for the Kruger/Langer Clinic refresh project. The Verdant team and South County Fire recently put together emergency hygiene kits to hand out as the hygiene center is closed for two weeks for staff training and repair. Olia Josiah has recently joined the Verdant team as our new after-hours Wellness Center Assistant. Mr. Mathis presented a report about marketing efforts and some 2024 events on the horizon (E:74:23). Commissioner Knutsen appreciates the way that Mr. Mathis communicates with the community, and she appreciates the way he is building relationships with others.

## Program Committee Report

Conflicts of Interest None.

Spring 2024 Funding Cycle Ms. Erickson shared the Spring 2024 funding cycle which opened on 11/1/23 (E:75:23). The current grant cycle is now through December 14th. Commissioners will begin reading applications for scoring on January 8th through February 9th. Verdant recently hosted a Grant Funding Guideline Q&A online and the next one is December 7th.

## Finance Report

Review Financial Statements & Cash Activity

Ms. Simpson presented the financial reports for October 2023 (E:76:23), noting any transactions out of the ordinary, compared to prior month periods. Commissioner Wilson asked the other Commissioners to remember these grant monies being returned when they review applications for Spring 2024 funding. Ms. Simpson will note organizations where we consistently receive returned grant money (repayments).

Authorization of Payments of Vouchers and Payroll

Authorization for payment of vouchers and payroll: Warrant numbers 16247 through 16285 and J2301 through J2336 for October 2023 for total warrant payments in the amount of \$239,564.14 were presented for approval (E:77:23). ***Motion was made by Commissioner Knowles, seconded by Commissioner Wilson and passed unanimously to approve the warrants.***

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Resolution 2023:09: Ms. Simpson brought forward RES 2023:09 to approve the levy  
Approving Dollar dollar and percentage increase amounts for 2024. This  
Amount Resolution is slightly different than the Resolution presented at  
& Percentage the October Board meeting as it references different RCWs  
Increase of Regular required by law.  
Levy for 2024

***Motion was made by Commissioner Knowles, seconded by Commissioner Wilson and passed unanimously to approve RES 2023:09.***

**Public Comments** None.

**Commissioner Comments**

President Distelhorst congratulated the incumbent commissioners Wilson and Knutsen who were recently re-elected for another 6-year term.

Commissioner Knowles asked if there was any way to take the load off Verdant's Director of Finance in December with the audit field work also beginning next month.

- Ms. Simpson answered that delaying the hospital RFQ project to January 2024 will help reduce the number of additional projects to manage.

Commissioner Wilson commented that the 2024 calendar for board study sessions, listening sessions, and three new community events seems like a lot. She wants to say this is a *plan* for 2024 but if it is not enacted then that is OK.

- Dr. Edwards reported that the calendar was based off feedback from Commissioners and once it all came together it did look like a lot. In December committee meetings she will present the Board & Committee meeting calendar with actual dates and times for consideration.
- Commissioner Brennan reiterated that staff and Commissioners need to be aware of the workload and to not be overly ambitious. She encouraged the team to pace ourselves.

**Adjournment**

The meeting was adjourned at 9:42 a.m. by President Distelhorst.

**ATTEST BY:**

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary



PUBLIC HOSPITAL DISTRICT NO. 2  
SNOHOMISH COUNTY, WASHINGTON

RESOLUTION NO. 2023-10

A RESOLUTION of the Commission of Public Hospital District No. 2, Snohomish County, Washington (the “District”), determining certain personal property to be surplus and no longer required for public hospital district purposes of the District and authorizing the superintendent and such District personnel as the superintendent may designate to sell all or any part of such property on a negotiated basis.

WHEREAS, certain personal property of the District is no longer required for District purposes and the Commission wishes to dispose of such property in a lawful manner as promptly as reasonably possible; NOW, THEREFORE,

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

Section 1. It is hereby found, determined, and declared that the personal property identified on Exhibit A hereto (the “Surplus Property”) is no longer required for public hospital district purposes and such property therefore is surplus. It is further found and declared to be in the best interest of the District that the Surplus Property be disposed of promptly as hereinafter provided.

Section 2. The superintendent and such District personnel as the superintendent may designate are hereby authorized and directed to sell the Surplus Property on a negotiated basis on the most favorable terms they deem obtainable.

ADOPTED AND APPROVED by the Commission of Public Hospital District No. 2, Snohomish County, Washington, at a regular open public meeting thereof this 20<sup>th</sup> day of December 2023, the following Commissioners being present and voting.

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President and Commissioner

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Commissioner

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Commissioner

---

Commissioner

---

Secretary and Commissioner

I, Karianna Wilson, Secretary of the Commission of Public Hospital District No. 2, Snohomish County, Washington, certify that the attached copy of Resolution 2023-10 of the District is a true and correct copy of the original resolution adopted on December 20<sup>th</sup> 2023, as that resolution appears on the Minute Book of the District.

DATED this 20<sup>th</sup> day of December, 2023.

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Secretary of the Commission

Swedish Edmonds  
Disposition of District Assets

Date: December 8, 2023

To: Public Hospital District #2 of Snohomish County  
Verdant Health Commission  
Attn: Finance

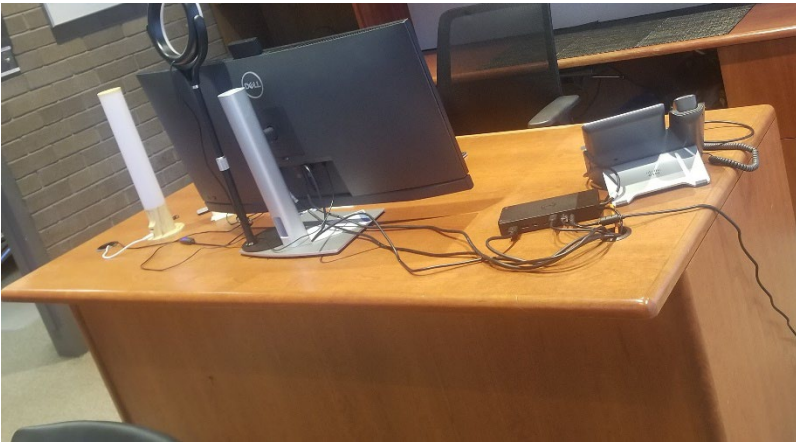
RE: Request disposition of asset

**Asset Description:**

NUM	DEPT	DESCRIP	SERIALNUM	PO	QTY	ACQDT	COST	Pic Ref
9116501	8611	MISC. FURNITURE	STAPLES		01	1/1/2010	2,982.20	#1 Desk, #2 Credenza, #3 Bookshelf
2024033	8611	FILE, 5-DRAWER ROLLOUT LGY	BOISE CASCADE		01	5/1/2002	731.35	#4 File Cabinet
3170015	7154	VERSA CHAIR ARM	MOB TI		01	10/1/2003	184.23	Chair 1
3170016	7154	VERSA CHAIR ARM	MOB TI		01	10/1/2003	184.22	Chair 6
6706203	8611	HOLLIE FULLBACK CHAIR (BLA	OFFICE MAX		01	2/1/2007	436.33	Chair 2
6706204	8611	HOLLIE FULLBACK CHAIR (BLA	OFFICE MAX		01	2/1/2007	436.33	Chair 3
6706205	8611	HOLLIE FULLBACK CHAIR (BLA	OFFICE MAX		01	2/1/2007	436.33	Chair 4
6706206	8611	HOLLIE FULLBACK CHAIR (BLA	OFFICE MAX		01	2/1/2007	436.33	Chair 5
6706207	8611	HOLLIE FULLBACK CHAIR (BLA	OFFICE MAX		01	2/1/2007	436.33	Chair 6
3170014	7154	VERSA CHAIR ARM	MOB TI		01	10/1/2003	184.23	Versa chair
7804805	5000	CHAIR BLOOD DRAWING XWIDE	CARDINAL		01	2/1/2007	616.02	Phleb Chair
							7,063.90	

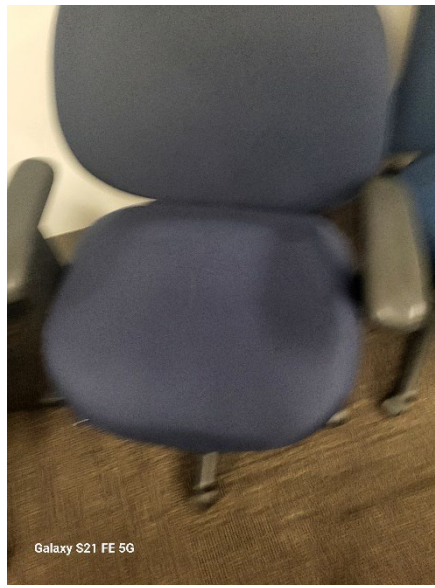
Submitted by: Lori Wise, Director of Finance

Section 4.9 Major Decisions. Except for the Major Decisions in section 4.9, Swedish may make all decisions regarding operation of the hospital and other leased Assets (a) Disposition of any of the District assets, including without limitation and all equipment, fixtures, trade fixtures and other assets in or on the leased real property



