

VERDANT HEALTH COMMISSION
PUBLIC HOSPITAL DISTRICT NO. 2 OF SNOHOMISH COUNTY, WASHINGTON
BOARD OF COMMISSIONERS
Regular Meeting
A G E N D A
February 28, 2018
8:00 a.m. to 9:40 a.m.

	<u>ACTION</u>	<u>TIME</u>	<u>PAGE</u>
A. Call to Order	---	8:00	---
B. Approval of the Minutes			
a) January 24, 2017 Board Meeting	Action	8:01	1-5
C. Superintendent Report	Information	8:02	6
D. Resolution 2018:01- Approve Amended Bylaws	Action	8:05	7-22
E. Resolution 2018:02 - Approve 2018 Board Meeting and Retreat Schedule	Action	8:06	23-25
F. Executive Committee Report	Information	8:07	---
G. Finance Committee Report			
a) Review financial statements and cash activity	Information	8:10	26-29
b) Authorization for payment of vouchers and payroll	Action	8:13	30
c) Resolution 2018:03 – Approve Surplus of Fixed Assets	Action	8:14	31-34
H. Program Committee Report and Recommendations			
a) Conflicts of Interest	---	8:15	---
b) Program investment recommendations	Action	8:16	35-36
c) Verdant Community Wellness Center activities update	Information	8:30	37-38
d) Verdant multicultural program update	Information	8:35	39
I. Marketing Report	Information	8:40	40
J. Public Comments (please limit to three minutes per speaker)	---	8:45	---
K. Commissioner Comments	---	8:50	---
L. Executive Session	---	8:55	---
a) Discuss Superintendent performance			
b) Discuss possible real estate acquisition			
M. Open Session	---	9:35	---
N. Adjournment	---	9:40	---

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

BOARD OF COMMISSIONERS

Regular Meeting

Verdant Community Wellness Center

January 24, 2018

Commissioners Present	Deana Knutsen, President Fred Langer, Commissioner Bob Knowles, Commissioner Karianna Wilson, Commissioner J Bruce Williams, Commissioner
Staff	Robin Fenn, Superintendent George Kosovich, Assistant Superintendent Lisa King, Finance Director Jennifer Piplic, Marketing Director Sue Waldin, Community Wellness Program Manager Sandra Huber, Community Engagement Karen Goto, Executive Assistant
Guests	Brad Berg, Foster Pepper Bryan Helfer, Foster Pepper Members of the community
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 Knutsen.
Commissioner Oath of Office	The oath of office was administered to Commissioner Knutsen and Commissioner Wilson by Commissioner Langer. Both were elected to 6-year terms in November 2017.
Approval of Officer Appointments and Committee Assignments	<i>Motion was made, seconded and passed unanimously to approve</i> the 2018 officer appointments and committee assignments (E:01:18).
Approval of Minutes	<i>Motion was made, seconded and passed unanimously to approve</i> the minutes of the special meeting on December 20, 2017.
Introduce 2018 Board Meeting & Retreat Schedule	The proposed 2018 schedule was introduced (E:02:18) to the board. The amended Bylaws will be presented for

approval before this schedule can be approved at the next regular board meeting on February 28, 2018.

Executive Committee

President Knutsen reported that the Executive Committee met on January 17, 2018 to review and approve the January 24, 2018 board meeting agenda including Bylaws amendments and to discuss other updates that will be shared in the Superintendent report. No action was taken.

Finance Committee Report

The committee met on January 17, 2018. Ms. King reviewed the financial statements and cash activity for December 2017 (E:03:18).

Authorization for Payment of Vouchers & Payroll

Warrant Numbers 12601 through 12663 for December 2017 for payment in the amount of \$111,715.58 were presented for approval (E:04:18). ***Motion was made, seconded and passed unanimously to approve.***

Introduce Amended Bylaws

Amended Bylaws were introduced and will be presented for approval at the next regular board meeting on February 28, 2018 (E:05:18).

Program Committee Update

The Program Committee met on January 10, 2018 to review two applications (E:06:18). Mr. Kosovich presented the requests and Commissioner Knowles presented the committee recommendations to the board. No conflicts of interest were reported by any of the commissioners present.

Applications Recommended for Funding:

Feet First – Lynnwood Walking Adult – funding request to conduct a walking audit to create a report about the walking conditions around the soon-to-be redeveloped Lynnwood Transit Center.

Motion was made, seconded and passed unanimously to approve \$2,650 on a one-time basis.

Applications Not Recommended for Funding:

Alpha Supported Living, Health Services Program – a request for \$150,000 over three years to support health needs of developmentally delayed individuals primarily living in supported living/group home settings.

**Verdant Community
Wellness Center
Activities Update**

Ms. Waldin presented an update on activities at the Wellness Center in December 2017 and January 2018 (E:08:18). Ms. Waldin highlighted the Supporting LGBTQ Youth event on January 17, 2018 with 90 people in attendance and the Mediterranean for Life 6-month program which enrolled 16 participants at a per participant cost of \$79 with a refund incentive of \$50 with health goal achieved. Results of the program will be presented in June 2018.

**Verdant Multicultural
Report**

Ms. Huber presented an update on multicultural activities for January 2018 (E:09:18).

Marketing Report

Ms. Piplic presented the Marketing report (E:10:18) with a schedule for the March 12, 2018 Verdant Healthier Community Conference. Tickets sales started on January 16, 2018 and two more sponsors have been added.

**Superintendent
Report**

Dr. Fenn reported on the following items:

1. Since returning from the holidays, all staff have been involved with the Verdant Healthier Community Conference planning.
2. Hero's Café has completed one year of meeting at Verdant for their monthly gathering. They would like to acknowledge the Verdant staff at next month's gathering.
3. The LGBTQ+ event was successful thanks to Ms. Waldin.
4. Verdant social worker candidates will have a 2nd round of interviews on January 29, 2018.
5. Feedback from the commissioners on whether they prefer the new meeting program report structure. All commissioners agreed that they do prefer it.
6. Dr. Fenn was invited to participate in a legislative panel with the Economic Alliance Snohomish County in early January 2018.
7. HB 2539 was heard on January 18, 2018 along with SB 6208 for which Dr. Fenn testified representing public hospital districts. Both bills are now going to the full house and senate. Dr. Fenn will send more information to all commissioners. Dr. Fenn stated that there were two "NO" votes in the house local government committee, identifying concerns

about competition with the private sector. Commissioner Langer stated that he is comfortable with the bill's language. Commissioner Williams commented that private gyms should devise a program that meets the community needs and seek funding from Verdant. Ms. Waldin commented that Verdant offers introductory Tai Chi and Yoga classes and then refers individuals to seek further physical activity classes in the community through private gyms or recreation centers and senior centers.

Public Comments

None

Commissioner Comments

Commissioner Langer reported that he observed some of a multicultural class at Verdant and noted the positive energy. Commissioner Williams commented on Oregon's recent decision on a publicly funded health insurance option and asked if someone from the Health Care Authority could speak to the board about the insurance enrollment progress and how Verdant can fill any gaps. Commissioner Wilson added that Verdant may also want to hear from someone at the Exchange. President Knutsen reported that her husband is at today's meeting to observe her taking the oath of office.

Executive Session

President Knutsen recessed the regular meeting at 8:40 a.m. into Executive Session to consider the legal risks of a proposed action of the district and to review and consider a proposed property acquisition. Brad Berg and Bryan Helfer of Foster Pepper PLLC, participated in the executive session. President Knutsen stated that the board would reconvene in 30 minutes and no action would be taken in Executive Session. At 9:10 a.m. President Knutsen extended the Executive Session for 30 minutes. Commissioner Williams left at 9:30 a.m. Commissioner Knowles left at 9:35 a.m. At 9:40 a.m. President Knutsen extended the Executive Session for 5 minutes. At 9:45 a.m. President Knutsen extended the Executive Session for 5 minutes.

