

VERDANT HEALTH COMMISSION  
PUBLIC HOSPITAL DISTRICT NO. 2 OF SNOHOMISH COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
Regular Meeting  
A G E N D A  
February 26, 2020  
8:00 a.m. to 9:45 a.m.

	<u>ACTION</u>	<u>TIME</u>	<u>PAGE</u>
A. Call to Order	---	8:00	---
B. Approval of the Minutes			
a) January 22, 2020 Board Meeting	Action	8:01	2-6
C. Superintendent/Marketing Report	Information	8:02	---
D. Executive Committee Report	Information	8:05	---
E. State Auditor Report	Information	8:10	---
F. Finance Committee Report			
a) Review financial statements and cash activity	Information	8:25	7-12
b) Authorization for payment of vouchers and payroll	Action	8:30	13
c) Resolution 2020:01 Appointing Linda Hunt as Auditor	Action	8:32	14-15
d) Resolution 2020:02 Appointing Erica Ash as Treasurer	Action	8:33	16-18
G. Program Committee Report and Recommendations			
a) Conflicts of Interest	---	8:34	---
b) Update from CHC of Snohomish County on the Integrated Pain Management and Prevention Program	Information	8:35	---
c) Program investment recommendations	Action	8:50	19-21
d) Discussion around COVID-19 communication and responsiveness	Information	9:00	
d) Verdant Community Social Worker update	Information	9:05	22
e) Verdant Community Wellness Center activities update	Information	---	23-24
f) Verdant multicultural program update	Information	---	25-26
H. Public Comments (please limit to three minutes per speaker)	---	9:15	---
I. Commissioner Comments	---	9:20	---
J. Executive Session	---	9:25	---
a) To evaluate the qualifications of an applicant for public employment			
K. Open Session	---	9:40	---
L. Adjournment	---	9:45	---

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

**BOARD OF COMMISSIONERS**

***Regular Meeting***  
***Verdant Community Wellness Center***  
***January 22, 2020***

**Commissioners  
Present**

Bob Knowles, President  
Karianna Wilson, Secretary (8:04 a.m. arrival)  
Deana Knutsen, Commissioner  
Fred Langer, Commissioner  
Dr. Jim Distelhorst, Commissioner

**Staff**

Jennifer Piplic, Superintendent  
Sue Waldin, Community Wellness Program Manager  
Sandra Huber, Community Engagement  
Nancy Budd, Community Social Worker  
Karen Goto, Executive Assistant  
Erica Ash, Ash Consulting

**Guests**

Tom Sebastian, Compass Health  
Tom Kozaczynski, Compass Health

**Call to Order**

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

**Approval of Minutes**

***Motion was made, seconded and passed unanimously to approve*** the minutes of the regular board meeting on December 18, 2019.

**Superintendent/  
Marketing Report**

Ms. Piplic reported on the following items:

1. Verdant office re-configuration is complete.
2. Herd Freed Hartz will have first draft for the Superintendent position job posting by the end of the week.
3. Swedish Health Systems SEIU strike is still planned. Commissioner Langer recommends that Verdant stay quiet on labor issues as Verdant has no involvement in these matters.
4. Verdant will research public health recommendations for public spaces on the topic of the Coronavirus. Commissioner Distelhorst stated that washing hands is more effective than hand sanitizing alone.

5. Thanks to the Verdant staff for their work in light of the recent snowfall and three days of building closures.

**Executive  
Committee Report**

The committee met on January 15, 2020 to review the agenda for the January 22, 2020 board meeting, discuss the onboarding process for the next Superintendent, reviewed the committee charters for both the Strategic Collaboration and the Executive Committee, and discussed next steps in the Superintendent search. No action was taken. President Knowles announced that there will be an amendment to today's agenda to include an Executive Session after public comments to discuss a possible real estate acquisition. The Executive Session will last for 10 minutes, then the board will return to open session, and then adjourn. President Knowles and Commissioner Langer expressed the board's appreciation of Commissioner Knutsen's leadership as board chair for the past three years.

**Onboarding of Next  
Superintendent**

The current district bylaws will be included in materials compiled for onboarding the next Superintendent (E:01:20).