Galaxy S21 FE 5G







## 2024 Verdant Board Meeting Calendar

	<u>Date/Time</u>	<u>Commissioners</u>
<b><u>January 2024</u></b>		
Board Meeting	Wednesday, 1/24/24, 8:00-10:00 AM	All
<b><u>February 2024</u></b>		
<b>Special Grant Mtg</b>	<b>Wednesday, 2/21/24, 5:00 to 7:00 PM *</b>	All
Board Meeting	Wednesday, 2/28/24, 8:00-10:00 AM	All
<b><u>March 2024</u></b>		
Board Meeting	Wednesday, 3/27/24, 8:00-10:00 AM	All
<b><u>April 2024</u></b>		
Board Meeting	Wednesday, 4/24/24 8:00-10:00 AM	All
<b><u>May 2024</u></b>		
Board Meeting	Wednesday, 5/22/24, 8:00-10:00 AM	All
<b><u>June 2024</u></b>		
Board Meeting	Wednesday, 6/26/24, 8:00-10:00 AM	All
<b><u>July 2024</u></b>		
Board Meeting	Wednesday, 7/24/24, 8:00-10:00 AM	All
<b><u>August 2024</u></b>		
<b>Special Grants Mtg</b>	<b>Wednesday, 8/21/24, 5:00-7:00 PM *</b>	<b>All</b>
<b>Joint Study Session With ESD Board</b>	<b>Tuesday, 8/27/24, 5:00-7:00 PM *</b>	<b>All</b>
Board Meeting	Wednesday, 8/28/2024, 5:00- 7:00 PM *	All

*\* Indicates an evening Board meeting*

*Regular Board meetings are scheduled on the 4<sup>th</sup> Wednesday of the month at 8:00-10:00am unless otherwise indicated.*

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**September 2024**

<b>Annual Board Retreat</b>	<b>Monday, September 9<sup>th</sup>, 5 to 8 PM *</b>	<b>All</b>
	<b>Tuesday, September 10<sup>th</sup> 5 to 8 PM *</b>	
Board Meeting	Wednesday, 9/25/24, 8:00-10:00 AM	All

**October 2024**

<b>2025 Budget Meeting</b>	<b>Thursday, 10/16/24, 6:00-8:00 PM *</b>	<b>All</b>
Board Meeting	Wednesday, 10/23/24, 8:00-10:00 AM	All

**November 2024**

Board Meeting	Wednesday, 11/20/24, 8:00-10:00 AM	All
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**December 2024**

Board Meeting	Wednesday, 12/18/24, 8:00-10:00 AM	All
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*\* Indicates an evening Board meeting*

*Regular Board meetings are scheduled on the 4<sup>th</sup> Wednesday of the month at 8:00-10:00am unless otherwise indicated.*

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Verdant Health Commission  
Funding Opportunity: Spring 2024 Timeline

	Grant Cycle Spring 2024	November to May	
	FLUXX revisions to applications and workflow for 11/1 launch		October
	Verdant-hosted webinar on Funding Guidelines Q&A for Prospective Applicants (60 minutes each session)	11/14 2:00pm	
	Verdant-hosted webinar on Funding Guidelines Q&A for Prospective Applicants (60 minutes each session)	12/7 10:00am	
	Host on-site or virtual tech assistance for submitting applications and uploading attachments	11/30 10:00am – 2:00pm 12/12 1:00pm – 5:00pm	
	<b>Accept Applications</b>	<b>11/1</b>	<b>12/14</b>
	Compliance and Staff Review	12/18	1/5
	Commissioner assignments and list of ineligible applicants	1/8	
	Send link to applications to commissioners for reading	1/8	
	Commissioner Review Period	1/8	2/9
	Committee Meetings: Review and Consensus (1.5-2 hours/committee)	Week of 2/12 (Program) (Finance) (Executive)	
	Special Board Mtg: Discuss / Finalize Decisions (2 hours)	2/21	
	<b>Monthly Board Mtg</b> (20 min agenda item)	<b>2/28 W</b>	
	Applicants Notified: Emails sent out, Modifications and Contracts	2/29	3/29
	Grant Term Begins	4/1/24	

Balance Sheet					
As of December 31, 2022 and November 30, 2023					
	12/31/2022 Final	11/30/2023	Change from 12/31/22		Comments:
<b>ASSETS</b>					
1 Current Assets					
2 Cash Balance	4,470,365	4,192,358	(278,007)		2022 Reserve funding in 2023 \$1.2MM; 2023 Reserve Funding Jan through November 2023 \$1.83MM.
3 Accounts Receivable	5,991	2,707	(3,284)		
4 Other Current Assets					
5 Paychex Tax Clearing		-	-		
6 Investments	54,137,810	59,177,608	5,039,798		Reflects 2022 reserve funding of \$1.2MM plus 2023 funding (monthly) ttl; \$1.8MM 11 months. Entire investment portfolio balance is reported under current section, maturities are >1 year to 5 years
7 Prepaid Expenses & Others	61,733	186,707	124,974		Prepaid Prop & Casualty Insurances, , LL PPD Lease Commission \$32k, and Tenant PPD lease commission \$44k November (PSG 5 year lease renewal).
8 M&O Tax Levy Receivable	35,134	(42,594)	(77,727)		Other Prepaid Expenses
9 Short Term Lease Receivable	3,609,874	3,609,874	-		11 months \$215k less payments received through 11/30/2023 Levy est \$2,574,000
10 Subtotal Other Current Assets	57,844,550	62,931,595	5,087,045		denotes accounts impacted by GASB 87 implementation retroactive to 1/1/2021
11 Total Current Assets	62,320,906	67,126,659	4,805,753		
12 Long Term Assets			-		
13 Fixed Assets-Net of Depreciation	21,758,626	21,277,039	(481,587)		Hosp, Kruger, VCWC, VV 2023: Tracking Kruger Refresh Costs in CIP: Total at 11/30/2023: \$507k JPC Architects & all related consulting & progress billings, FSI as built drawings, Permits, JSH construction management. Will reclass to FA category as each project is completed.
14 TI	181,009	125,613	(55,396)		Balance in unamortized tenant improvement allowances; \$125,613 at 11/30/23 reported this line is net unamortized tenant TI's.
15 Lease Receivables-LT Lease and Interest Receivable	259,319,798	259,319,798	-		New GASB 87- LT Portion Lease Receivable \$258MM Interest \$710k
16 TOTAL ASSETS	343,580,339	347,849,109	4,268,770		1. No interim adjustments are being made to the financial statements for the GASB 87 impacts on lease and interest revenue. All adjustments will be made at year end December 31.
<b>LIABILITIES &amp; NET POSITION</b>					
17 Liabilities					
18 Current Liabilities					
19 Accounts Payable & Unclaimed Property	30,538	16,698	(13,840)		11/30/223 Accounts Payable <\$4k> ppd vendor balance; Unclaimed Property \$21k.
20 Credit Cards	894	3,098	2,203		
21 Tenant Prepaid Rents	956,915	1,025,827	68,912		Swedish Hospital and Clinics December rents paid in November
22 Other Payables & Accruals	259,061	154,347	(104,714)		Business Taxes, Accrued Operating Expenses, Tenant Security Deposits-- 12/31/22 balance included year end Grants Payable of \$67k
23 Accrued Salary & Benefits	39,868	27,991	(11,877)		November lower accrual due to timing of biweekly PR
24 Estimated Self-Insured Reserve	125,000	125,000	-		Contingency reserve for self funded L&I claims and pension adjustments. Set at \$125k.
25 Total Current Liabilities	1,412,276	1,352,960	(59,316)		
26 Long Term Liabilities			-		
27 Deferred Inflow of Resources	255,392,457	253,980,181	(1,412,276)		GASB 87 LT Lease Liability
28 Total Long Term Liabilities	255,392,457	253,980,181	(1,412,276)		
29 TOTAL LIABILITIES	255,392,457	255,333,141	(59,316)		
30 EQUITY	88,187,882	92,515,968	4,328,086		Includes Equity Adjustment for GASB 87 2021 2022
31 TOTAL LIABILITIES & NET POSITION	343,580,339	347,849,109	4,268,770		
Denotes accounts impacted by GASB 87 Lease Standard-Retroactive to 2021 Calendar Year					