At 9:50 a.m. President Knutsen extended the Executive Session for 5 minutes.

Open Session

The board reconvened into Open Session at 9:55 a.m.

Adjourn

The meeting was adjourned at 9:55 a.m.

ATTEST BY:

President

Secretary

MARCH 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8 <i>Non-Verdant event: Understanding Student Homelessness (7:30am-9am, Everett Station) *must register*</i>	9 <i>Supporting Immigrants in Accessing Health Care: a training for health and human services providers (1pm -3pm at Verdant)</i>	10
11	12 <i>Verdant Conference</i>	13 <i>Quarterly Resource Connector Meeting for health, school and social service professionals serving clients in South Snohomish County (8am -9:30am at Verdant)</i>	14 <i>Board Study Session (8am- 10am)</i>	15	16	17
18	19	20	21	22	23	24
25	26	27 <i>Heroes' Café (9am -1pm at Verdant)</i>	28 <i>Regular Board Meeting (8am – 10am)</i>	29	30	31



March 12: Verdant Healthier Communities Conference, 8:00-4:00, Lynnwood Convention Center

March 14: Board Study Session, 8:00-10:00, Verdant

March 28: Regular Board Meeting, 8:00-10:00, Verdant

PUBLIC HOSPITAL DISTRICT NO. 2
SNOHOMISH COUNTY, WASHINGTON

RESOLUTION NO. 2018-01

A resolution of the Board of Commissioners of Public Hospital District No. 2, Snohomish County, Washington (the "District"), adopting and approving amended and restated governing board bylaws of the District.

WHEREAS, RCW 70.44.050 requires the Board of Commissioners to adopt by resolution rules governing the transaction of its business; and

WHEREAS, the Board of Commissioners has previously adopted bylaws to govern the transaction of its business; and

WHEREAS, the Board of Commissioners wishes to amend and restate the bylaws to conform the provisions of the bylaws to the District's current operations and changes in applicable law; and

WHEREAS, Article VII of the current governing board bylaws provides that the bylaws may be amended at any time by resolution of the Board introduced at a regular meeting and adopted at a subsequent regular meeting; and

WHEREAS, this resolution was introduced at a regular meeting of the Commission held on January 24, 2018; NOW, THEREFORE,

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF PUBLIC HOSPITAL DISTRICT NO. 2, SNOHOMISH COUNTY, WASHINGTON, that Amended and Restated Bylaws of Public Hospital District No. 2, Snohomish County, Washington, in the form attached hereto as Exhibit A are hereby adopted and approved.

ADOPTED AND APPROVED by the Board of Commissioners of Public Hospital District No. 2, Snohomish County, Washington, at an open public meeting thereof, this 28th day of February, 2018, the following commissioners being present and voting in favor of the resolution.

President and Commissioner

Commissioner

Commissioner

Commissioner

Secretary and Commissioner

CERTIFICATE

I, the undersigned, Secretary of the Board of Commissioners of Public Hospital District No. 2, Snohomish County, Washington, certify that the attached copy of Resolution No. 2018-01 is a true and correct copy of the original resolution adopted on February 28, 2018, as that resolution appears on the Minute Book of the District.

DATED this 28th day of February, 2018.

Karianna Wilson
Secretary of the Board of Commissioners

**AMENDED AND RESTATED BYLAWS
OF
PUBLIC HOSPITAL DISTRICT NO. 2
SNOHOMISH COUNTY, WASHINGTON
d/b/a VERDANT HEALTH COMMISSION**

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AMENDED AND RESTATED BYLAWS
OF
PUBLIC HOSPITAL DISTRICT NO. 2
SNOHOMISH COUNTY, WASHINGTON

ARTICLE I
FORMATION AND PURPOSE

This public hospital district (the “District”), a municipal corporation, was created in 1962 to provide hospital and health care services for the residents of the District and other persons. The activities of the District shall be conducted in conformity with the Constitution and laws of the State of Washington, including Chapter 70.44 RCW, as now in effect or hereafter amended. These Bylaws are adopted in furtherance of the lawful purposes of the District including the providing of health care services appropriate to the needs of the population served.

ARTICLE II
BOARD OF COMMISSIONERS

Section 1. Qualification and Election. No person shall be eligible to be elected to the office of public hospital district commissioner unless he or she is a registered voter within the boundaries of the District. All District commissioners shall be elected and serve in the manner and for the term prescribed by law.

Section 2. Organization and Officers of the Board of Commissioners. The five-member Board of Commissioners (the “Board” or the “Commission”) shall at its first regular meeting in each calendar year organize by election from its own members, a President and Secretary. Such election shall be by a majority vote of the commissioners in each case. The terms of both officers shall be for one year.

2.1. The President shall act as the presiding officer at meetings of the Board and shall execute on behalf of the District all contracts, agreements and other documents and papers duly authorized by the Board that may require his or her signature.

2.2. The Secretary shall prepare, or cause to be prepared, minutes of all regular and special meetings of the Board, shall sign the same and shall keep them in a proper book for that purpose. The Secretary shall have charge of the official seal of the District and shall affix or cause to be affixed such seal to any documents requiring it, attesting the same. In the absence of the President, the Secretary shall preside at Board meetings.

2.3. If a vacancy occurs in the office of either the President or the Secretary, an election of officers shall take place at the next regular meeting of the Board to fill the unexpired term created by the vacancy. All members of the Board, whether elected or appointed, shall be required to take an oath of office in the form prescribed by the laws of the State of Washington relating to public officials.

2.4. A vacant commissioner position may be filled by the Board appointing a new member in the manner prescribed by law.

Section 3. Meetings of the Board or Commission.

3.1. Regular meetings. The dates, times and locations for the regular meetings of the Board shall be established from time to time by resolution adopted by the Board.

3.2. Special meetings

a. A special meeting may be called at any time by the presiding officer of the Board or by a majority of the members of the Board by delivering written notice personally, by mail, by fax, or by electronic mail to each member of the Board. Written notice shall be deemed waived in the following circumstances: (1) a commissioner submits a written waiver of notice to the secretary of the Board at or prior to the time the meeting convenes, which may be given by telegram, fax, or electronic mail; or (2) a commissioner is actually present at the time the meeting convenes.

b. Notice of a special meeting called under subsection (a) of this section shall be: (1) delivered to each local newspaper of general circulation and local radio or television station that has on file with the Board a written request to be notified of such special meeting or of all special meetings; (2) posted on the District's web site. The District shall not be required to post a special meeting notice on its web site if it (i) does not have a web site; (ii) employs fewer than ten full-time equivalent employees; or (iii) does not employ personnel whose duty, as defined by a job description or existing contract, is to maintain or update the web site; and (3) prominently displayed at the main entrance of the District's principal location and the meeting site if it is not held at the agency's principal location. Such notice must be delivered or posted, as applicable, at least twenty-four hours before the time of such meeting as specified in the notice.

c. The call and notices required under subsections (a) and (b) of this section shall specify the time and place of the special meeting and the business to be transacted. Final disposition shall not be taken on any other matter at such meetings by the Board.

The notices provided in this section may be dispensed with in the event a special meeting is called to deal with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage, when time requirements of such notice would make notice impractical and increase the likelihood of such injury or damage.