**Strategic  
Collaboration  
Committee Charter**

***Motion was made, seconded and passed unanimously to approve*** revisions as presented (E:02:20).

**Executive  
Committee Charter**

President Knowles suggested that Item #13 be kept in the district bylaws as it is a best practice but #12 can be deleted as the revision suggests (E:03:20).

Commissioner Langer noted that there were previous board evaluations done by the hospital and perhaps those can be located and used again.

***Motion was made, seconded and passed unanimously to approve*** the charter with the revision of removing the words "chair of the" from the last sentence.

Commissioner Langer clarified that the board chair appoints the committee members and the board ratifies the selection.

**Finance Committee  
Report**

Commissioner Langer stated that the committee met on January 10, 2020. Ms. Ash reviewed the financial statements and cash activity for December 2019 (E:04:20).

**Authorization for  
Payment of  
Vouchers & Payroll**

Warrant Numbers 14004 through 14058 for December 2019 for payment in the amount of \$167,530.40 were presented for approval (E:05:20) by Commissioner Langer. ***Motion was made, seconded and passed unanimously to approve.***

**Finance Committee  
Charter**

***Motion was made, seconded and passed unanimously to approve*** the charter with revisions as presented (E:06:20). Commissioner Langer stated that the charter includes personnel compensation review.

**Presentation from  
Compass Health**

Mr. Tom Sebastian & Mr. Tom Kozaczynski presented on the Snohomish County Crisis Triage Center (E:07:20) and its current financial situation. 90 patients from the hospital district were seen in 2019 representing about 10% of the total number of patients seen at the center. Commissioners asked questions around insurance for patients, contributions from other partners including Snohomish County, and status of the diversion center.

**Program Committee  
Update**

The Program Committee met on January 14, 2020 and reviewed two grant applications (E:08:20). Commissioner Distelhorst asked if there were any known or perceived conflicts of interest and none were reported by the commissioners. Ms. Piplic presented the applications and Commissioner Distelhorst presented the program committee recommendations.

***Motion was made, seconded and passed unanimously to approve*** the Edmonds Food Bank Making Healthy Choices program funding in full at \$30,000 in Year 1 and \$20,000 in Year 2.

***Motion was made, seconded and passed unanimously to approve*** the Center for Human Services primary care and behavioral health integration at Virginia Mason-Edmonds Family Medicine in full at \$98,417 in Year 1, \$100,385 in Year 2, and \$102,393 in Year 3. The Program Committee has a concern around sustainability of this program. Ms. Piplic will require CHS to report annually on plans for sustainability. Ms. Piplic also noted that the CHS primary care and behavioral health integration program at Community Health Center of Snohomish County's 3-year grant is ending so a renewal request will likely come soon.

<b>Program Oversight Committee Charter</b>	<b><i>Motion was made, seconded and passed unanimously to approve</i></b> revisions as presented (E:09:20).
<b>Verdant Community Wellness Center Update</b>	See E:10:20 for an update on programs in the Verdant Community Wellness Center in December 2019. Ms. Waldin presented a report on the state-funded fruit & vegetable vouchers to support individuals managing chronic conditions (E:11:20). There is no renewal of the federal grant from 2019 to the Department of Health. DOH is launching a pilot program in 2020 that serves individuals with chronic conditions plus food insecurity and Verdant was selected to participate in this project.
<b>Verdant Multicultural Program Update</b>	See E:12:20 on multicultural programs in the months of December 2019 and January 2020.
<b>Public Comments</b>	Ms. Joan Bloom of the School Garden Advocates commented on the status of the program with a garden at College Place Elementary built in 2018 and another garden at Edmonds Heights built in 2019. The SGA partners with Farmer Frog on these projects. Ms. Priscilla Kruger, Ms. Janice Noe, Ms. Mary Bell, Ms. Roslyn Bell, and Ms. Kathleen Rapp also commented on the value of school gardens (E:13:20).
<b>Commissioner Comments</b>	President Knowles thanked the SGA members for sharing their passion. Note: Commissioner Langer departed the meeting at 9:20 a.m.
<b>Executive Session</b>	President Knowles recessed the regular meeting at 9:30 a.m. into Executive Session to discuss a possible real estate acquisition. President Knowles stated that the board would reconvene in 5 minutes and no action would be taken in Executive Session.
<b>Open Session</b>	The board reconvened into Open Session at 9:35 a.m.
<b>Adjournment</b>	The meeting was adjourned at 9:35 a.m.