**Statement of Income**  
**Months Ending Oct 31st, 2023 and Nov. 30, 2023**

	Month of October 2023	Month of November 2023	Month Change Inc/(dec)	Comments:
<b>1 Operating Revenue</b>				
2 Cash Lease Revenues (Base, CAM, Taxes)	1,030,748	1,032,716	1,967	
3 Deferred Rent Adjustments			-	
4 Grant Repayments	40,322		(40,322)	Grant Repayment October 2023
<b>5 Total Operating Revenue</b>	<b>1,071,070</b>	<b>1,032,716</b>	<b>(38,354)</b>	
<b>6 Program Funding and Operating Expenses</b>				
<b>7 Programs</b>				
<b>8 Total Program Funding</b>	<b>737,311</b>	<b>748,233</b>	<b>10,922</b>	Includes All Program Payments, External Awards & Internal program costs. Fall Award payments began 10/1/2023
<b>9 Operating Expenses</b>				
10 Salaries, Benefits & Contracted Staff	106,654	95,958	(10,696)	Decrease November due to 2 staff vacancies
11 Professional Development/Planning	150	1,000	850	
12 Professional Services	45,902	36,926	(8,976)	Recurring services for: HR/IT/Legal/Property Management/Investment Advisory
13 Purchased Services	46,318	35,305	(11,013)	Regular recurring services for properties; Added VV security patrols. Carpet cleaning & windows in October
14 Supplies, Postage, Dues, Other	10,069	4,528	(5,540)	
15 Repairs, Maintenance & Insurance	25,054	25,933	878	
16 Utilities	13,054	26,674	13,620	November utility costs high--water/storm drains double, researching
17 Business Taxes	5,239	5,901	662	
18 Marketing	17,928	8,144	(9,784)	Fall Canopy Postage paid in October
19 Depreciation	94,951	94,105	(846)	
20 Amortization	5,036	5,036	-	
<b>21 Total Operating Expenses</b>	<b>370,356</b>	<b>339,510</b>	<b>(30,846)</b>	
<b>22 Total Program and Operating Expenses</b>	<b>1,107,668</b>	<b>1,087,744</b>	<b>(19,924)</b>	
<b>23 Net Operating Income (Loss)</b>	<b>(36,598)</b>	<b>(55,028)</b>	<b>(18,430)</b>	<b>Net Operating Loss for the Month of November 2023 (\$55,028)</b>
<b>24 Other Income (Expense)</b>				
25 Other Income			-	
26 Self Funded L&I Reimbursements			-	
27 Self Funded L&I Expenses	(1,254)	(943)	311	
28 Levy Income	215,000	215,000	-	
<b>29 Net Income (Loss) after Levy Income</b>	<b>177,148</b>	<b>159,029</b>	<b>(18,119)</b>	<b>Net Income after Levy and Self Funded L&amp;I Month of November 2023 \$159,029</b>
30 Investment Income-Net of Unrealized Gains (Losses)	196,675	499,448	302,773	November Interest \$173k; Realized Loss (\$91k); Unrealized Gain \$417k
<b>31 Net Income (Loss)</b>	<b>373,824</b>	<b>658,478</b>	<b>284,654</b>	<b>Net Income Month of November 2023 \$658,478</b>

**Statement of Income-Actual v Budget**  
**Month and YTD Ending November 2023**

	November 2023 Actual- Month	November 2023 Budget- Month	Month Fav (Unfav) Variance		November 2023 YTD Actual	November 2023 YTD Budget	YTD Fav (Unfav) Variance	Notes
<b>1 Income</b>								
<b>2 Operating Revenue-</b>	<b>1,032,716</b>	<b>983,036</b>	<b>49,679</b>	F	<b>11,263,551</b>	<b>10,818,012</b>	<b>445,539</b>	F 1/2
<b>3 Expenses</b>								
<b>4 Program Expenses-All Categories</b>	748,233	735,225	(13,008)	F	7,313,546	8,104,176	790,630	F 3
<b>5 Operating Expenses</b>	239,523	277,469	37,945	U	2,887,518	3,081,212	193,694	F 4
<b>6 Depreciation &amp; Amortization</b>	99,987	112,138	12,151	F	1,111,950	1,233,523	121,572	F
<b>7 Total Expenses</b>	<b>1,087,744</b>	<b>1,124,832</b>	<b>37,089</b>	F	<b>11,313,014</b>	<b>12,418,911</b>	<b>1,105,896</b>	F
<b>8 Operating Income (Loss)</b>	<b>(55,028)</b>	<b>(141,796)</b>	<b>86,768</b>	F	<b>(49,464)</b>	<b>(1,600,899)</b>	<b>1,551,435</b>	F
<b>9 Levy and Other Non Operating Income (Expense)</b>								
<b>10 Other Income</b>	-	-	-		15,400	-	15,400	F
<b>11 Levy Income</b>	215,000	215,000	-		2,366,829	2,365,000	1,829	F
<b>12 Investment Income-Net of Unrealized Gains (Losses)</b>	499,448	100,000	399,448	F	2,006,471	1,100,000	906,471	F
<b>13 Self Funded L&amp;I Reimbursements</b>	-	-	-		-	-	-	
<b>14 Self Funded L&amp;I Expenses</b>	(943)	(2,182)	1,239	F	(11,150)	(24,000)	12,850	F
<b>15 Fees, Penalty and Interest</b>	-	-	-		-	-	-	
<b>16 Net Income (Loss) After Other Income</b>	<b>658,478</b>	<b>171,022</b>	<b>487,456</b>	F	<b>4,328,086</b>	<b>1,840,101</b>	<b>2,487,985</b>	F

## Notes:

Reference 2022

(1,032,256)

4,209

(1,036,465)

**1. Revenues-3813**

**Rental Income**-Two suites are still vacant at Kruger Clinic. (#110; 2025 SF & 270; 1945 SF). Repair and refresh has been completed and suites are being actively marketed. Estimated revenue loss from vacancy is ~\$100K rent and ~\$65K in CAM. Value Village lot lease terminated 7.31.23. New lot lease in process @ \$2500 per month effective 12/1/2023. Deferred rent adjustments have been eliminated with the application of GASB 87 accounting for leases. Estimates were inadvertently *budgeted* for 2023. There will be a month and year to date variance on revenue line through 2023 as a result. Cash rental revenue is on pace with budget. GASB 87 adjustments for lease and interest income are not being recorded on an interim basis. These adjustments will be made at year end only. See note 2 below.

**Grant Repayments-\$84k YTD** January 23 & Oct 23 \$84k Project Access-x 2 separate years.

--Operating revenue is trending favorably due to grant repayment, VV lot rental and the deferred rent adjustments in budgeted figure.

**Levy Income**-2023 Rate of \$215k per month

**2. GASB 87 Lease and Interest Income-**

All entries to apply the impact of the standard for 2021 and 2022 were recorded retroactively at 12/31/22. Impact was reviewed at the November 2022 finance and board meetings and with the 2022 audit report. 2023 revenue (lease and interest) entries related to the GASB 87 implementation are not being recorded on an interim basis to the internal management use financials so as not to distort the interim financials and budget reviews. These entries will be recorded annually at each calendar year end.

**3. Expenses-Program:**

Overall program spending below budget \$790k at 10.31.23. Community grant payments under budget at 11/30/23 by \$631k --will finish year at approximately same variance. \$8.1MM total budget. Explanation: Lower than budgeted awards last 2 cycles. Fall award payments began 10/1/23. VOA delay start due to staff vacancy; under budget by \$50k, Internal programs behind pace; \$42k; (Nutrition & MC). Superintendent Discretionary will be fully paid out at \$200k by 12/31/23.

**4. Expenses-Operating:**

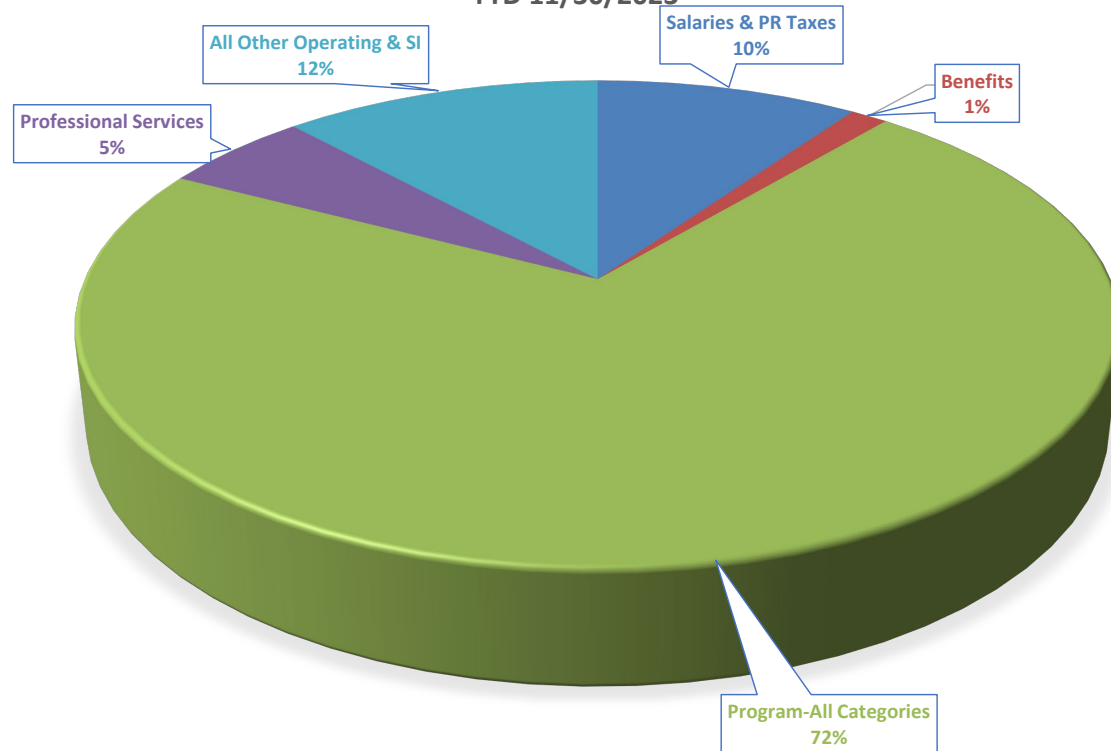
YTD operating expenses are now underbudget by \$193k as the election costs have not yet been invoiced to the District. (Budget is \$180k). This positive variance will decrease by ~\$100k as soon as this is booked in December.