3.3. The order of business at meetings of the Commission shall be as follows:

a. Regular Meetings

(i) Call to order

(ii) Reading and approval of minutes of the last regular meeting and any intervening special meeting and approval of any other matters on the consent agenda

- (iii) Reports
 - (iv) Consideration of items on the agenda or other matters properly before the Board and action thereon
 - (v) Adjournment
- b. Special Meetings
- (i) Call to order
 - (ii) Reading of the notice calling the meeting
 - (iii) Consideration of matters stated in the notice and action thereon
 - (iv) Adjournment

3.4. Attendance From Remote Location

a. The Board, recognizing the benefits of fullest practicable attendance and participation by its commissioners, allows for attendance from remote location(s) through the use of electronic means including but not limited to such two-way communication methods as speakerphone, Skype, or other media that provide full audio or audio and visual capacity.

b. For purposes of voting by a commissioner (or commissioners) of the Board, such attendance from remote location(s) shall be considered the equal of being physically present at the meeting site. In the case of executive sessions, the Board may permit participation from remote location(s) by the above alternative means only when the Board on a case-by-case basis considers such participation to be necessary and the Board is confident in the security of such remote communications.

c. Any communications systems utilized by the Board for such remote attendance shall reliably permit all persons attending to be clearly heard by all others and to clearly hear all audio content of the meeting; and where applicable by the Board's determination, be clearly seen by all others and clearly see all visual content that is determined by the Board to be crucial to the understanding of matters discussed. Systems used in the course of executive sessions shall be reasonably secure from unauthorized access.

d. Audio and video recordings of proceedings involving attendance by commissioner(s) from remote locations shall be maintained for the public record as required by law.

e. Commissioners are encouraged to attend meetings in-person and attendance from remote location(s) is intended to be an alternative method for participation by commissioners.

3.5. Procedure For Remote Attendance

a. In all meetings involving remote attendance, the Superintendent or his or her designee shall be present at the meeting place and shall inform all present at the meeting place of the intent to initiate a remote communication. The Superintendent or his or her designee shall ensure that the equipment necessary for such remote attendance is present in the meeting place.

b. The Superintendent or his or her designee shall confirm and announce to all that all present at the meeting place and in the remote location(s) that all parties can clearly hear all other parties and (as appropriate) clearly see visual content as will be presented. Such confirmation shall be recorded in the Minutes.

c. With such confirmation, commissioners—whether they are at the meeting site or at remote location(s)—constituting a majority may approve the use of the remote communication for the entirety of the meeting or for a specified portion thereof.

d. Before convening in executive session with participants from a remote location, the Presiding Officer shall instruct the Superintendent or his or her designee to verify that the public has been excluded from the meeting place.

e. In the event that the remote communication link is broken or significantly degraded such that it no longer meets the full requirements of Sections 3.4 and 3.5, the presiding officer shall confirm the loss of service and announce the close of the remote attendance.

Section 4. Action by the Board. As used herein, “action” means the transaction of the official business of the District by the Board including but not limited to receipt of public testimony, deliberations, discussions, considerations, reviews, evaluations, and final actions. “Final action” means a collective positive or negative decision, or an actual vote by a majority of the members of the Board when sitting as a body or entity, upon a motion, proposal or resolution.

All final action taken by the Board shall be by motion or resolution recorded in a book or books kept for such purposes. Minutes of all regular and special meetings, except executive sessions thereof, shall be promptly recorded and shall be open to public inspection.

All meetings at which action is taken by the Board shall be open and public and all persons shall be permitted to attend any meeting of the Board, except as otherwise provided in this section or by law. The Board shall never adopt any motion or resolution, except in a meeting open to the public and then only at a regular meeting, duly convened at the prescribed time and place, or at a special meeting of which notice has been given according to the provisions of the foregoing section. Any action taken at meetings failing to comply with the provisions of this section shall be null and void.

Nothing in this section shall be construed to prevent the Board from holding executive sessions during a regular or special meeting to consider:

- (i) To consider matters affecting national security;

(ii) To consider, if in compliance with any required data security breach disclosure under RCW 19.255.010 and 42.56.590, and with legal counsel available, information regarding the infrastructure and security of computer and telecommunications networks, security and service recovery plans, security risk assessments and security test results to the extent that they identify specific system vulnerabilities, and other information that if made public may increase the risk to the confidentiality, integrity, or availability of agency security or to information technology infrastructure or assets;

(iii) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price;

(iv) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public;

(v) To review negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause a likelihood of increased costs;

(vi) To receive and evaluate complaints or charges brought against a public officer or employee. However, upon the request of such officer or employee, a public hearing or a meeting open to the public shall be conducted upon such complaint or charge;

(vii) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by the Board of salaries, wages, and other conditions of employment to be generally applied within the District shall occur in a meeting open to the public, and when the Board elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public;

(viii) To evaluate the qualifications of a candidate for appointment to elective office. However, any interview of such candidate and final action appointing a candidate to elective office shall be in a meeting open to the public;

(ix) To discuss with legal counsel representing the District matters relating to agency enforcement actions, or to discuss with legal counsel representing the District litigation or potential litigation to which the District, the Board, or a member of the Board acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the District. This subsection (viii) does not permit the Board to hold an executive session solely because an attorney

representing the District is present. For purposes of this subsection (viii), “potential litigation” means matters protected by RPC 1.6 or RCW 5.60.060(2)(a) concerning:

(A) Litigation that has been specifically threatened to which the District, the Board, or a member of the Board acting in an official capacity is, or is likely to become, a party;

(B) Litigation that the District reasonably believes may be commenced by or against the District agency, the Board, or a member of the Board acting in an official capacity; or

(C) Litigation or legal risks of a proposed action or current practice that the District has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the District;

(x) To consider the granting, denial, reduction, termination or suspension of clinical privileges, or the medical staff membership of a physician or “other health care provider,” as that term is defined in RCW 7.70.020, as now in effect or hereafter amended, if other health care providers in the discretion of the Board are determined eligible to be considered for such privileges or membership.

Before convening in executive session, the presiding officer of the Board shall publicly announce the purpose for excluding the public from the meeting place, and the time when the executive session will be concluded. The executive session may be extended to a stated later time by announcement of the presiding officer.

Section 5. Quorum. A majority of the persons holding the office of District commissioner shall constitute a quorum of the Board for the transaction of business, but no resolution shall be adopted or other final action taken without a majority vote of the whole Commission. Attendance by commissioners from a remote location pursuant to Section 3.4 shall be considered the equal of being physically present at the meeting site.

Section 6. Committees. The Board may from time to time act as a committee of the whole or appoint such other committees as it may deem necessary or advisable in the conduct of its affairs or for other purposes it may specify. The activities of any committees so appointed shall be conducted lawfully and be recorded in written minutes. Chairpersons of such committees shall be appointed by the Board to serve for terms not to exceed one year, subject both to removal at the will of the Board and to reappointment in the sole discretion of the Board.

Section 7. Powers and Duties of the Board or Commission. The Board shall be the governing body of the District and the superintendent appointed by the Board as specified in Article III, Section 1, shall be responsible to the Board for the efficient administration of all affairs of the District. While the authority of the Board may be delegated to the superintendent as specified in Article III, Section 1, and Article IV, respectively, or by resolution, any delegation of authority by the Board may be rescinded in its sole discretion.

All of the powers authorized in Chapter 70.44 RCW or other applicable statute may be exercised by the Board in the performance of its duties prescribed therein. Among other things, the Board shall strive to:

- (i) Determine the policies and the purposes of the District in proper relation to community needs;
- (ii) Provide services, facilities, equipment and personnel to meet the needs of residents within the purposes of the District, and consistent with present and future community needs;
- (iii) Assure that an appropriate standard of professional care is maintained with due regard for quality of care and effective quality assurance mechanisms, and assuring that personnel possess appropriate current qualifications, and determining in its discretion which kinds of programs shall be considered;
- (iv) Promote planning and coordinate services with administrative, financial and community needs, the policies of the District, and the purposes of the District;
- (v) Provide for the sound administration and application of public funds, adopting annual budgets for the District at the times and in the manner required by law;
- (vi) Maintain accurate records of District finances and all related activities;
- (vii) Exercise proper care and judgment in the selection of a qualified superintendent who shall be responsible for implementing policies adopted by the Board; and
- (viii) Evaluate its own performance.

