

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

BOARD OF COMMISSIONERS

**Regular Meeting
via Zoom**

**February 23, 2022
8:00 a.m.-10:00 a.m.**

**Commissioners
Present**

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

Staff

Lisa Edwards, EdD, Superintendent
Nancy Budd, MSW, Community Social Worker
Sandra Huber, Community Engagement Manager
Tammy Keuser, Interim Director of Finance
Kaysi Kelly, Executive Assistant/Office Manager
Thea Walker, Digital Communications Specialist
Debbie Beaman, Interim Executive Assistant/Office Manager
Monika Star, Wellness Center Assistant

Guests

Kara Turner, Turner HR Services, Inc.
Mayor Kyoko Matsumoto-Wright, City of Mountlake Terrace
Jeff Betz, Recreation and Parks Director, City of Mountlake Terrace
Scott Hugill, City Manager, City of Mountlake Terrace
Riene Simpson
Carl Zapora
Linda Grant, CEO, Evergreen Recovery Centers
Mishelle Rutherford, Director of Health Services, Evergreen Recovery Centers

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 Distelhorst.

**Approval of
Minutes**

Motion was made by Commissioner Knowles, seconded by Commissioner Wilson and passed unanimously to approve the minutes of the regular Board Meeting on, January 26, 2022. (E:15:22)

Motion was made by Commissioner Knutsen, seconded by Commissioner Knowles and passed unanimously to approve the minutes of the special Board Meeting on, February 12, 2022. (E:16:22)

Commissioners Meeting
February 23, 2022

- Superintendent Report:** Dr. Edwards, provided an update on Verdant operations and outreach.
- Verdant Operations Update** She thanked Debbie Beaman for her service as Verdant's interim Executive Assistant/Office Manager. Dr Edwards also thanked Sandra Huber, Nancy Budd, and Monika Star for their continued work in programming and community connections and highlighted the numerous classes included in the board meeting packet (E:17:22)
- Community Outreach Update** Dr. Edwards reported that we have increased program offerings and content online to grow awareness of Verdant and its mission. She thanked Alex Franco, Thea Walker, and Tina Sypaphay for their work in the Marketing department. (E:18:22). Dr. Edwards encouraged all attendees to 'like' and follow Verdant's social media pages. Verdant will host an Opioid Crisis Roundtable on March 10, 2022 at 6-7pm. President Distelhorst will act as the moderator for this event.
- Executive Committee Report** President Distelhorst reported that the Executive Committee met on Tuesday, February 15, 2022 to review the agenda for the February 23, 2022 board meeting. No action was taken at this meeting.
- Community Presentation: Mayor Matsumoto Wright, City of Mountlake Terrace Update** Mayor Kyoko Matsumoto-Wright provided a brief history of the City of Mountlake Terrace. Jeff Betz, Recreation and Parks Director, City of Mountlake Terrace presented an update on the Recreation, Parks and Open Space Master Plan (RPOS) for City of Mountlake Terrace. Mr. Betz discussed the process to gauge improvement areas for the RPOS and actionable steps to satisfy the need of the community. (E:19:22)
- Executive Session** President Distelhorst announced that the meeting would recess into Executive Session until 9:11am –
1. To evaluate the qualifications of an applicant for public employment
 2. To review and consider proposed sale of real estate
- Open Session** President Distelhorst reconvened open session at 9:21am. No action was taken during Executive Session.
- Finance Committee Report:** The Finance Committee met on February 16, 2022.
- Review of Financial Statements** Ms. Keuser reviewed the financial statement and cash activity for January 2022 and noted any transactions over \$5,000 in payment from the warrants. (E:20:22)

Commissioners Meeting
February 23, 2022

Dr. Edwards clarified there will be a correction to the Committed Funding bar graph on page 22 of the Board packet for the March 23, 2022 regular Board meeting.

Authorization for payment of vouchers and payroll

Authorization for payment of vouchers and payroll: Warrant numbers 15281 through 15341 for January 2022 for payment in the amount of \$150,799.85 were presented for approval by Commissioner Wilson (E:21:22)

Motion was made by Commissioner Wilson, seconded by Commissioner Knowles and passed unanimously to approve the January warrants.