Unbudgeted expenses incurred to date (but covered by contingency budget): Increase in insurance premiums due to property valuation adjustment; Accounting contractor fees due to delayed recruitment (partially offset by staff vacancy--position was budgeted in wage line). Grant Admin contractors--partially offset by staff vacancy. Wellness Center and VV Security patrols were added in 2023. Janitorial, Landscaping and utilities are higher than budget due to added patrols at WC and VV and additional services. Deicing and sanding services to parking lots were underbudgeted by ~\$20k--new more responsive vendor with more frequent servicing. Marketing costs over budget--due to addition of event and higher than budgeted Canopy costs. Kruger RFP and Hospital RFQ consulting costs--professional services were approved expenses not in the original 2023 budget.

To the extent opex variances are CAM related costs, the expenses will be billed back to tenants and offset in revenue line for net zero impact to the District.

2023 Program Spending v Total Budget						12/10/2023
November 30, 2023						
		Jan - November 2023 Actual	% of Budget Incurred	Full Year 2023 Budget	Notes	Remaining Budget Available
11/12th			91.67%			
Programmatic Work						
6000 · External Programs						
1	6011 · Community	6,785,311.47	83.77%	8,100,000.00	1	1,314,688.53
2	6014 · CHART	71,000.00	67.52%	105,150.00		34,150.00
3	6015 · VOA 211	50,820.00	46.20%	110,000.00		59,180.00
4	6017 · Superintendent Discretionary	159,199.34	79.60%	200,000.00	1/2	40,800.66
5						
6	Total 6000 · External Programs	7,066,330.81	82.99%	8,515,150.00		1,448,819.19
6050 · Internal Programs						
7	6053 · Nutrition & Food Security	57,665.51	59.85%	96,350.00		38,684.49
8	6055 · Multicultural Health Programs	28,225.14	64.22%	43,950.00		15,724.86
9	6056 · Behavioral Health & Social Work	147,653.03	100.27%	147,250.00		-403.03
10	6058 · Partner Development & Education	13,412.02	67.06%	20,000.00		6,587.98
11						
12	Total 6050 · Internal Programs	246,955.70	80.30%	307,550.00		60,594.30
13	Total Programmatic Work	7,313,286.51	82.89%	8,822,700.00		1,509,413.49
1 Commissioners reallocated \$100,000 from Community Grant line to Superintendent Discretionary at 8/23/23 Board Meeting. Community Grants 6011 will finish underbudget by approximately \$660k due to lower than budgeted awards in the last 2 cycles. 2 Balance of SD funds 6017 will be paid out in December						

**PUBLIC HOSPITAL DISTRICT #2 OF SNOHOMISH COUNTY OPEX BY CATEGORY VIEW 1**  
**YTD 11/30/2023**



**View 1-Prof Services, Salaries and Benefits, All Other Operating, expressed as total of all expenses**

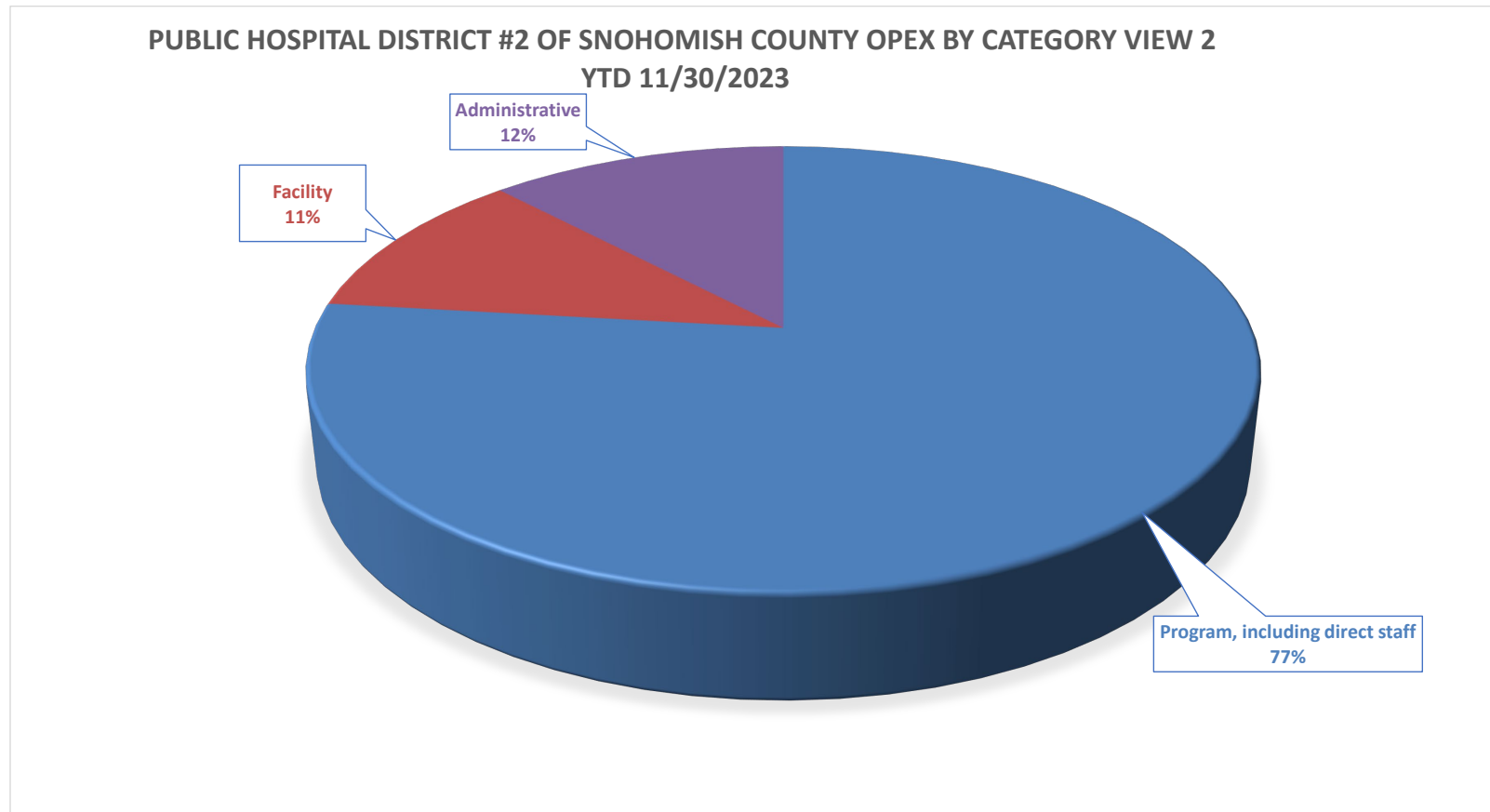
**Professional Services** include Legal, Accounting and Audit, Investment Management, HR Services, IT Services, Property Management & Real Estate Appraisals Special Consulting-Thomas (Hospital), Strategic Planning, DEI)

**Program Costs** in this illustration are grant payments and expenses only and do not include program staff costs (direct or indirect)

**All other Operating expenses include** Repairs and all property related maintenance expenses, utilities, insurances, business taxes, supplies, marketing, self insured L&I and other administrative costs.

**Salaries and Payroll Taxes, Personnel Benefits**-self explanatory

**Depreciation and Amortization** have been removed from this presentation



**View 2-Program with FTE, Property and Administrative Expenses, expressed as total of all expenses**

**Facility Expenses:** Utilities, Repairs, Maintenance, Insurance, Taxes, Property Management and Real Estate related costs, allocation of legal and certain other professional fees related to properties

**Program Costs:** All grants and internal program costs plus Salaries and Benefits only for direct program staff 4.75 FTE

This illustration includes allocation of direct staff only; does not include an allocation for indirect staff S&B, facilities, supplies or other costs that could be reasonably allocated to program expense. This would increase the program cost % by an additional 5%

**Depreciation and Amortization** have been removed from this presentation

**Administrative Costs:** Remaining staff salaries and benefits; supplies, marketing, legal, investment services, accounting and other professional services, self insured L&I costs

PHD #2 Snohomish County-Verdant Health Commission  
November 2023 Warrant Activity