Section 8. Avoidance of Conflicts of Interest. District commissioners, being aware of the fiduciary nature of their positions, shall avoid actions and relationships which could result in a conflict between their private financial interests and their public responsibilities. Commissioners shall not violate the conflict-of-interest provisions of these Bylaws, Chapters 42.20 and 42.23 RCW, or any other applicable statute.

Recognizing that even the appearance of impropriety should be avoided, no commissioner shall:

- (i) Be beneficially interested in or otherwise expect to profit from, directly or indirectly, any contract, sale, lease or purchase made by the District, except as specifically permitted under RCW 42.23.030, as now in effect or hereafter amended, or under other applicable law;

(ii) Accept, directly or indirectly, any compensation, gratuity, favor or award from any party seeking to do business with the District, or in connection with any contract made by the District, other than (a) compensation and reimbursement for expenses as provided by law, or (b) compensation in connection with contracts permitted under RCW 42.23.030, as now in effect or hereafter amended, or under other applicable law;

(iii) Employ, use or appropriate any District employee, money or property for his or her private benefit;

(iv) Hold any office, engage in any employment or occupy any position, public or private, which could create conflicts between the duties, interests and opportunities inherent in such office, employment or position and the commissioner's public responsibilities as a member of the Board;

(v) Reveal or divulge to any other party, unless authorized by the Board, any confidential information received in the performance of his or her duties as a commissioner, nor use such information for personal gain.

Any commissioner, upon discovering or suspecting that he or she has or may have a conflict of interest contrary to the policies and standards set forth in this section, shall promptly report the same to the Board.

ARTICLE III OTHER OFFICERS

Section 1. Superintendent.

1.1. Appointment. The Board shall select and appoint as superintendent a competent and experienced chief executive officer who shall be its direct representative in the management of the District. The superintendent shall be appointed for an indefinite term, removable at the will of the Board, and shall receive such compensation as the Board shall establish by resolution. The appointment or removal of the superintendent shall be by resolution of the Board, introduced at a regular meeting and adopted at a subsequent regular meeting by majority vote.

1.2. Powers and Duties. The superintendent shall be the chief executive and administrative officer of the District. As representative of the Board, and subject to its policies, the superintendent shall be responsible for the efficient administration of all affairs of the District and shall be in direct charge with full authority to act.

In the performance of his or her duties prescribed by law, all of which shall be faithfully discharged, and not by way of limitation of his or her authority, the superintendent shall:

(i) Perfect and submit to the Board for approval a plan of organization for the personnel concerned with the operation of the District, which shall be periodically reviewed;

(ii) Prepare annually a budget or budgets showing anticipated receipts and expenditures for the ensuing fiscal year which shall be submitted to the Board to allow timely filing and hearing thereon before adoption as required by law;

(iii) Select, employ, control and discharge all employees authorized by the applicable budget, assuring that they are competent to perform their duties and establishing appropriate quality assurance mechanisms;

(iv) Assure that all buildings, equipment and other facilities are maintained in good repair;

(v) Furnish periodic recommendations to the Board with respect to the acquisition, development and extension of desirable facilities, equipment and services;

(vi) Supervise through the treasurer and auditor all business affairs including the disbursement of funds, recording of financial transactions, collection of accounts and purchase and issue of supplies;

(vii) Cooperate with staff and secure like cooperation on the part of all those concerned with rendering professional services;

(viii) Submit regularly to the Board reports regarding the services and financial activities of the District along with any special reports that may be requested by the Board;

(ix) Prepare agenda for and attend all meetings of the Board at which he or she may participate in the discussion of matters being considered;

(x) Execute on behalf of the District all such contracts, agreements and other documents and papers as he or she may deem appropriate within the scope of his or her authority or be authorized by resolution of the Board to sign; and

(xi) Undertake on his or her own initiative the performance of such other duties, consistent with law and the policies of the Board, as may be in the best interest of the District.

Section 2. Auditor. The Board shall appoint as auditor of the District a person experienced in accounting and business practices.

The auditor shall report in the performance of his or her duties directly to the superintendent. The auditor shall draw, sign and issue all warrants for the disbursement of funds of the District upon the orders of, or vouchers approved by, the Commission; and shall perform such other duties relating to business affairs of the District including the recording of financial transactions, collection of accounts, and the routine purchase and issue of supplies, as are assigned by the superintendent.

Section 3. Treasurer. The Commission by resolution shall appoint and designate a person having experience in financial and fiscal matters as treasurer, subject to the requirement of an adequate bond with an authorized surety company.

The treasurer shall receive, deposit and disburse all funds of the District in the manner provided by law under the supervision of the superintendent and as directed by resolutions of the Board to the extent of its lawful discretion.

ARTICLE IV INDEMNIFICATION AND INSURANCE

Section 1. Indemnification. The District shall indemnify and hold harmless to the full extent permitted by applicable law each person who was or is made a party to or is threatened to be made a party to, or is involved (including, without limitation, as a witness) in an actual or threatened action, suit or other proceeding, whether civil, criminal, administrative or investigative by reason of the fact that he or she is or was a commissioner, officer, employee or agent of the District, or having been such a commissioner, officer, employee or agent, he or she is or was serving at the request of the District as a director, officer, employee, agent, trustee or in any other capacity of another corporation or of a partnership, joint venture, trust or other enterprise, including service with respect to employee benefit plans, whether the basis of such proceeding is alleged action or omission in an official capacity or in any other capacity while serving as a commissioner, officer, employee, agent, trustee or any other capacity, against all expense, liability, and loss (including, without limitation, attorneys' fees, judgments, fines, ERISA excise taxes or penalties in amounts to be paid in settlement) actually or reasonably incurred or suffered by such person in connection therewith. Such indemnification may continue as to a person who has ceased to be a commissioner, officer, employee or agent of the District and shall inure to the benefit of his or her heirs, and personal representatives.

Section 2. Insurance. The District may purchase and maintain insurance, at its expense, to protect itself and any commissioner, officer, employee, agent or trustee of the District or another corporation, partnership, joint venture, trust or other enterprise against any expense, liability or loss to the full extent permitted by applicable law.

ARTICLE V CONSTRUCTION, INTERPRETATION AND CONVENTIONS

Section 1. Gender and Number. As used in these Bylaws, personal pronouns shall be interpreted to refer to persons of either gender and relative words whenever applicable to more than one person shall be read as if written in the plural.

Section 2. Titles, Headings and Captions. The titles, headings and captions appearing in these Bylaws are used and intended for convenience of description or reference only and shall not be construed or interpreted to limit, restrict or define the scope or effect of any provision.

Section 3. Severability. If any provision of these Bylaws, or its application to any person or circumstance, is held invalid by a court of competent jurisdiction, the remainder of these Bylaws, or the application of the provision to other persons or circumstances, shall not be affected.

**ARTICLE VI
REVIEW AND AMENDMENT**

These Bylaws shall be reviewed by the Board on an annual basis at its regular meeting in December. These Bylaws may be amended at any time by resolution of the Board introduced at a regular meeting and adopted at a subsequent regular meeting.

ADOPTED this __ day of _____, 2018.

President and Commissioner

Commissioner

Commissioner

Commissioner

Secretary and Commissioner

PUBLIC HOSPITAL DISTRICT NO. 2
SNOHOMISH COUNTY, WASHINGTON
RESOLUTION NO. 2018-02

A RESOLUTION of the Board of Commissioners (the “Board”) of Public Hospital District No. 2, Snohomish County, Washington (the “District”), approving the schedule for the meetings of the Board during 2018.