RFP/RFQ for Kruger Clinic Design Work approval

Commissioner Wilson volunteered during the 1/16/22 Finance Committee meeting to be the Board member included in the RFP/RFQ process. (E:22:22)

Motion was made by Commissioner Knutsen, seconded by Commissioner Wilson and passed unanimously to approve the timeline, RFQ and RFPs for Kruger Clinic repairs.

Resolution 2022:03 - Disposition of surplus assets from Swedish hospital

(R:2022:03) ***Motion was made by Commissioner Knowles, seconded by Commissioner Knutsen and passed unanimously to approve Resolution 2022:03.***

Resolution 2022:04 - Appointment of Riene Simpson as Auditor

(R:2022:04) ***Motion was made by Commissioner Wilson, seconded by Commissioner Knowles and passed unanimously to approve Resolution 2022:04.***

Approval of compensation policy with salary ranges

Motion was made by Commissioner Knutsen, seconded by Commissioner Brennan and passed unanimously to approve the revised compensation policy and salary ranges for Verdant staff, effective March 1, 2022.

(E:23:22)

Program Committee Report

Dr. Edwards provided an overview of program activity and grants for January 2022. (E:24:22)

Conflict of Interest

No conflicts of interest reported.

Commissioners Meeting
February 23, 2022

Grant Modification Requests

I. Modifications to Contracts-for Review

Agency	Program	Total Budget	Contract Expiration Date	Status /recommendation
Jean Kim Foundation	Hygiene Center	\$246,633	9/30/2022	Approve request to move staff budget amount of \$85,000 from subcontracting to personnel section.
Cocoon House	Host Home and Youth Reunification Pilot	\$105,000	3/31/2022	Approve request for no-cost extension to move contract end date to 6/30/2022 due to delay in getting fully staffed.
	Total	\$351,633		

Motion was made by Commissioner Knutsen, seconded by Commissioner Wilson and passed unanimously to approve all modification to contracts.

COVID-19 Grant Requests

III. COVID Grant Requests

Agency	Program	Contract Duration	Amount Requested	Description	Recommendation
Refugee Immigrant Services NW	Afghan Navigator	1/1-3/31	\$15,000	Would continue the work started 11/2020 while they complete a Q1 multiyear application for their navigator program.	Fund as requested. Previously funded \$15,000 in 2021.
Washington Kids in Transition	Emergency Housing	1/1-12/31	\$100,000	Funds would support emergency motel vouchers, rental deposits, rental assistance, and utility assistance to ESD McKinney-Vento families and those at risk of homelessness. See an ongoing need for this COVID-related resource.	Fund at \$50,000 for 6 months. Previously funded at \$50,000 in 2021.
		Total	\$115,000		\$65,000

Motion was made by Commissioner Knutsen, seconded by Commissioner Wilson and passed unanimously to approve all COVID grant requests.

Superintendent's Discretionary

IV. Superintendent's Discretionary Newly Funded:

Agency	Program	Contract Duration	Amount	Status
Parent Trust	SMART	1/1-3/31	\$10,000	In process
		Total	\$10,000	

Motion was made by Commissioner Knutsen, seconded by Commissioner Wilson and passed unanimously to approve all Superintendent's discretionary funding.

Public Comments

Carl Zapora, Edmonds resident, wanted to discuss the feasibility of Verdant funding a pickle ball facility as it is one of the largest growing sport activities in recent years. He recalled there was a time Verdant considered opening a sports facility, but the

Commissioners Meeting
February 23, 2022

expenses were too high. A pickle ball facility would be much smaller than tennis courts or indoor pools and much less expensive in maintenance.

**Commissioner
Comments**

Commissioner Knutsen welcomed Riene Simpson, the new Director of Finance and thanked Verdant staff for their hard work.

Commissioner Brennan recognized Lisa Edwards for her hard work to juggle all the moving parts of Verdant.

Adjournment

The meeting was adjourned at 9:50 a.m. by Commissioner Distelhorst.

ATTEST BY:

DocuSigned by:
JSDistelhorst
463092731B124E1...

President

DocuSigned by:
Karianna Wilson
A28385545A4D4A8...

Secretary