Type	Date	Num	Name	Amount	Memo
<b>Warrants:</b>					
<b>1002 - Wells Warrant Acct *2717</b>				<b>A</b>	
Bill Pmt -Check	11/01/2023	16286	Annika Sahota	677.60	10/23 - MC-23-1026 Work
Bill Pmt -Check	11/01/2023	16287	Christine Goff	816.49	10/18/23 and 10/25/23 - Three Ways to Eat Squash & Making Homemade Curries
Bill Pmt -Check	11/01/2023	16288	Lynnwood Event Center	4,951.02	11/3/23 - Community Health Networking Event Final Payment
Bill Pmt -Check	11/01/2023	16289	Moweso Inc.	0.00	VOID: August and September Website hosting & Security Maintenance
Bill Pmt -Check	11/01/2023	16290	Seattle Food Nut	948.81	cooking demo
Bill Pmt -Check	11/01/2023	16291	US Postal Service	17,300.22	Q4 2023 Adpro canopy brochure postage
Bill Pmt -Check	11/09/2023	16292	Anna Tarkowska McCleary	4,050.00	10/23 - Kruger Project Management
Bill Pmt -Check	11/09/2023	16293	Arlen Rose Frazier	0.00	VOID: 11/23 - Behavioral Health Programming - Grief & Loss Session - Check lost
Bill Pmt -Check	11/09/2023	16294	Foster Garvey PC	0.00	VOID: 9/23 - Legal Services - Check Lost
Bill Pmt -Check	11/09/2023	16295	South County Fire	7,000.00	11/23 - Emergency cold weather hygiene kits
Bill Pmt -Check	11/09/2023	16296	Volunteers of Am Western WA	0.00	VOID: Check Lost 4/23 - 1/24 CSW 2023-06 Soth County Community Resource Advocate (7th of 10 Paym.
Bill Pmt -Check	11/09/2023	16297	Health Care Authority (PEBB)	0.00	VOID: 11/23 - Health Insurance and Life AD&D - Check Lost
Bill Pmt -Check	11/09/2023	16298	Lesbia G Orellana	0.00	VOID: 10/30/23 - Spanish Support Group Session - Check lost in the mail
Bill Pmt -Check	11/09/2023	16299	Payden & Rygel	0.00	VOID: 10/23 - Monthly Investment Advisory Fee - Check Lost
Bill Pmt -Check	11/09/2023	16300	Turner HR Services, Inc.	0.00	VOID: 10/23 - HR Consulting Services and Job listings - Check Lost
Bill Pmt -Check	11/09/2023	16301	Verizon	0.00	VOID: 11/23 - Verdant Monthly cell phone - Check Lost
Bill Pmt -Check	11/09/2023	16302	WA State Dept of Labor & Industries	0.00	VOID: Q2 and Q3 L&I - Check Lost
Bill Pmt -Check	11/09/2023	16303	Wells Fargo	0.00	VOID: WF Credit Card #8911, #5850, #8329 and #2163 Check Lost
Bill Pmt -Check	11/16/2023	16304	Adpro Litho	8,126.00	Community update (Canopy) postcards 6x7
Bill Pmt -Check	11/16/2023	16305	Allstream	149.17	11/3/23 - 12/02/23 Phone/Internet Service at Value Village
Bill Pmt -Check	11/16/2023	16306	Ana Evelin Garcia	1,200.00	9/20/23, 9/26/23, 10/18/23 and 10/31/23 Support Groups
Bill Pmt -Check	11/16/2023	16307	Canon Financial Services, Inc.	580.35	11/23 - Konikna Copier Lease & Maintenance
Bill Pmt -Check	11/16/2023	16308	City of Lynnwood - DBS	590.80	Permit Fee for Electrical and Plan Review at Verdant
Bill Pmt -Check	11/16/2023	16309	Courageous You PLLC	1,000.00	Master Social Work LICSW Clinical Supervision
Bill Pmt -Check	11/16/2023	16310	Daniella Valeska Ochoa	600.00	10/23/23 and 11/13/23 Kitchen Collaborative Food Sessions
Bill Pmt -Check	11/16/2023	16311	Dynamic Computing, Inc.	1,354.85	WGT40343: Watchguard T40 Basic Renewal
Bill Pmt -Check	11/16/2023	16312	Chinese Service Center	2,500.00	S545 Payment 2 of 2 - Suprintendent Discretionary
Bill Pmt -Check	11/16/2023	16313	Inside Health Institute	3,500.00	S544 Payment 2 of 2 - Suprintendent Discretionary
Bill Pmt -Check	11/16/2023	16314	Volunteers of Am Western WA	13,000.00	Emergency Shelter support for contract #CSW-2023-05-A-2
Bill Pmt -Check	11/16/2023	16315	Lynnwood Event Center	2,232.50	Verdant Well + Being Expo 3/9/2023 Deposit
Bill Pmt -Check	11/16/2023	16316	Rachel Bergman	175.00	11/6/23 - Copywriting Services
Bill Pmt -Check	11/16/2023	16317	Sound Dietitians LLC	2,032.96	Oct 23 Cooking Demos, Supplies and Consulting
Bill Pmt -Check	11/29/2023	16318	Christine Goff	827.16	11/5/23 and 11/15/23 Food Demo and Recipe Ingredients
Bill Pmt -Check	11/29/2023	16319	Dynamic Computing, Inc.	8,204.52	Annual Renewal for Adobe and Creative Cloud, IT Support and Software Subscriptions
Bill Pmt -Check	11/29/2023	16320	KMD Architects	1,187.00	10/23 - Instruction fo Bidders, RFQ Prep, Revised Scope
Bill Pmt -Check	11/29/2023	16321	Lesbia G Orellana	300.00	10/30/23 - Spanish Support Group Session
Bill Pmt -Check	11/29/2023	16322	Safeway	1,330.00	Food vouchers 133 \$10 each
Bill Pmt -Check	11/29/2023	16323	Seattle Food Nut	883.21	11/23 - Food Demo and Supplies
Bill Pmt -Check	11/29/2023	16324	Seattle Visiting Nurse Association	8,200.00	11/23 - Suprintendent Discretionary Grant for Vaccines
Bill Pmt -Check	11/29/2023	16325	Arlen Rose Frazier	320.00	11/23 - Behavioral Health Programming - Grief & Loss Session
Bill Pmt -Check	11/29/2023	16326	Foster Garvey PC	12,065.00	Legal Services
Bill Pmt -Check	11/29/2023	16327	Health Care Authority (PEBB)	10,319.74	11/23 - Health Insurance and Life AD&D
Bill Pmt -Check	11/29/2023	16328	Payden & Rygel	9,702.00	10/23 - Monthly Investment Advisory Fee
Bill Pmt -Check	11/29/2023	16329	Turner HR Services, Inc.	2,375.00	10/23 - HR Consulting Services and Job listings
Bill Pmt -Check	11/29/2023	16330	Volunteers of Am Western WA	7,260.00	4/23 - 1/24 CSW 2023-06 South County Community Resource Advocate
Bill Pmt -Check	11/29/2023	16331	WA State Dept of Labor & Industries	109.54	Q2 & Q3 L&I
Bill Pmt -Check	11/29/2023	16332	Wells Fargo	3,428.85	10/23 - Credit Card Payment
<b>Total 1002 - Wells Warrant Acct *2717</b>				<b>139,297.79 A</b>	

continued to next page

Note: Stop payments issued on all checks shown as void/lost



PHD #2 Snohomish County-Verdant Health Commission  
November 2023 Warrant Activity

Type	Date	Num	Name	Amount	Memo
<b>Wells Fargo Property Management *7265</b>				<b>B</b>	
Check	11/09/2023	J2337	Armstrong Services	12,676.70	Monthly Janitorial Services
Check	11/09/2023	J2338	Camden Gardens, Inc.	2,447.52	Monthly Seasonal Maintenance Services
Check	11/09/2023	J2339	City of Lynnwood - Utilities	935.10	9.6.23 - 11.1.23 Water/Sewer
Check	11/09/2023	J2340	Comcast - Acct # 8498310221378586	337.63	Acct # 8498310221378586 11/7/23 - 12/6/23 Services
Check	11/09/2023	J2342	Commercial Property Maintenance, Inc.	2,277.93	10/23 - Checking exterior/interior lighting, toilet runs
Check	11/09/2023	J2343	Consolidated Landscape Maintenance, Inc.	655.87	11/23 - Monthly Landscape Maintenance
Check	11/09/2023	J2344	Guardian Security Systems, Inc.	707.81	12/1 - 12/31/23 Inv. #1421575 and Inv. 1423008 AES Monitoring
Check	11/09/2023	J2345	McKinstry Co., LLC	3,482.52	Inv. #10228254 Nov, Dec, & Jan. 2024 Maintenance. Inv. #10229790 HVAC
Check	11/09/2023	J2346	Republic Services	2,870.33	10/1 - 10/31/23 - Garbage Services - Kruger
Check	11/09/2023	J2347	Schindler Elevator Corporation	347.31	11/23 - Monthly Maintenance Contract - Verdant
Check	11/09/2023	J2348	Snohomish County PUD	6,400.64	9/29/23 - 10/30/23 - Electricity for Verdant and Kruger
Check	11/09/2023	J2349	Waste Management	649.40	10/1 - 10/31/23 - Gargbage
Check	11/09/2023	J2350	Western Exterminator Company	259.51	Monthly Pest Control
Check	11/09/2023	J2341	Comcast	1,292.16	Acct. #905447969 and Acct. #933676367 11/1 - 11/30/23 Services
Check	11/17/2023	J2351	Aardvark Services Corp.	97.45	Inv. #240954 Sweeping Services
Check	11/17/2023	J2352	Commercial Property Maintenance, Inc.	920.66	11/7/23 - Inv. #111761 & Inv. 111773 Ice Melt, Light Check, Toilet Run
Check	11/17/2023	J2353	Jones Lang LaSalle Brokerage, Inc.	44,230.00	Inv. #LM00000667395001 Renewal Commission
Check	11/17/2023	J2354	McKinstry Co., LLC	774.47	11/13/23 - Bill Back HVAC Diagnostic - PS Gastro
Check	11/17/2023	J2355	Pacific Facility Services	309.40	WO-0943 Snow and Ice Removal melt at Kruger
Check	11/17/2023	J2356	Allied Universal Security Services	7,637.28	10/27 - 11/9/23 - Security Services at Kruger
Check	11/17/2023	J2357	Ziply Fiber	281.91	11/7/23 - 12/6/23 Acct. #9145 Phone/Internet
Check	11/17/2023	J2358	Ziply Fiber	140.61	11/7/23 - 12/6/23 Acct. #3965 Phone/Internet
Check	11/17/2023	J2359	Ziply Fiber	62.19	11/7/23 - 12/6/23 Acct. #6035 Phone/Internet
Check	11/30/2023	J2360	Armstrong Services	2,287.58	11/17/23 - Janitorial Supplies
Check	11/30/2023	J2361	City of Edmonds - Utilities	5,741.63	9.16.23 - 11.15.23 Water bill for Value Village and Kruger
Check	11/30/2023	J2362	Columbia Roofing	4,364.49	Roof Cleaning at Kruger
Check	11/30/2023	J2363	Commercial Property Maintenance, Inc.	2,318.87	11/23 - VV Building Inspection, lights, plumbing, locks
Check	11/30/2023	J2364	JSH Properties Inc	7,615.58	11/23 - Management Fees for Verdant, Kruger and Value Village
Check	11/30/2023	J2365	Snohomish County PUD	1,266.36	10.20.23 - 11.17.23 - Elecrrtricity
Check	11/30/2023	J2366	Allied Universal Security Services	7,914.00	11/10/23 - 11/23/23 Security Services at Kruger
				<b>121,302.91</b>	<b>B</b>
<b>Total Wells Fargo Property Management Acct *7265</b>				<b>0.00</b>	<b>C</b>
<b>1003 - Wells Work Comp Acct *2725</b>				<b>0.00</b>	<b>C</b>
<b>Total Warrants</b>				<b>260,600.70</b>	<b>A-C</b>