WHEREAS, RCW 42.30.070 provides that the governing body of a public agency may provide the time for holding regular meetings of the governing body by ordinance, resolution, bylaws, or by whatever other rule is required for the conduct of business by that body; and

WHEREAS, Article II, Section 3.1, of the Amended and Restated Bylaws of Public Hospital District No. 2, Snohomish County, Washington, d/b/a Verdant Health Commission provides that the dates, times and locations for the regular meetings of the Board shall be established from time to time by resolution adopted by the Board; and

WHEREAS, the Board desires to approve the schedule for its regular meetings for 2018; NOW, THEREFORE,

BE IT RESOLVED by the Board of Commissioners of Public Hospital District No. 2, Snohomish County, Washington, that the schedule for the regular meetings of the Board attached hereto as Exhibit A is hereby approved.

ADOPTED AND APPROVED by the Commission of Public Hospital District No. 2, Snohomish County, Washington, at a regular open public meeting thereof this 28th day of February, 2018, the following Commissioners being present and voting in favor of the adoption of the resolution.

President and Commissioner

Commissioner

Commissioner

Commissioner

Secretary and Commissioner

CERTIFICATE

I, the undersigned, Secretary of the Board of Commissioners of Public Hospital District No. 2, Snohomish County, Washington, certify that the attached copy of Resolution No. 2018-02 is a true and correct copy of the original resolution adopted on February 28, 2018, as that resolution appears on the Minute Book of the District.

DATED this 28th day of February, 2018.

Karianna Wilson
Secretary of the Board of Commissioners



Proposed 2018 Monthly Board Meetings
Subject to Approval by Resolution

4th Wednesday of the month unless noted
Time: 8 - 10 a.m. unless noted
Location: Verdant Community Wellness Center

January 24

February 28

March 28

April 25 – Evening Meeting, 6 - 8 p.m.

May 23

June 27

July 25 – Evening Meeting, 6 - 8 p.m.

August 22

September 26

October 24 – Evening Meeting, 6 - 8 p.m.

November 28

December 19 (3rd Wednesday)

2018 Board Study Sessions

Time: 8 - 10 a.m. unless noted
Location: Verdant Community Wellness Center unless noted

March 14

June 13 – Board Retreat, 12 - 5 p.m.

October 10 – Budget Meeting

December 7 to 8 – Board Retreat
12 - 5 p.m. Friday
8 a.m. - 12 p.m. Saturday
Location TBD

2018 Other Important Dates

March 12 – Verdant Healthier Community Conference
8 a.m. - 4 p.m.
Lynnwood Convention Center

Balance Sheet
As of January 31, 2018

	A	B	C	D
	Dec 31, 2017	Jan 31, 2018	\$ Change	Comments:
1 ASSETS				
2 Current Assets				
3 Cash Balance	1,853,236	1,285,315	(567,922)	
4 Other Current Assets	43,127,455	43,063,420	(64,035)	Includes Investments
5 Total Current Assets	44,980,691	44,348,734	(631,957)	
6 Total Long-term & Fixed Assets	45,771,939	45,599,554	(172,386)	Includes Depreciation
7 TOTAL ASSETS	90,752,630	89,948,288	(804,342)	
8 LIABILITIES & EQUITY				
9 Liabilities				
10 Current Liabilities	1,397,836	1,543,130	145,294	
11 Long-term Liabilities	3,025,919	2,145,750	(880,169)	2012 LTGO Bonds/BHCF
12 Total Liabilities	4,423,755	3,688,880	(734,875)	
13 Total Equity	86,328,875	86,259,408	(69,467)	Annual Net Income/(Loss)
14 TOTAL LIABILITIES & EQUITY	90,752,630	89,948,288	(804,342)	

Profit & Loss
January 2018

	A	B	C	D	E	F
	Jan Actual	Jan Budget	Fav/(Unfav)	YTD Actual	YTD Budget	Fav/(Unfav)
1 INCOME						
2 Ordinary Income	890,953	899,785	(8,832)	890,953	899,785	(8,832)
3 EXPENSES						
4 Operating Expenses	177,431	194,164	16,732	177,431	194,164	16,732
5 Depreciation Expense	165,600	165,568	(32)	165,600	165,568	(32)
6 Program Expenses	573,076	641,525	68,449	573,076	641,525	68,449
7 Total Expenses	916,107	1,001,257	85,150	916,107	1,001,257	85,150
8 OTHER INCOME/(EXPENSE)						
9 Total Other Income/(Expense)	(44,312)	234,813	(279,125)	(44,312)	234,813	(279,125)
10 NET INCOME/(LOSS)	(69,466)	133,341	(202,807)	(69,466)	133,341	(202,807)

Monthly Highlights
January 2018

Verdant received dividends payments of \$69,740 offset by a unrealized loss of \$309,381 on our investment portfolio in January which closed with an ending market value of \$42,796,722.

Program grant commitments total \$5,651,603 and \$2,808,810 for 2018 and 2019 respectively. \$1,338,397 remains available to spend in 2018, \$50,000 of which is designated as Superintendent Discretionary.

Revenue of \$117,158 and expenses of \$90,925 from the Kruger Clinic were incurred, netting to an additional operating income of \$26,233 in January.

Public Hospital District #2

Warrant Number	Transaction Date	Payee	Amount	Purpose
Warrant Activity:				
12661	01/01/2018	Parsi Properties LLC	2,555.00	Jan 2018 Parking Lot Lease
12664	01/10/2018	AmeriFlex Business Solutions	17.25	Jan 2018 FSA Administration
12665	01/10/2018	Corporate Security LLC	299.17	Jan 2018 Parking Lot Security
12666	01/10/2018	Davidson-Macri Sweeping, Inc.	790.48	De-ice parking VCWC parking lot
12667	01/10/2018	Puget Sound Energy	60.46	Natural Gas
12668	01/10/2018	ThyssenKrupp Elevator Company	839.58	1/1-3/31/18
12669	01/10/2018	VOID:	0.00	VOID:
12670	01/10/2018	Homage Senior Services.	200.00	Damage Deposit Refund
12671	01/10/2018	Armstrong Services	2,403.06	Dec 2017 Janitorial
12672	01/10/2018	Comcast	506.54	Telephone/Internet
12673	01/10/2018	Lowe Graham Jones PLLC	150.00	Dec 2017 Trademark watch
12674	01/10/2018	ChildStrive.	100.00	Deposit for VCWC Refund
12675	01/10/2018	WA Department of Revenue	22,344.36	Q4 2017 Leasehold Excise tax return
12676	01/10/2018	Swedish/Edmonds	1,365.82	T-mobile Cell Tower Lease Jan 2018
12677	01/10/2018	Beth Rodriguez, LLC	576.90	Dec 2017 VHCC Support (15 hrs)
12678	01/10/2018	Lynnwood Convention Center	3,109.50	Convention Center Deposit for VHCC 3/12/18
12679	01/10/2018	Comcast	290.91	Telephone/Internet
12680	01/10/2018	Dataworks	264.96	IT Support
12681	01/10/2018	Discovia	1,295.75	December 2017
12682	01/17/2018	Archbright	1,788.00	2018 Annual Dues
12683	01/17/2018	City of Lynnwood - Utilities	833.83	Water/Sewer/Storm
12684	01/17/2018	Department of Labor and Industries	141.60	Elevator Inspection
12685	01/17/2018	My Neighborhood News Network	1,120.00	Advertising in My Edmonds News/Lynnwood Today/MLT News 12/27/17-4/27/18
12686	01/17/2018	Seattle Food Nut	441.52	WC 179 - Nutrition Programming
12687	01/24/2018	AWPHD	5,000.00	2018 Annual membership Dues
12688	01/24/2018	Staples	682.95	Supplies
12689	01/24/2018	Department of Labor and Industries	493.13	4Q17 Self Insurance Fund
12690	01/24/2018	City of Lynnwood	1,175.00	Dec 2017 After Hours Support (75 hrs)
12691	01/24/2018	Principal	1,400.09	EE Life Insurance
12692	01/24/2018	Property Management NW	5,158.40	Jan 2018 Management, Sept & Oct Maint, Dec postage
12693	01/24/2018	Regence Blueshield	4,658.11	Feb 2018 Health Insurance
12694	01/24/2018	Sara Prato, RD	300.00	WC 174 - Mediterranean for Life - Dec 2017 & Jan 2018
12695	01/24/2018	Velia Lara	152.81	Instructor for Strengthening Families Program for Parents and Youth
12696	01/24/2018	Washington State Department of Health	50.00	SW & SH Registration for Community Health Worker Conference
12697	01/24/2018	Wells Fargo	87.26	Misc.
12698	01/24/2018	Dataworks	142.42	IT Support
12699	01/24/2018	Wells Fargo	1,725.47	Misc.
12700	01/24/2018	Electronic Business Machines	40.08	1/22/18-2/21/18 Copy Machine
12701	01/24/2018	Sound Publishing, Inc.	42.00	Legal Notice 1/24/18 Board Meeting
12702	01/31/2018	Parsi Properties LLC	2,555.00	Feb 2018 - Parking lot lease
12703	01/31/2018	AmeriFlex Business Solutions	100.00	2018 Annual Renewal of EE FSA
12704	01/31/2018	Consolidated Landscape Maintenance, Inc.	440.50	Feb 2018 landscaping maintenance
12705	01/31/2018	Jason Becker Creative	472.50	Mediterranean for Life design and editing
12706	01/31/2018	Julie Carlos	200.00	VHCC 2018 Sponsorship Flyer Design
12707	01/31/2018	Property Management NW	5,006.67	Feb 2018 Management, Nov & Dec 2017 Maint, Jan 2018 postage

