

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

**BOARD OF COMMISSIONERS**

**Special Meeting**

**Hybrid: In-Person at Verdant Community Wellness Center and via Zoom  
September 11, 2023  
5:00 p.m.-8:00 p.m.**

**Commissioners  
Present**

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

**Staff**

Dr. Lisa Edwards, Superintendent  
Riene Simpson, CPA, Director of Finance  
Leslie Silverman, Interim Director of Community Impact &  
Grantmaking  
Ceil Erickson, Director of Community Impact  
Kaysi Caballero, Executive Assistant/Office Manager  
Kirk Mathis, Digital Marketing & Communications Manager

**Guests**

Brad Berg

**Call to Order**

The special meeting of the Board of Commissioners of Public Hospital District No. 2, Snohomish County, was called to order at 5:00 p.m. by President Distelhorst.

**Land and  
Enslaved People's  
Acknowledgement**

President Distelhorst read the acknowledgement.

**Confirm Retreat  
Goals**

Ms. Helphand walked Commissioners through the agenda of the evening and the goals of today and tomorrow's annual retreat days.

**Affirm Mission,  
Vision, Values, &  
Organizational  
Means**

Ms. Helphand asked Commissioners about a time they felt they were able to withhold Verdant's mission and values and a time they felt inspired.

Commissioners reviewed Verdant's Mission, Vision, Values and Organizational Means (E:55:23). There are no changes to the Mission, Vision, or Values at this time. Commissioners discussed potential clarifications needed for Organizational Means, such as around the meaning of Capacity Building. Commissioners would like to revise the first bullet "Managing and maintaining medical services for the residents of SSC" to better reflect our arrangement with Providence-Swedish, in that Verdant does not "manage" these medical services.

## **Affirm Committee Structures**

Ms. Helphand asked Commissioners for feedback as they think about all the changes over the past year, on how the committee structure is working or not working. These charters were last reviewed by the full Board in October 2022 as part of the annual process.

- Executive Committee (E:56:23):
  - Commissioner discussed the need for reviewing new Commissioner orientation more frequently.
  - Commissioner Wilson would like to revise item #5 to "Provide input into the content and structuring of all Board meeting agendas." This revision will encompass *all* agendas, not just those of our regular monthly meetings.
  - Commissioner Knowles suggested to combine #7 and #9 with a focus on the education and development of skills needed to be on this Board.

Verdant staff will take these suggestions and revise the committee descriptions as suggested and bring them back to the Board for approval at the October 25<sup>th</sup> regular board meeting.

## **Executive Session**

President Distelhorst moved the meeting into executive session at 5:45 p.m. to review and consider proposed sale of real estate. Executive session will end at 6:15 p.m. and no action will be taken during this time.

Executive session was extended to 6:25 p.m.

## **Open Session**

President Distelhorst returned the meeting back to open session at 6:26 p.m. No action was taken.

## **Committee Structures continued...**

- Finance Committee (E:57:23):
  - Commissioner Knutsen suggested revising item #8 to include "and public bidding processes."
  - Commissioners suggested revising item #9 to include "Deviations from the budget or compensation range will be discussed with Finance Committee."
- Program Committee (E:58:23):
  - With regard to grant application scoring, Commissioner Wilson requested for those applications that she was not involved in reviewing, she needs to have some sort of summary or document showing why other Commissioners scored the way they did. She recommends if the timeline is too tight for staff and Commissioners to review additional applications then we should shorten the application timeline to allow more time for internal review.

- Commissioner Knowles recommends adding a new bullet that the Program Committee is responsible for retrieving information, consolidating it, and regurgitating it back to the rest of the Board.
- Commissioner Knutsen recommended putting a bullet on each committee charter about their review of grantmaking budget and guidelines as each committee is now involved in scoring various applications and it is no longer all on Program Committee.
- Commissioners discussed the option of having an external panel review grant applications. Dr. Edwards suggested there may be other ways Verdant staff can bring in diverse voices to inform Commissioners in their decision-making, without opening up our grant review process to external parties.
- Strategic Collaboration:
  - Commissioners talked about a way to share information from the Strategic Collaboration committee with each other.

## **Refine External Communication**

Ms. Helphand brought up this feedback from the Board self-evaluation that Commissioners wanted to discuss external communications and how they can promote a positive image of Verdant in the community.

- President Distelhorst listed a handful of recent community events that Verdant Commissioners participated in and his speaking engagement at the upcoming Suicide Prevention Workshop on September 16<sup>th</sup>.
- Commissioner Knutsen misses hearing more stories from the organizations we support and their clients who are directly impacted by their services.
- Commissioner Knutsen talked about a training some of our Commissioners did a few years ago where a media organization came in and worked with us on how to talk to the media, and recorded each of them, so they could see how they look on TV. There could be opportunities to train and educate Commissioners, either working with a consultant, or working with our internal staff member Kirk Mathis, about media.

Dr. Edwards works to strategically invite Commissioners to community events to have a Verdant Commissioner present. Commissioners agreed the Executive Committee should follow up with the rest of the Board to see who can participate if Dr. Edwards is not getting responses on event participation.

- Commissioner Knutsen commented it would be helpful to find a Commissioner to participate if you know which

one to invite to which type of event, which event certain Commissioners are passionate about.

- Commissioner Brennan asked how they can strategically participate in events. Dr. Edwards answered that we are in the process of putting together the 2024 event and sponsorship schedule so Commissioners can see what we have planned in 2024. There are creative ways that Commissioners can get their message out, and their narrative of what Verdant is.

Commissioner Brennan would like Verdant to be known statewide as a local hospital district that is supporting the healthcare needs of their community.

Commissioner Knutsen would like Verdant to be as well-known as Empire Health Foundation in Spokane.

**Identify next steps**

On Day 2 of the retreat tomorrow, Commissioners will review their 2023-2024 strategic plan in whole. They will also discuss Superintendent's Discretionary fund, and health equity.

**Adjournment**

The meeting was adjourned at 7:57 p.m. by President Distelhorst.

**ATTEST BY:**

DocuSigned by:  
*JSDistelhorst*  
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President

DocuSigned by:  
*Karianna Wilson*  
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Secretary