Public Hospital District #2 Snohomish County-Verdant Health Commission  
**Electronic Disbursements and Summary November 2023**

Type	Date	Num	Name	Amount	Memo
<b>Electronic Payments</b>					
<b>Wells Fargo Operating Acct *2709</b>					
<b>ACH Program Payments</b>				<b>D</b>	
ACH	11/15/2023	ACH Gm1787	Boys & Girls Club of Sno County	8,333.00	A540 - BGCSC Behavioral Health Uplift Initiative
ACH	11/15/2023	ACH Gm1788	Cancer Lifeline	1,250.00	A579 - Increasing Mental Health Access & Acquity
ACH	11/15/2023	ACH Gm1789	Center for Human Services	43,822.00	A571-School Based Youth Services, A541 Behavioral Health Integration
ACH	11/15/2023	ACH Gm1790	ChildStrive	38,327.00	A589 - Childstrive Parents as Teachers & Early Support, A556 - Nurse Family Practitioners
ACH	11/15/2023	ACH Gm1793	The Clearwater School	4,165.00	A585 - Health Families: Listening, Learning and Leading with Love
ACH	11/15/2023	ACH Gm1794	Communities of Color Coalition	12,495.00	A584 - Reclaiming Roots to Wellness
ACH	11/15/2023	ACH Gm1795	Community Health Center of Sno County	33,993.00	A588 - Mountlake Terr. High SBHC; A557 - Dental Program and Meadowdale School Services
ACH	11/15/2023	ACH Gm1796	Compass Health	18,750.00	A558 - Community Transitions
ACH	11/15/2023	ACH Gm1797	Domestic Violence Services Sno Co	16,500.00	A542 - DV Supportive Services Project
ACH	11/15/2023	ACH Gm1798	Edmonds Center for the Arts	833.00	A559 - Creative Arts Therapy for Connection and Healing
ACH	11/15/2023	ACH Gm1799	Edmonds College Foundation	23,326.00	A572 - Food Insecurity Expansion Program; A544 - Counseling and Resource Center Mental Health
ACH	11/15/2023	ACH Gm1800	Edmonds Food Bank	10,083.00	A545 - Increased Focus on Nutrition and Culturally Approved Foods
ACH	11/15/2023	ACH Gm1801	Edmonds School District	80,101.00	A576 - Elem Family Resource Adv; A590 - Move60!; A547 School Health Center; A546 Family Resource
ACH	11/15/2023	ACH Gm1802	Edmonds Senior Center	16,610.00	A573 - South Snohomish Vaccine Network; A548 - Improving Health Access to Underserved Communities
ACH	11/15/2023	ACH Gm1803	Foundation for Edmonds School District	11,667.00	A560 - Nourishing Network - Working to End Food Insecurity
ACH	11/15/2023	ACH Gm1804	Helping Hands Project Organization	5,000.00	A562 - Culturally Appropriate Food for Low Income BIPOC
ACH	11/15/2023	ACH Gm1805	Homage Senior Services	37,078.00	A587 - Mental Health Multilanguage Peer Support; A563 - Senior Meals and Mental Health
ACH	11/15/2023	ACH Gm1806	Jean Kim Foundation	23,651.00	A581 - Hygiene Center
ACH	11/15/2023	ACH Gm1807	Kindering	3,333.00	A564 - Pediatric Therapies and Special Education
ACH	11/15/2023	ACH Gm1808	Korean Community Service Center	13,667.00	A549 - Mind, Body and Soul for Korean Americans
ACH	11/15/2023	ACH Gm1809	Lahai Health	56,654.00	A574 - Lahai Dental Program; A550 - Medical and Mental Health Care Programs
ACH	11/15/2023	ACH Gm1810	Latino Educational Training Institute	14,144.00	A565 - LETI Health and Wellness Program; A551 - Promotor/Volunteer Program
ACH	11/15/2023	ACH Gm1811	Lynnwood Food Bank	6,681.00	A578 - Focus on Nutrition
ACH	11/15/2023	ACH Gm1812	Medical Teams International	12,500.00	A552 - Care & Connect
ACH	11/15/2023	ACH Gm1813	Millenia Ministries	10,829.00	A582 - Mobile Manna
ACH	11/15/2023	ACH Gm1814	NAMI Washington	1,391.00	A577 - Support Groups and Classes
ACH	11/15/2023	ACH Gm1815	Parent Trust for WA Children	2,537.00	A553 - The First Five Years: Mental Health & Parenting Support
ACH	11/15/2023	ACH Gm1816	Prescription Drug Assistance Foundation	5,000.00	A554 - Prescription Drug Assistance Network
ACH	11/15/2023	ACH Gm1817	Project Access Northwest	8,333.00	A566 - Specialty Care Coordination
ACH	11/15/2023	ACH Gm1818	Project Girl Mentoring Program	10,833.00	A555 - Immersion Lab - Connections
ACH	11/15/2023	ACH Gm1820	South County Fire	41,502.00	A575 - Community Resouce Paramedicine Program
ACH	11/15/2023	ACH Gm1821	Sound Pathways	13,460.00	A543 - Syringe Services Expansion
ACH	11/15/2023	ACH Gm1822	Support 7	3,995.00	A580 - Whole Person Emergency Response for Mental Health
ACH	11/15/2023	ACH Gm1822	The Hand UP	14,994.00	A586 - The Highway 99 Hallmark of Hope-Annual Grant
ACH reversal	11/15/2023	ACH Gm1823	The Hand Up	-14,994.00	A586 - The Highway 99 Hallmark of Hope-Annual Grant ACH REJECTED
ACH	11/15/2023	ACH Gm1825	UTSAV	6,250.00	A567 - Reduce the inequalities in Health Access Among South Asian Population
ACH	11/15/2023	ACH Gm1826	Washington West African Center - WAWAC	9,583.00	A561 - Extended Drop-in Center for Mental Health & Food Security
ACH	11/15/2023	ACH Gm1827	Wonderland Child & Family Services	12,500.00	A568 - Prenatal substance exposure services for families
ACH	11/15/2023	ACH Gm1828	YMCA of Greater Seattle	6,083.00	A569 - Community Health Naviation to Support East African Community
ACH	11/15/2023	ACH Gm1829	YWCA of Seattle, King and Sno Co	6,083.00	A570 - YWCA Health Care Access Services
ACH	11/15/2023	ACH SD1791	City of Edmonds	20,000.00	S550 - Care Coordinator-SD
ACH	11/15/2023	ACH SD1792	City of Mountlake Terrace	3,000.00	S548 - Beginner Swimming Lessons-SD
ACH	11/15/2023	ACH SD1819	Snohomish County Legal Services	6,666.67	S553 - Legal Aid for Vulnerable South SnoCo Residents-November SD payment
ACH	11/15/2023	ACH Gm1824	Therapeutic Health Services	27,333.00	S552 - Integrated Cognitive Therapies Program-SD November Installment
<b>Total 1001 · ACH Grants Wells Fargo Operating Acct *2709</b>				<b>688,341.67</b>	<b>D</b>

continued to next page

Public Hospital District #2 Snohomish County-Verdant Health Commission  
**Electronic Disbursements and Summary November 2023**