Warrant Number	Transaction Date	Payee	Amount	Purpose
Warrant Activity:				
12708	01/31/2018	Susana Flores	240.00	Childcare for Spanish Language Parenting Classes 1/10, 1/17, 1/24, 1/19
12709	01/31/2018	Yasaura Carvajal	240.00	Childcare for Spanish Language Parenting Classes 1/10, 1/17, 1/24, 1/19
		Total Warrants	<u>71,857.08</u>	
Wire/ACH Activity:				
	1/5/2018	Payroll	17,726.15	ACH payroll transfer
	1/5/2018	Department of Treasury	7,560.23	Payroll taxes for 12/30/17 pay period ending
	1/5/2018	Valic	2,690.95	Payroll 401(a)/457 Deposit
	1/5/2018	Paychex	117.48	Fee for payroll processing
	1/19/2018	Payroll	19,286.36	ACH payroll transfer
	1/19/2018	Department of Treasury	7,385.48	Payroll taxes for 1/13/18 pay period ending
	1/19/2018	Valic	2,844.13	Payroll 401(a)/457 Deposit
	1/19/2018	Paychex	316.62	Fee for payroll processing
	1/11/2018	Wells Fargo Merchant Services	116.62	Merchant Services
	1/11/2018	Wells Fargo	74.39	Annual Fees
	1/15/2018	Alzheimer's Association Western & Central	7,209.16	Program Payment
	1/15/2018	Boys & Girls Club of Snohomish County	20,519.58	Program Payment
	1/15/2018	Cascade Bicycle Club Education Foundation	2,666.67	Program Payment
	1/15/2018	Center for Human Services	32,279.16	Program Payment
	1/15/2018	ChildStrive	50,150.16	Program Payment
	1/15/2018	City of Edmonds Parks & Recreation	5,810.00	Program Payment
	1/15/2018	Cocoon House.	5,000.00	Program Payment
	1/15/2018	Domestic Violence Services Snohomish Co	1,855.50	Program Payment
	1/15/2018	Edmonds School District No. 15	122,213.42	Program Payment
	1/15/2018	Edmonds Senior Center	9,666.67	Program Payment
	1/15/2018	Homage Senior Services	59,420.00	Program Payment
	1/15/2018	Kinderling	11,517.17	Program Payment
	1/15/2018	Leukemia & Lymphoma Society WA/AK Chapter	3,750.00	Program Payment
	1/15/2018	Medical Teams International	5,500.00	Program Payment
	1/15/2018	PEPS	3,250.00	Program Payment
	1/15/2018	Prescription Drug Assistance Foundation	4,166.67	Program Payment
	1/15/2018	Project Access Northwest	7,500.00	Program Payment
	1/15/2018	Puget Sound Christian Clinic	33,750.00	Program Payment
	1/15/2018	Puget Sound Kidney Centers Foundation	3,333.33	Program Payment
	1/15/2018	South Snohomish County Fire & Rescue	36,103.34	Program Payment
	1/15/2018	Therapeutic Health Services	20,833.33	Program Payment
	1/15/2018	Wonderland Development Center	12,458.33	Program Payment
	1/15/2018	YWCA of Seattle, King and Snohomish Co	2,083.33	Program Payment
	1/15/2018	Community Health Center of Snohomish Co	89,436.37	Program Payment
	1/15/2018	Volunteers of America Western WA	6,750.42	Program Payment
	1/15/2018	Korean Women's Association	5,000.00	Program Payment
	1/22/2018	Department of Labor and Industries	372.35	4Q17 L&I - State Fund
	1/25/2018	WA Department of Revenue	812.19	B&O/Retailing Sales Tax for Dec 2017
		Total Wires/ACH Transactions	<u>621,525.56</u>	

Warrant Number	Transaction Date	Payee	Amount	Purpose
Workers Compensation Claims Activity:				
305381-305383	Jan-18	Various Claimants/Vendors	2,660.37	Administered by Eberle Vivian
Kruger Clinic Activity:				
3192-3209	Jan-18	Various Claimants/Vendors	39,953.65	Administered by PMNW
Total Disbursements			\$ 735,996.66	

	Transaction Date	Payer	Amount	Purpose
Deposits:				
	1/1/2018	Raymond Liu, D.D.S.	3,661.64	Kruger Clinic monthly lease
	1/1/2018	Brian Takagi, MD	84.63	Kruger Clinic monthly lease
	1/1/2018	Puget Sound Gastro	83,033.43	Kruger Clinic monthly lease (Jan-Mar 2018)
	1/1/2018	Kean Lawlor	20,035.37	Kruger Clinic monthly lease
	1/10/2018	Snohomish County	10,561.61	Levy
	1/20/2018	Healthcare Realty Services, Inc.	4,663.72	Ground Lease
	1/1/2018	T-mobile	1,365.82	Cell tower at the hospital
	1/30/2018	Safety National Casualty Corporation	37,747.29	Insurance reimbursement for Work Comp Claim
	1/10/2018	EdCC	1,000.00	Sponsorship of VHCC
	1/17/2018	Foster Pepper	1,000.00	Sponsorship of VHCC
	1/17/2018	Puget Sound Kidney Centers	1,000.00	Sponsorship of VHCC
	1/31/2018	VCWC Classes	457.50	Registration for VCWC classes (Yoga, Thai Chi)
	1/18/2018	Mediterranean for Life	1,224.00	16 Registrations
	1/31/2018	VCWC Classes	2,090.00	Registration for VHC Conference
	1/1/2018	Terje Loklingholm	150.00	Donation
Total Deposits			\$ 168,075.01	

VERDANT HEALTH COMMISSION
PUBLIC HOSPITAL DISTRICT #2
SNOHOMISH COUNTY, WASHINGTON

WARRANT APPROVAL

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 have been received and that Warrant Numbers 12661 through 12709 have been issued for payment in the amount of \$71,857.08. These warrants are hereby approved.

