

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

BOARD OF COMMISSIONERS

**Regular Meeting
via Zoom**

**December 15, 2021
8:00 a.m.-10:00 a.m.**

**Commissioners
Present**

Bob Knowles, President (via Zoom)
Jim Distelhorst, MD, Secretary (via Zoom)
Deana Knutsen, Commissioner (via Zoom)
Karianna Wilson, Commissioner (via Zoom, joined 8:30 a.m.)
Carolyn Brennan, Commissioner (Via Zoom)

Staff

Lisa Edwards, EdD, Superintendent (via Zoom)
Nancy Budd, MSW, Community Social Worker (via Zoom)
Zoe Reese, MPA, Director of Community Impact (via Zoom)
Mary Jo Jacobs, Interim Director of Finance (via Zoom)
Tammy Keuser, Interim Director of Finance (via Zoom)
Kaysi Kelly, Executive Assistant/Office Manager (via Zoom)
Thea Walker, Intern (via Zoom)
Debbie Beaman, Interim Executive Assistant/Office Manager
(via Zoom)
Monika Star, Wellness Center Assistant (via Zoom)

Guests

Kristen Barrante, UW Masters in Nursing student

Call to Order

The Regular Meeting of the Board of Commissioners of Public Hospital District No. 2, Snohomish County, was called to order at 8:01 a.m. by President Knowles.

**Approval of
Minutes**

Motion was made, seconded and passed unanimously to approve the minutes of the Board Meeting on, November 24, 2021. (E:96:21)

Motion was made, seconded and passed unanimously to approve the minutes of the Special Board meeting on November 30, 2021. (E:97:21)

Motion was made, seconded and passed unanimously to approve the minutes of the Special Board Meeting on December 6, 2021 (E:98:21)

**Superintendent
Report:**

**Verdant
Operations
Update**

- Ms. Edwards, EdD introduced Kaysi Kelly, the new Executive Assistant/Office Manager for Verdant.
- Discussed the launch of Fluxx, the new online grant application system, and thanked Zoe and Thea for their hard work on the project.

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- Verdant has now launched its new website as of Monday, 12/13/21 and there will be a presentation at the meeting today to walkthrough its key features.
- She and commissioner Brennan recently toured the Swedish Edmonds campus as part of Brennan's new member orientation.

**Community
Outreach Update**

- Facility usage has increased recently. We look forward to inviting more in-person gatherings at the facility soon.
- Sandra Huber of Verdant was nominated to become a board member of Leadership Snohomish County.
- The new City of Lynnwood Mayor, Christine Frizzell, has been invited to meet commissioners.
- Ms. Edwards, EdD recently met with a counselor at Edmonds College who shared the program was able to talk to three students who were contemplating suicide, and the clinic no longer has a waitlist.

**Executive
Committee Report**

President Knowles reported that the Executive Committee met on Thursday, December 9, 2021 to review the agenda for the December 15, 2021 board meeting.

**Resolution
2021:08-2022
Monthly Board
Meeting Schedule
Officers &
Committees for
2022**

(R:2021:08) ***Motion was made, seconded and passed unanimously to approve Resolution 2021:08.***

President Knowles presented the list of officers and committees for 2022.

**Finance
Committee
Report:**

The Finance Committee met on December 13, 2021.

**Resolution
2021:10-
Appointment of
Tammy Keuser as
Auditor**

(R:2021:10) ***Motion was made, seconded and passed unanimously to approve Resolution 2021:10.***

**Review of
Financial
Statements**

Ms. Keuser reviewed the financial statement and cash activity for November 2021 and noted anything over \$5,000 in payment from the warrants. (E:99:21)

**Authorization for
Payment of
Voucher and
Payroll**

Authorization for payment of vouchers and payroll: Warrant numbers 15192 through 15255 for November 2021 for payment in the amount of \$77,771.03 were presented for approval by commissioner Brennan (E:100:21) ***Motion was***

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made, seconded and passed unanimously to approve the November warrants.

**Resolution
2021:09 - 2021
Budget
Amendment**

Ms. Keuser discussed the four items in the 2021 budget that needed to be revised and showed the total amount of the adjustment on line 129. (R:2021:09) ***Motion was made, seconded and passed unanimously to approve Resolution 2021:09.***

**Program
Committee Report**

Commissioner Knutsen reported that the Program Committee met on Thursday, December 9, 2021.

**Conflict of
Interest**

No conflicts of interest reported.

**Review of 2021
and 2022 Budget
Forecasting**

There were no modifications of contracts for November. Commissioner Knutsen presented two expiring contracts for approval, Project Girl and Volunteers of America. (E:101:21) ***Motion was made, seconded and passed unanimously to approve as follows:***

Project Girl: \$157,660.00

Volunteers of America: \$103,800.00

**Superintendent's
Discretionary**

There were no new funds or ideas in progress.

**Q4 Grant
Recommendations**

A lot of work went into the funding recommendations to bring to the Board. Q4 grant recommendations were presented for approval by Commissioner Knutsen.

Motion was made, seconded and passed unanimously to approve Q4 grant recommendations.

See exhibit (E:102:21) for the list of recommended funding for Q4 grants to be approved.

**Non-Renewal
Guidelines**

Ms. Reese, MPA presented her draft of the Non-Renewal Guidelines, with changes reflected from the November 24, 2021, regular Board Meeting. Commissioner Wilson made a motion to accept the draft guidelines as written.

Motion was made, seconded and passed unanimously to approve.

**Marketing
Presentation: New
Website
Public Comments**

Ms. Walker presented key components of the new Verdant website. President Knowles asked for website traffic analytics which will be presented at next month's meeting.

1. Frederick Brooks, Sound Sports Performance and Training LLC. He submitted a grant in 2021 which was not approved but wanted to introduce himself.

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**Commissioner
Comments**

2. John Kim, Executive Director of Pacific Hospital PDA. They generate lease revenues for those in need. Mr. Kim is a 23-year resident and provided encouragement to Verdant to continue to fund programs that nobody else is funding and making sure that health resources are available to all.
 - Commissioner Brennan expressed her excitement to be a part of the team and learning more about what Verdant does.
 - Commissioner Knutsen added that we've had a great quarter and welcomed the people from the public.
 - Commissioner Wilson thanked Commissioner Knutsen for her work on the Program Committee and recommended the Board might need additional Special Meetings in 2022 to discuss Programs in more detail.
 - Commissioner Distelhorst thanked the team for welcoming him as the upcoming President of the Board.
 - President Knowles thanked everyone for their continued flexibility in navigating changing needs throughout the year.

Executive Session

- President Knowles recessed the meeting at 9:25 a.m. into Executive Session to discuss:
- the acquisition of commercial real estate
 - the qualifications of an applicant for public employment.

President Knowles stated that the board would reconvene in 30 minutes and no action would be taken in Executive Session.

Open Session

The public meeting reconvened at 9:56 a.m.

Adjournment

The meeting was adjourned at 9:57 a.m. by Commissioner Distelhorst.

ATTEST BY:

DocuSigned by:
JSDistelhorst
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President

DocuSigned by:
Karianna Wilson
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Secretary