Type	Date	Num	Name	Amount	Memo
<b>ACH-All Other Operating</b>				<b>E</b>	
Check	11/01/2023	ACH 1784	Paychex	28,468.34	PPE 10.28.23 Ck date 11.02.23 Payroll
Check	11/01/2023	ACH 1785	Paychex	8,813.72	PPE 10.28.23 Ck date 11.02.23 Payroll Taxes
Check	11/01/2023	ACH 1786	Paychex	138.46	PPE 10.28.23 Ck date 11.02.23 EE Deduction
Check	11/02/2023	ACH 1783	Paychex	203.30	PPE 10.28.23 Ck date 11.02.23 Service Fee
Check	11/07/2023	ACH 1782	Principal Life Insurance Co.	1,360.24	1019549-10001 net of credit adjustments
Check	11/10/2023	ACH 1780	Wells Fargo Merchant Services	70.00	11/23 - Merchant Service Fee
Check	11/10/2023	ACH 1781	Paychex	40.00	Time & Attendance Fee
Check	11/14/2023	ACH 1798	Valic	2,522.97	PPE 10.28.23 Ck Date 11.02.23 EE Contribution
Check	11/14/2023	ACH 1799	Valic	1,712.88	PPE 10.28.23 Ck Date 11.02.23 ER Contribution
Check	11/15/2023	ACH 1794	Paychex	28,659.24	PPE 11.11.23 CK Date 11.16.23 Payroll
Check	11/15/2023	ACH 1796	Paychex	7,814.47	PPE 11.11.23 CK Date 11.16.23 Payroll Taxes
Check	11/15/2023	ACH 1797	US Bank	166,666.00	11/23 - Monthly Investment
Check	11/16/2023	ACH 1792	Paychex	199.10	PPE 11.11.23 Ck date 11.16.23 Service Fee
Check	11/16/2023	ACH 1793	AmeriFlex Business Solutions	17.25	FSA Claims Clearing Admin Fee
Check	11/16/2023	ACH 1795	Paychex	138.46	PPE 11.11.23 CK Date 11.16.23 EE Deduction
Check	11/20/2023	ACH 1808	AmeriFlex Business Solutions	202.85	Claims Clearing
Check	11/20/2023	ACH 1809	Paychex	139.36	PPE 11.11.23 Ck Date 11.16.23 Payroll Service Fee
Check	11/21/2023	ACH 1806	Valic	2,522.97	PPE 11.11.23 Ck date 11.16.23 EE Deduction
Check	11/21/2023	ACH 1807	Valic	1,707.00	PPE 11.11.23 Ck date 11.16.23 ER Deduction
Check	11/27/2023	ACH 1805	AmeriFlex Business Solutions	1.78	Claims Clearing
Check	11/28/2023	ACH 1804	WA State Department of Revenue	788.75	October 2023 B&O Tax Submission
Check	11/29/2023	ACH 1801	Paychex	28,706.25	PPE 11.25.23 Ck Date 11.30.23 Payroll
Check	11/29/2023	ACH 1802	Paychex	7,775.44	PPE 11.25.23 Ck Date 11.30.23 Payroll Taxes
Check	11/29/2023	ACH 1803	Paychex	138.46	PPE 11.25.23 Ck Date 11.30.23 EE Deduction
Check	11/30/2023	ACH 1800	Paychex	194.90	PPE 11.25.23 Ck Date 11.30.23 Payroll Service Fee
<b>Subtotal ACH All Other Operating Acct * 2709</b>				<b>289,002.19 E</b>	
<b>Total Electronic Disbursements Nov 2023</b>				<b>977,343.86 D-E</b>	
<b>Summary-</b>				<b>Amount Ref</b>	
Warrants-All Accounts				260,600.70 A-C	
Electronic Disbursements-Acct 2709				977,343.86 D-E	
<b>Total Disbursements November 2023</b>				<b>1,237,944.56</b>	

PUBLIC HOSPITAL DISTRICT #2 OF SNOHOMISH COUNTY

DBA VERDANT HEALTH COMMISSION

WARRANT AND ELECTRONIC DISBURSEMENT APPROVAL- November 2023

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 in the supporting schedules referenced A-C and D-E have been received and the Warrant Numbers and Electronic Transactions detailed herein have been issued in the payment amounts as follows:

Type	Account	By	Date	Check #	Total	Reference
Warrants	2717-Warrant	Verdant	11/1/23 - 11/30/23	16286 - 16332	139,297.79	<b>A</b>
Warrants	7265-Property Management	JSH	11/1/23 - 11/30/23	J2337 - J2366	121,302.91	<b>B</b>
Warrants	2725-Workers Comp	Eberle Vivian	11/1/23 - 11/30/23	0	-	<b>C</b>
				<b>Subtotal Warrants</b>	<b>260,600.70</b>	
Electronic	2709-Operating	Verdant	11/1/23 - 11/30/23	<b>Subtotal Electronic</b>	<b>977,343.86</b>	<b>D-E</b>
				<b>Total Disbursements</b>	<b><u>1,237,944.56</u></b>	

These warrants and electronic disbursements are hereby approved.

Attest:

\_\_\_\_\_  
Riene Simpson-CPA, Director of Finance  
District Auditor

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

**2024 SALARY RANGES-**

Applied 3% COLA As approved by BOC 10/25/23  
Each step is 2% incremental increase

PB: RS 11/27/2023 For review and approval by Commissioners Approval Date:

2023 x 1.03 2023 x 1.03  
2024

STRUCTURE: 19 Steps; starting at minimum, with 2% between each step ending with maximum at step 19

Classification Group	Titles	FLSA Status	Minimum	Maximum	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	STEP 14	STEP 15	STEP 16	STEP 17	STEP 18	STEP 19
Director Level	Director of Community Impact & Grantmaking	Exempt	\$ 107,120	\$ 152,994	107,120	109,262	111,448	113,677	115,950	118,269	120,635	123,047	125,508	128,018	130,579	133,190	135,854	138,571	141,343	144,169	147,053	149,994	152,994
	Director of Finance	Exempt	\$ 107,120	\$ 152,994	107,120	109,262	111,448	113,677	115,950	118,269	120,635	123,047	125,508	128,018	130,579	133,190	135,854	138,571	141,343	144,169	147,053	149,994	152,994
Manager Level	Digital Communications & Marketing Manager	Exempt	\$ 69,628	\$ 99,445	69,628	71,021	72,441	73,890	75,368	76,875	78,412	79,981	81,580	83,212	84,876	86,574	88,305	90,071	91,873	93,710	95,584	97,496	99,445
	Grants & Data Manager	Exempt	\$ 69,628	\$ 99,445	69,628	71,021	72,441	73,890	75,368	76,875	78,412	79,981	81,580	83,212	84,876	86,574	88,305	90,071	91,873	93,710	95,584	97,496	99,445
	Exec Asst/Office Manager	Exempt	\$ 69,628	\$ 99,445	69,628	71,021	72,441	73,890	75,368	76,875	78,412	79,981	81,580	83,212	84,876	86,574	88,305	90,071	91,873	93,710	95,584	97,496	99,445
	Community Engagement Manager	Exempt	\$ 69,628	\$ 99,445	69,628	71,021	72,441	73,890	75,368	76,875	78,412	79,981	81,580	83,212	84,876	86,574	88,305	90,071	91,873	93,710	95,584	97,496	99,445
Technical Professional Level	Community Support Specialist/Social Worker	Non-exempt	\$ 28.33	\$ 40.44	28.33	28.89	29.47	30.06	30.66	31.27	31.90	32.54	33.19	33.85	34.53	35.22	35.92	36.64	37.37	38.12	38.88	39.66	40.44
	Fiscal Specialist II-NEW 2023	Non-exempt	\$ 28.33	\$ 40.44	28.33	28.89	29.47	30.06	30.66	31.27	31.90	32.54	33.19	33.85	34.53	35.22	35.92	36.64	37.37	38.12	38.88	39.66	40.44
	Digital Communications Specialist	Non-exempt	\$ 28.33	\$ 40.44	28.33	28.89	29.47	30.06	30.66	31.27	31.90	32.54	33.19	33.85	34.53	35.22	35.92	36.64	37.37	38.12	38.88	39.66	40.44
	Community Engagement Specialist-NEW 2023	Non-exempt	\$ 28.33	\$ 40.44	28.33	28.89	29.47	30.06	30.66	31.27	31.90	32.54	33.19	33.85	34.53	35.22	35.92	36.64	37.37	38.12	38.88	39.66	40.44
Program Support Staff Level	Wellness Center Assistant(s)	Non-exempt	\$ 28.33	\$ 40.44	28.33	28.89	29.47	30.06	30.66	31.27	31.90	32.54	33.19	33.85	34.53	35.22	35.92	36.64	37.37	38.12	38.88	39.66	40.44
Interns*			\$ 23.57	23.57	23.57 NA one rate																		

11/30/2023

3% COLA approved by Board of Commissioners 10/25/23

Added Fiscal Specialist to Technical Professional Section

Added Community Engagement Specialist to Technical Professional Section

\* Interns increased from \$22.88 per hour (2023 rate) x 3% --no step increases

Submitted to Superintendent and HR Consultant for review 11/30/2023

Commissioner Review:

Program 11/7/2023

Finance 11/12/2023

Exec 12/13/2023

Board 11/20/2023

Individual employee position tabs will be updated with final rates upon receipt of performance reviews from Superintendent

To KT and LE 11/29/2023

## **Verdant Community Social Worker Highlights: November / December 2023**

- Case Management – continuing support for fifteen clients.
- Continue to provide inreach/outreach with Swedish Edmonds Hospital.
- CHART Leadership and Facilitation – Ongoing support for the CHART program and clients.
- VOA 211 Community Resource Advocate – Continuing support and community introductions.
- This past month included, weekly team check ins, monthly County Outreach Coalition, the monthly County, Human Services Providers call, monthly Homeless Policy Taskforce, and the monthly Snohomish County Community Behavioral Health Committee. Annual meeting with social worker and medical staff from the Edmonds Waterfront Center.
- Hosted our final South Snohomish County Case Managers meeting on December 4. This included local social workers and their management, and representatives from fire, police, hospital and social service agencies. The purpose of this meeting is to network and discuss community needs and barriers.
- I took a vacation through this period for 1.5 weeks.
- 2023 Programming –
  - Provider training titled Neurocriminology on December 7, was success with a total of 35 attendees.
  - An 8 week community behavioral health therapeutic support group title Building Healthy Relationships was completed early December, and had a total of 7 attendees.(max would have been 8-10).