Attest:

Lisa M. King

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Warrants Processed:	1-1-18 – 1-31-18		\$71,857.08
Work Comp Claims Pd:	1-1-18 – 1-31-18		2,660.37
Kruger Clinic Processed:	1-1-18 – 1-31-18		39,953.65
Payroll:	12-17-17 – 12-30-17	17,726.15	
	12-31-17 – 1-13-18	<u>19,286.36</u>	
			37,021.51
Electronic Payments:	Payroll Taxes	14,945.71	
	Paychex	434.10	
	Valic Retirement	5,535.08	
	Bank Fees	191.01	
	WA State Dept Revenue	812.19	
	Dept of L&I	372.35	
	Program Expenditures	<u>562,222.61</u>	
			<u>584,513.05</u>
	Grand Total		<u>\$735,996.66</u>

PUBLIC HOSPITAL DISTRICT NO. 2
SNOHOMISH COUNTY, WASHINGTON

RESOLUTION NO. 2018-03

A RESOLUTION of the Commission of Public Hospital District No. 2, Snohomish County, Washington, determining certain personal property to be surplus and no longer required for public hospital district purposes of the District and authorizing the Superintendent or his designee to sell all or any part of such property on a negotiated basis upon the most favorable terms and conditions obtainable or to otherwise dispose of such property, and ratifying prior actions.

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 all of the personal property identified on Exhibit A hereto 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 such property (the "Surplus Property") be disposed of promptly as hereinafter provided.

Section 2. The Superintendent or his designee is hereby authorized and directed to sell on a negotiated basis upon the most favorable terms and conditions obtainable all or any part of the Surplus Property as soon as reasonably possible. Any Surplus Property not thus sold shall be disposed of and removed from the premises of Swedish Edmonds Hospital at the direction of the Superintendent or his designee at the least possible cost to the District.

ADOPTED AND APPROVED by the Board of Commissioners of Public Hospital District No. 2, Snohomish County, Washington, at an open public meeting thereof, this 28th day of February, 2018, the following commissioners being present and voting in favor of the resolution.

President and Commissioner

Commissioner

Commissioner

Commissioner

Secretary and Commissioner

CERTIFICATE

I, the undersigned, Secretary of the Board of Commissioners of Public Hospital District No. 2, Snohomish County, Washington, certify that the attached copy of Resolution No. 2018-03 is a true and correct copy of the original resolution adopted on February 28, 2018 as that resolution appears on the Minute Book of the District.

DATED this 28th day of February, 2018.

Karianna Wilson
Secretary of the Board of Commissioners

CLASS	NUM	DEPT	DESCRIP	QTY	ACQDT	LIFE (Months)	COST	NBV 2/28/2018	Disposal Date
05	6700401	7180	BIPAP VISION VENTILATOR	1	2/1/2006	120	9,494.42	-	2/28/2018
							9,494.42	-	

Program Oversight Committee Summary Report

- One new request for funding from the Washington Poison Center
- One request to re-allocate unspent funds from Homage Senior Services on Health Homes Project

Information about Funding Requests

1. Feet First – Washington Poison Center	Request Year 1	Request Year 2	Request Year 3
	\$26,080	\$27,588	-
<p>Project Description: a program to develop and implement a marijuana education and prevention program using a “train-the-trainer” model. The project would include the development of an education toolkit and delivery of education sessions with the goal of reaching 200 South County influential individuals (e.g. home visitors and early childhood educators) who interact with parents. The goal of the program is to decrease the exposure of young children to marijuana. The Washington Poison Control Center notes that there has been a large increase in the number of calls related to marijuana exposure since legalization took effect.</p>			
Expected Results	<p>The project would seek to train 200 individuals using the new materials and toolkit. In a similar model the center implemented for e-cigarettes, the program ultimately reached ~2,400 end users. The project would follow-up with attendees at 6 and 12 months to track implementation.</p>		
Use of Funds & Costs	<p>Funds would be used to develop the toolkit and deliver 12 training sessions. Costs include staff salaries, printing, marketing, and outreach. Verdant would be the sole funder on the program.</p>		

2. Homage Senior Services – Care Coordination Program Unspent funds	Request Year 1	Request Year 2	Request Year 3
	\$25,000 (unspent funds)		
<p>Program Description: In December, Verdant renewed Homage Senior Service’s Care Transition Program. The previously funded Care Coordination program is expected to have \$25,000 in unspent funds, which Homage has proposed applying to the development of a Health Homes (HH) program. The HH program is designed for residents that have Medicaid or Medicaid/Medicare aka dual coverage. Referrals for the program come from HH lead agencies (including Managed Care Organizations) to contracted providers. HH eligible clients must have one or more chronic conditions such as diabetes, heart disease, or a mental health condition, and must be at risk for a second chronic condition, based on their medical history.</p> <p>Homage would work with Northwest Regional Council (NWRC), a HH Care Coordination Lead Agency for North Sound and Homage would fulfill referrals in the South County zip codes. There are an estimated 714 eligible individuals in South County that Homage would seek to serve through the program.</p>			
Expected Results	<p>The goal would be to serve at least 50-55 individuals in the ramp up period (< 6 months). The program includes well-defined engagement and health measures.</p>		
Use of Funds & Costs	<p>Funds would be used for direct service salaries of Homage staff for the program while it reaches scale. The HH program contracts through NWRC would then provide performance-based payments to Homage as it met the program goals.</p>		

Program Committee Recommendations

Applications Recommended for Funding

1. Washington Poison Center: the committee is recommending the project for funding as requested.

Although the project does not connect to a top Verdant priority, it does address both health education and prevention priorities. The program also would specifically reach Verdant's service area by partnering to train South County service providers.

Applications Not Recommended for Funding

2. Homage Senior Services – Health Homes Start-up: the committee discussed the request in both January and February and there was not interest in rolling the unspent funds into a Health Homes Start-up. There were two primary reasons:

- a. There are several other organizations operating HH programs in the larger region. There are at least 5 Care Coordination Organizations operating in Snohomish County and that would have interest in starting up programs. It is hard to justify Verdant choosing one HH program provider over another.
- b. Committee members did not feel it was Verdant's role to support the start-up of a WA Health Care Authority program, or in supporting care coordination services that could be provided by Managed Care Organizations.

**Verdant Community Wellness Center Summary
February 2018**

Completed Programs (January/February)

1. General Community and Provider Events	Attendance
1. Powerful Tools for Caregivers Workshop (1/9 – 2/13)	16
2. Reality of Today’s Marijuana and It’s Impact on Our Youth (1/22)*	23
3. Monthly Hero’s Café for Veterans (1/23; 2/27)	100
4. Childcare Aware Community Advocacy Training (1/24)	12
5. Swedish Core Leaders Retreat (1/30)	30
6. Korean Women’s Association Everyday Prevention Workshops (2/1)*	40
7. Family Caregiver Support Group (2/1, 15)	6-8
8. ARC Mothers of Children with Disabilities Monthly Support Network (2/ 3)	22
9. Parkinson’s Disease AM & PM Support Group (2/5)	4-6/group
10. SHIBA Update Trainings (2/6)	25
11. Basic Food Education Forum (2/8)	40
12. Evergreen Home Health Team Meetings (2/7, 13)	50
13. Community CPR Day offered by the City of Lynnwood (2/10)	21
14. VA Claims & Benefits Seminar for Providers (2/15)	30
15. Welcome to Medicare Monthly Workshops (2/16)	15
16. Nutrition Budget Discussion with Congressman Rick Larsen (2/22)	9
17. Sea Mar Weekly Health Insurance & Basic Food Enrollment (weekly)	varies
18. Ongoing – Community Support for Prescription Assistance (weekly)*	varies