**ATTEST BY:**

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President

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Secretary

**Balance Sheet**  
As of January 31, 2020

	A	B	C	D
	Dec 31, 2019	Jan 31, 2020	\$ Change	Comments:
<b>1 ASSETS</b>				
<b>2 Current Assets</b>				
<b>3 Cash Balance</b>	1,642,443	1,858,602	216,159	
<b>4 Other Current Assets</b>	53,940,439	54,461,732	521,293	Includes Investments
<b>5 Total Current Assets</b>	55,582,882	56,320,334	737,452	
<b>6 Total Long-term &amp; Fixed Assets</b>	44,019,111	43,874,035	(145,076)	Includes Depreciation
<b>7 TOTAL ASSETS</b>	<u>99,601,993</u>	<u>100,194,369</u>	<u>592,376</u>	
<b>8 LIABILITIES &amp; EQUITY</b>				
<b>9 Liabilities</b>				
<b>10 Current Liabilities</b>	2,502,269	2,482,540	(19,729)	
<b>11 Long-term Liabilities</b>	-	-	-	Bonds moved to current
<b>12 Total Liabilities</b>	2,502,269	2,482,540	(19,729)	
<b>13 Total Equity</b>	97,099,724	97,711,829	612,105	Annual Net Income/(Loss)
<b>14 TOTAL LIABILITIES &amp; EQUITY</b>	<u>99,601,993</u>	<u>100,194,369</u>	<u>592,376</u>	

**Profit & Loss**  
January 31, 2020

	A	B	C	D	E	F
	Jan Actual	Jan Budget	Fav/(Unfav)	YTD Actual	YTD Budget	Fav/(Unfav)
<b>1 INCOME</b>						
<b>2 Ordinary Income</b>	925,630	948,050	(22,420)	925,630	948,050	(22,420)
<b>3 EXPENSES</b>						
<b>4 Operating Expenses</b>	145,523	203,706	58,183	145,523	203,706	58,183
<b>5 Depreciation Expense</b>	138,939	138,939	-	138,939	138,939	-
<b>6 Program Expenses</b>	537,887	792,008	254,121	537,887	792,008	254,121
<b>7 Total Expenses</b>	822,349	1,134,653	312,304	822,349	1,134,653	312,304
<b>8 OTHER INCOME/(EXPENSE)</b>						
<b>9 Total Other Income/(Expense)</b>	508,824	243,750	265,074	508,824	243,750	265,074
<b>10 NET INCOME/(LOSS)</b>	<u>612,105</u>	<u>57,147</u>	<u>554,958</u>	<u>612,105</u>	<u>57,147</u>	<u>554,958</u>

**Monthly Highlights**  
January 31, 2020

Verdant received dividend payments of \$88,033, a realized gain of \$24,761 and an unrealized gain of \$215,662 on our investment portfolio in January which closed with an ending market value of \$54,169,473.

Program grant commitments total \$6,498,707 for 2019 and \$6,090,536 for 2020 excluding BHCF.

Revenue of \$110,506 and expenses of \$69,620 from the Kruger Clinic were incurred, netting to an additional operating income of \$40,886 in January.

