

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

August 28, 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

Kara Turner, HR Consultant

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:56:24)

1. Approval of Minutes:
 - a. July 24, 2024 Board Meeting
2. Updated Board Meeting Calendar

Public Comment

None.

Executive Committee Report

President Wilson shared that Executive Committee met to approve today's agenda as well as discuss demolishing the Value Village building. Commissioner Brennan shared that the Board agrees the building is a safety issue. Dr. Edwards clarified

1. Request for motion to

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demolish the
Value Village
building

if the motion passes, the District will discuss a collaboration with South County Fire since they have expressed interest in using the demolition as a training opportunity for their fire fighters.

Commissioner Knutsen made a motion to approve the demolition of the Value Village building, Commissioner Distelhorst seconded. Motion passed.

Finance Report

**1. Review
Financial
Statements &
Cash Activity**

1. Ms. Simpson presented the financial reports for July 2024 (E:57:24), noting any transactions out of the ordinary, compared to prior month periods. Noting that the operating cash balance is decreasing due to construction invoicing. A reserve transfer is required to maintain the operating cash level at \$2,900,000.00 and will be presented later in the agenda.

**2. Authorization
of Payments
of Vouchers
and Payroll**

2. Authorization for payment of vouchers and payroll: Warrants Reference A, No. 16570 through 16595, and Warrants Reference B, No. J2616 through J2650 for July in the amount of \$216,385.46 were presented for approval as well as electronic disbursements in the amount of \$1,385,788.09 for total disbursements of \$1,602,173.55 (E:58:24).

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

**3. Proposal to
increase
verdant
holidays
from 8 to 11**

Ms. Kara Turner, the District's HR Consultant, presented a chart that compared Verdant's holiday policy to other peer organizations (E:59:24). She reiterated that 11 holidays and a floating holiday is standard for a benefits package. Organizations that offer less than 11 paid holidays, have a very generous paid time off policy. The District discussed the potential of comparing their full benefits package with other organizations, but no final decision was made on this matter. Commissioner Brennan provided background that she requested for the Finance Committee look into the holiday policy since she noticed it was not aligned with the holidays she has at the University of Washington. The Finance Committee recommended approving 11 holidays and retaining the floating holiday. Commissioner Knutsen made a motion to recognize three additional holidays, Washington's Birthday,

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Juneteenth, and Veterans Day, bringing the total to 11, in line with other peer organizations.

Motion was made by Commissioner Knutsen, seconded by Commissioner Distelhorst, and passed unanimously to approve the increase of Verdant holidays from 8 to 11.

4. Reserve transfer request

Ms. Simpson presented support for a proposed reserve transfer. Total requirement through the end of the year is \$4,500,000.00 to cover construction and related costs for the Kruger/Langer Clinic and Wellness Center office remodel. The analysis supports the total cash needed from the reserve in order to sustain the 90 day operating cash flow balance through December 31, 2024. (E:60:24).

Motion was made by Commissioner Knutsen, seconded by Commissioner Distelhorst, and passed unanimously to approve the reserve transfer request.

5. Resolution 2024:02 Declaring Fixed Asset Surplus

Ms. Simpson presented Swedish's request to dispose of fixed asset surplus. They are disposing of the old call system from the nurses.

Motion was made by Commissioner Knutsen, seconded by Commissioner Distelhorst, and passed unanimously to approve the resolution 2024:02 Declaring Fixed Asset Surplus.

Executive Session

President Wilson closed the meeting for executive session to begin at 8:35 am and will continue through 8:55 am. This executive session is to review the performance of a public employee.

Started at 8:30am. It ended at 8:55am

Open Session

President Wilson reopened the public meeting at 8:55 am.

Superintendent Report

Dr. Edwards reviewed staff reports for the month of July. Ms. Budd, Verdant Community Social Worker, was able to house 3 individuals over the month, which is a great success with the current difficulty locating housing in Snohomish County

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(E:61:24). Verdant is seeing increased facility use and community programming at the Community Wellness Center.

1. Marketing Presentation

Mr. Lee, Marketing Manager, presented a slideshow on Verdant's current marketing goals (E:62:24). Mr. Lee emphasized the need to increase brand awareness and streamline participation in Verdant sponsored programs, and highlighted the strengths of the organization, including its long-standing relationships with community organizations and its ability to run high-quality programs. He also identified areas for improvement and suggested the potential of collaborative marketing with partners to increase Verdant's reach and impact.

Mr. Lee also presented the preliminary community survey results, Verdant gathered 113 responses from July through August. The goal is to collect 200 responses by October. Commissioner Knutsen highlighted a point of confusion with the community –what is Verdant's connection to the hospital and why they do not run it.

Program Committee Report

1. 2025 Funding Cycle Update

Ms. Erickson provided an update on the 2025 funding cycle. Verdant received 60 applications equaling \$10,012,020.00 in requested funding (E:63:24). Commissioner Knutsen asked if staff and Commissioners will be able to meet prior to discuss the changing climate for organizations in the area to further inform their funding decisions. Dr. Edwards answered that it is currently planned for upcoming committee meetings. There are several organizations that have had major staff changes, discontinued lines of service, as well as location changes which have impacted the number of applications Verdant anticipated. Commissioner Knutsen requested a post cycle survey for Commissioners to provide feedback on the funding process since it is the first annual cycle for Verdant.

2. Superintendent Discretionary: Lynnwood Police Department \$24,741.59

Dr. Edwards notified Commissioners that the Lynnwood Police Department was funded through the Superintendent Discretionary Fund. There are still funds remaining in the fund and staff will be presenting more concept papers. (E:64:24)


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Public Comments None.

**Commissioner
Comments** Commissioner Knutsen and Distelhorst thanked staff for the
information presented.

Adjournment The meeting was adjourned at 9:47 a.m. by President Wilson.

ATTEST BY:

Signed by:

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President

Signed by:

04DDC86CAD8A42E...

Secretary