2. Nutrition and Healthy Behaviors	Attendance
1. Road Back to Life Kidney Support Group (1/23)	8-10/session
2. Surviving & Thriving with Chronic Kidney Disease (1/24 - 2/28)*	15/session
3. Diabetes Support Group (1/24; 2/28)	4-6
4. Mediterranean for Life Health Coaching Program (1/25 - 3/22)*	16/session
5. Healthy Living Coaching Group – weekly support (1/23, 30; 2/6, 13, 20, 27)*	15-25/week
6. Making Weight Loss Your New Year’s Resolution (1/29)*	16
7. Menu Planning in Action STARS Training for Childcare providers (February 3)	46
8. Instant Pot & Pressure Cooking Demo (2/6)*	23
9. Seafood with a Chef and Dietitian Cooking Demo (2/12)*	25
10. CHC Diabetes Cooking Class (2/16)	10

3. Behavioral Health & Substance Use	Attendance
1. Understanding Relationships (1/23 – 6/25)	6-8/class
2. Tai Chi – 6 Week Series for Beginners (1/24 – 2/28)*	8-12/week
3. Intro to Social Skills for Young Adults with Developmental Disabilities (2/1)	9
4. Brain Health and Wellness Classes (1/23, 29, 30: 2/5, 7, 12)*	Varies
5. National Alliance on Mental Illness “Connections” Support Group (2/11, 25)	4-8
6. Adult Children of Alcoholics Weekly Support Group (weekly)	8-15
7. Veterans Drop-In Support (weekly - City of Lynnwood & monthly - County)	varies

4. Other Programs	Attendance
1. Play and Learn Group, Wonderland Development Center (weekly)*	20-30/week

Verdant Community Wellness Center Summary February 2018

Upcoming Programs

A. General Community and Provider Events

1. PEPS – Baby Peppers Parent Support Group (January 11 – March 22)*
2. Girls on the Run Coach Training (February 24)*
3. SnoTrac Coalition Partner Meeting (February 26)
4. Monthly Hero's Café for Veterans (February 27)
5. Korean Women's Association Everyday Prevention Workshops (March 1)*
6. Family Caregiver Support Group (March 1, 15)
7. League of Women Voters Children's Committee (March 2)
8. ARC Mothers of Children with Disabilities Monthly Support Network (March 3)
9. Foster Parent Core Training Series (March 3, 10, 22, 24, 31)
10. Parkinson's Disease AM & PM Support Group (March 5)
11. SHIBA Update Trainings (March 6)
12. Evergreen Home Health Team Meetings (March 7, 13)
13. ESD Student Services Director's Retreat (March 8)
14. Supporting Immigrants in Accessing Health Care Workshop (March 9)
15. Snohomish County Free Legal Clinic for Veterans (March 10)
16. Verdant Resource Connectors Meeting (March 13)
17. Childcare Director's Forum (March 13)
18. ESD Health Services Meeting (March 15)
19. Welcome to Medicare Monthly Workshops (March 16)
20. Homage Senior Services Staff Meeting (March 16, 20)
21. STARS Training: Brain Development & Behavioral Health Challenges in Child Care Settings (March 17)

B. Nutrition and Healthy Behaviors

1. Be Smart for your Heart: Learn & Taste with a Doc and Dietitian (February 26)*
2. Road Back to Life Kidney Support Group (February 27)
3. Surviving & Thriving with Chronic Kidney Disease (March 21 - April 25)*
4. Diabetes Support Group (February 28)
5. Mediterranean for Life Health Coaching Class (January 25-June 12)*
6. Getting to Goal Weight Reduction (March 14)*
7. Colon Cancer Prevention & Screening – Facts & Food with a Doc and Dietitian (March 15)*
8. Kids & Parents Cooking Class – Go green for St. Patrick's Day (March 17)*
9. Strength Training for Better Health, Fitness & Weight Loss (March 19, 26)*
10. Soups & Stews Cooking Demo (March 22)*
11. Living with Pulmonary Hypertension Support Group (March 23)
12. Learn & Taste: FODMAPs – A dietary approach to managing IBS (March 29)*

C. Behavioral Health & Substance Use Focus

1. Tai Chi – 6 Week Series for Beginners (January 24 – February 28)*
2. THS Parent Coaching Group (March 12- May 7)*
3. Brain Health and Wellness Classes (February 26, 27; March 1, 5, 6, 13, 15)*
4. Yoga 101 for Beginners (February 27 – April 17)*
5. Managing Stress in Everyday Life – 8 week Support Group (March 1 – April 19)*
6. Adult Children of Alcoholics Weekly Support Group (weekly)
7. Veterans Drop-In Support (weekly - City of Lynnwood & monthly - County)

* = Grant/Program Funded Partners

February 2018 Multicultural Program & Outreach Report

- **Continuation of the 7-week session of Spanish Language Cooking Matters for Diabetes.** This is a free 6-week bilingual course that teaches adults at risk of diabetes how to buy and prepare low cost healthy meals. Participants shared pictures of their healthier choices and dishes have shared pictures of their meals made at home using the tools and ingredients they've learned about in class. The final number of families impacted and reporting positive experiences in modifying their nutrition by participating in this program was 13.
- **Continuation of the 7-week Spanish Language Strengthening Families Program for Parents and Youth 10-14 years.** The Strengthening Families Program is geared towards parents and youth 10-14 is a family skills training intervention designed to enhance school success and reduce youth substance use and aggression among 10- to 14-year-olds. Current participation is 12 families with 18 youth.

Upcoming program:

Cooking with Cops: As an extension of the Verdant Health Commission focus on health and wellness, the purpose of the Cooking with LPD Cops program is to create a sense of community and build trust and relationships between law enforcement and residents with an emphasis on nutrition education. It is a program that would pair Lynnwood Police Officers with diverse, interested and (potentially) at-risk youth from the Edmonds school district in an effort to positively change the culture and create positive interactions among young people and police. The program is scheduled to start on Spring Break- April 2nd.

February 2018 Marketing Report

Time	Activity		
7:30-8 a.m.	Arrival & Check In <i>Help Yourself to Healthy Breakfast Options</i>		
8-9 a.m.	Breakfast Keynote Dr. Pritpal Tamber, Co-founder & CEO of Bridging Health & Community		
	Interest Tracks		
	The “Why” What theories inform effective community health practices?	The “How” What practices do we implement to improve community health?	The “Now What?” How do we advocate and drive policy in community health?
9:15-10:05 a.m.	Food, Hunger & Chronic Diseases: How Do They Relate? Introduction: Bob Knowles	Case Studies in Behavioral Health Integration	Navigating the Healthcare Alphabet Soup Presenter: Karianna Wilson
10:15-11:05 a.m.	Why Does Oral Health Matter?	Trauma Informed Practice in Schools	Social Determinants of Health: The Truth About Immigration & Health Outcomes
11:15 a.m. – 12:15 p.m.	Verdant Presentation & Community Awards Commissioners for photos/to congratulate recipients: Deana Knutsen, Bob Knowles, Bruce Williams, Fred Langer (?), Karianna Wilson (?)		
12:25-1:15 p.m.	What is Evidence-based Practice? Introduction: Bruce Williams	Non-opiate Treatment of Pain Introduction: Fred Langer	Case Studies in Advocacy Work
1:25-2:15 p.m.	Brain Health	Mindfulness for Preventing Burnout	The Many Voices of Community Health Introduction: Deana Knutsen
2:25-3:25 p.m.	Closing Keynote Shelly Virva, LCSW, National Center for Complex Health & Social Needs within the Camden Coalition of Healthcare Providers		