# Marketing Report

## December 2023

### Social Media:

#### Facebook reach

16,041

12.6%

#### Instagram reach

1,859

72.5%

#### Paid reach

18,152

10.4%

We have begun the posting of health-related post.

### Current Happenings:

We are currently organizing the Well+Being Expo for March 9<sup>th</sup>, 2024. We are in the process of obtaining speakers for the event.

We are currently setting up the dates for the Edmonds School District Mental Health School tour. We will be visiting 3 schools. One school in February and 2 in March.

### Link to all of our online platforms:

<https://linktr.ee/verdanthealthcommission>

### E-Newsletter:

<https://mailchi.mp/verdanthealth/verdant-news-august-9426934>

## Content:

**Well+Being  
EXPO**

Save The Date

**Saturday  
March 9th, 2024  
10am - 5pm**

**Lynnwood Event Center**  
3711 196th St SW, Lynnwood, WA 98036

**verdant**  
HEALTH COMMISSION  
SERVING SOUTH SNOHOMISH COUNTY  
4710 196th St SW Lynnwood, WA 98036

Make Healthy Substitutes

Ask a Dietitian

**Cooking is fun!**

Get involved and learn something new. We offer a variety of healthy living and wellness classes and events.

Meet New PEOPLE

Learn New RECIPES

TEEN Cook-Along Classes (ages 11-17)

Monthly ADULT Classes

Register @:  
[verdanthhealth.org](http://verdanthhealth.org)

## Events:

### Edmonds Rotary Club Lunch







# Wawac Pillar Certificate of Recognition

## *Verdant Health Commission*

On this 2nd day of December 2023 at the Official Grand Opening of the  
Washington West African Center held at Alderwood Business Center.  
Your belief in our mission and commitment to making a positive impact has  
been the driving force behind our success.

Executive Director  
WASHINGTON WEST AFRICAN CENTER  
Pa Ousman Joof



Board Chair  
WASHINGTON WEST AFRICAN CENTER  
Gloria Walton

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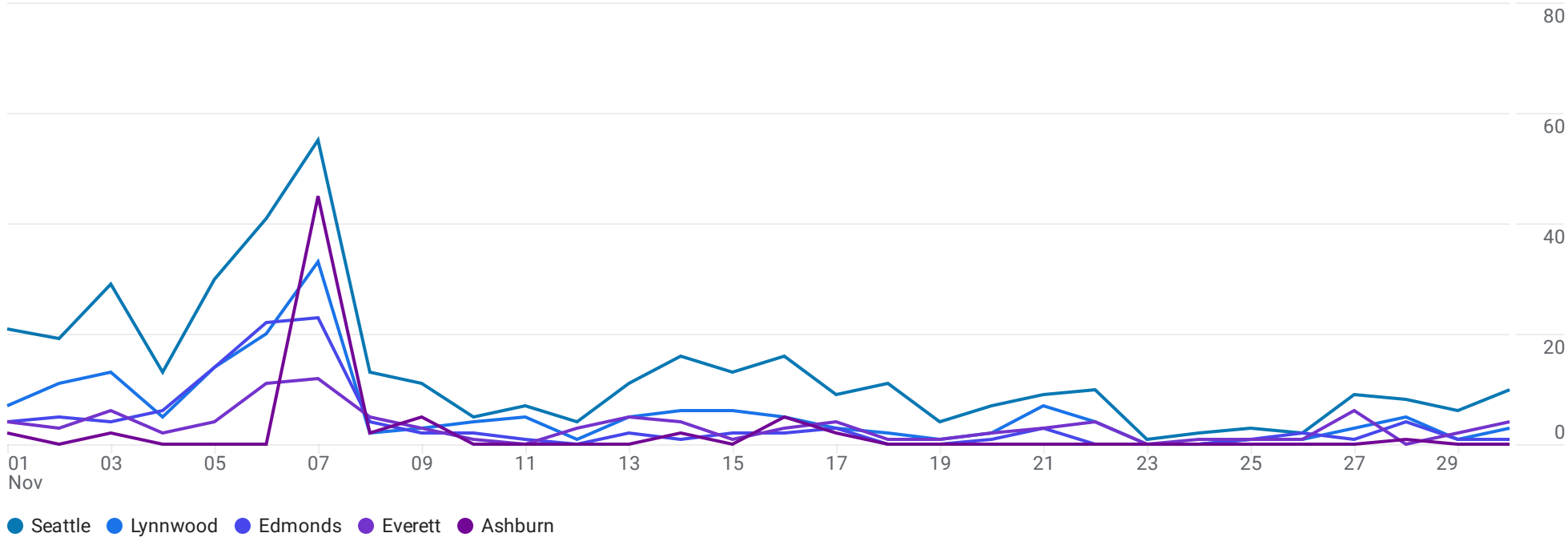
Nov 1 - Nov 30, 2023

Demographic details: City

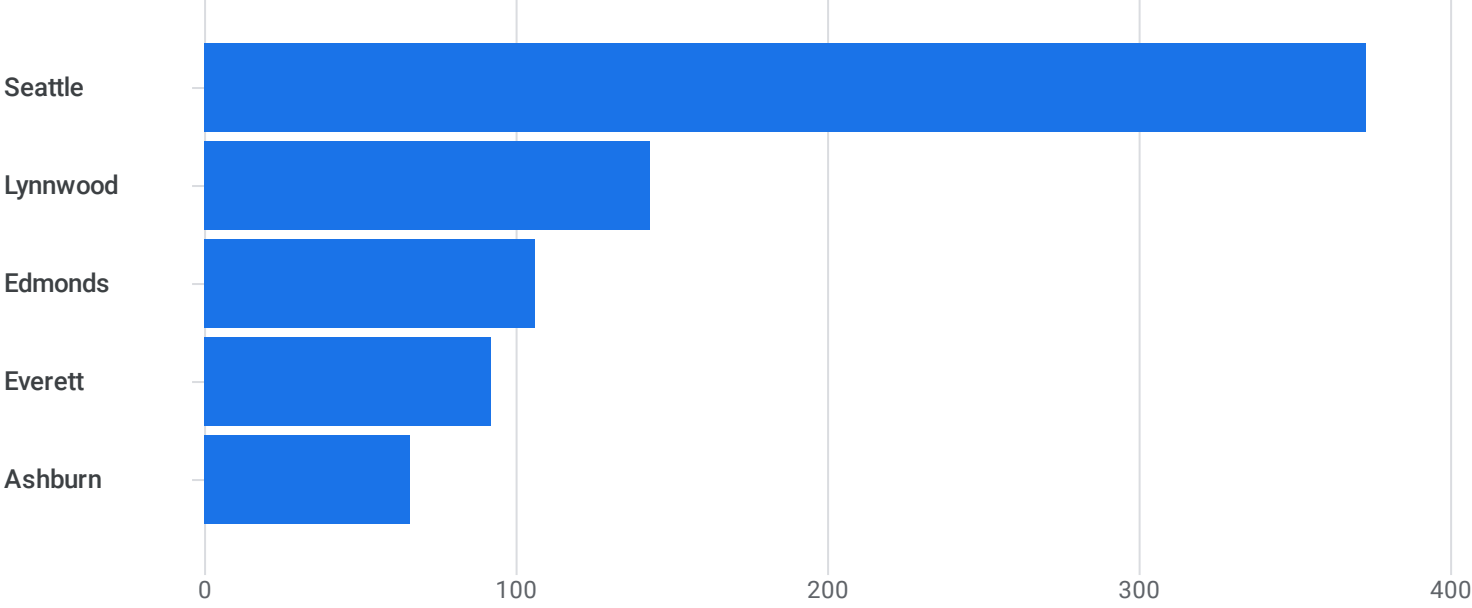
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Add filter +

Users by City over time



Users by City



Search...

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Go to: 1

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City		↓ Users	New users	Engaged sessions	Engagement rate	Engaged sessions per user	Average engagement time	Event count	Conversions	Total revenue
		1,980	1,888	892	35.87%	0.45	0s	9,976	834.00	\$0.00
		100% of total	100% of total	100% of total	Avg 0%	Avg 0%	Avg 0%	100% of total	100% of total	
1	Seattle	373	343	220	47.41%	0.59	0s	2,033	197.00	\$0.00
2	Lynnwood	143	128	129	54.89%	0.90	0s	1,035	115.00	\$0.00
3	(not set)	138	132	27	17.88%	0.20	0s	519	25.00	\$0.00
4	Edmonds	106	96	66	51.16%	0.62	0s	616	77.00	\$0.00
5	Everett	92	78	61	52.59%	0.66	0s	519	55.00	\$0.00
6	Ashburn	66	66	1	1.52%	0.02	0s	199	0.00	\$0.00
7	Columbus	34	34	0	0%	0.00	0s	102	0.00	\$0.00
8	New York	31	30	10	26.32%	0.32	0s	143	9.00	\$0.00
9	Picnic Point-North Lynnwood	29	26	19	54.29%	0.66	0s	163	18.00	\$0.00
10	Mountlake Terrace	27	24	20	50%	0.74	0s	170	18.00	\$0.00