**Public Hospital District #2**

<b>Warrant Number</b>	<b>Transaction Date</b>	<b>Payee</b>	<b>Amount</b>	<b>Purpose</b>
<b>Warrant Activity:</b>				
14059	01/03/2020	Armstrong Maintenance, LLC	1,697.48	Monthly Janitorial
14060	01/03/2020	Consolidated Landscape Maintenance, Inc.	440.90	Landscaping maintenance
14061	01/03/2020	Dataworks	379.04	IT support
14062	01/03/2020	Electronic Business Machines	61.88	Supplies for copy machine
14063	01/03/2020	Laura Miramontes	60.00	WC 261 - Childcare 12/9, 12/10
14064	01/03/2020	Neopost	60.00	Postage
14065	01/03/2020	Puget Sound Energy	59.38	Natural Gas
14066	01/03/2020	Regence Blueshield	4,757.10	January 2020 Health Insurance
14067	01/03/2020	Snohomish County PUD	1,569.13	Electricity
14068	01/03/2020	Sound Publishing, Inc.	39.20	Legal Notice 12/18 Board Meeting
14069	01/03/2020	Staples	6.61	Supplies
14070	01/03/2020	Susana Flores	45.00	WC 262 - Childcare 12/09
14071	01/03/2020	Waste Management	375.58	Garbage
14072	01/03/2020	Wells Fargo	4,405.70	December Credit Card payments
14073	01/03/2020	Yasaura Carvajal	57.50	Childcare and WC 293 - Promotora Lead Work
14074	01/10/2020	AmeriFlex Business Solutions	11.50	January 2020 FSA Administration
14075	01/10/2020	Armstrong Maintenance, LLC	1,110.00	Monthly Janitorial
14076	01/10/2020	Ash Consulting	18,217.25	December Services
14077	01/10/2020	Aukema & Associates	800.00	Annual Website Hosting (July 23, 2019 - July 22, 2020)
14078	01/10/2020	City of Lynnwood - Utilities	576.76	Water/Sewer
14079	01/10/2020	Comcast	340.32	Telephone/Internet
14080	01/10/2020	Dataworks	248.63	IT support
14081	01/10/2020	Dynamic Language	144.06	ASL Interpreter for EBT Cooking Demo Class
14082	01/10/2020	Edmonds Center for the Arts	1,000.00	MLK Event Sponsorship
14083	01/10/2020	ELTEC Systems, LLC	291.27	January 2020 Elevator Maintenance
14084	01/10/2020	Herd Freed Hartz	17,500.00	Payment 1 of 3 for Superintendent Search Firm
14085	01/10/2020	Lowe Graham Jones PLLC	150.00	December 2019 Trademark monitoring
14086	01/10/2020	Pacific Medical Centers(PacMed)	458.35	WC 230 - Living Well Alliance
14087	01/10/2020	PeopleSpace	1,359.39	Final payment for office reconfiguration for VCWC
14088	01/10/2020	Sound Publishing, Inc.	39.20	Legal Notice 4/24 Board Meeting
14089	01/10/2020	WA Department of Revenue	19,599.36	Q4 2019 Leasehold Excise tax return
14090	01/10/2020	Wa State Dept of L&I - Elevator Program	147.20	Elevator Inspection
14091	01/10/2020	Awards Service Inc	24.31	Name Plate for Erica Ash
14092	01/10/2020	Comcast	533.45	Telephone/Internet
14093	01/10/2020	Verizon	112.64	Cell Phones
14094	01/10/2020	Safeway	1,580.00	Food Insecurity Nutrition Incentive - December 2019
14095	01/21/2020	Ankrom Moisan	309.48	Office furniture reconfig
14096	01/21/2020	ANS of WA, Inc.	135.00	KG Notary Seminar 3-17-20 in Lynnwood for Karen Goto
14097	01/21/2020	Awards Service Inc	190.95	Board Appreciation Plaque for Deana Knutsen
14098	01/21/2020	Consolidated Landscape Maintenance, Inc.	540.07	Landscaping
14099	01/21/2020	Nariman Wevaer	350.00	WC 284 - Marketing and Design Pieces
14100	01/21/2020	Neopost	60.00	Postage



Warrant Number	Transaction Date	Payee	Amount	Purpose
<b>Warrant Activity:</b>				
14101	01/21/2020	Pacific Hood & Duct Cleaning	530.40	Cleaning of kitchen hood
14102	01/21/2020	PeopleSpace	331.50	Office reconfiguration for VCWC - material disposition
14103	01/21/2020	Principal	755.90	EE Life Support
14104	01/21/2020	Sound Dietitians	2,462.24	WC 223 & WC 222 - Nutrition Consulting and Healthy Living Coaching Group
14105	01/21/2020	Staples	397.22	Supplies
14106	01/21/2020	State Auditor's Office	800.80	2018 State Audit progress billings
14107	01/28/2020	Alexander Printing Co, Inc	1,001.68	Mediterranean for Life Participant Workbooks
14108	01/28/2020	AmeriFlex Business Solutions	100.00	2020 Annual renewal cost
14109	01/28/2020	Cascade Security Corporation	565.90	January 2020 Parking Lot Security
14110	01/28/2020	City of Lynnwood	865.00	December 2019 Staffing
14111	01/28/2020	Consolidated Landscape Maintenance, Inc.	440.90	February 2020 Landscaping
14112	01/28/2020	Daniella Valeska Ochoa	600.00	WC 267 - Diabetes Education Classes - 12/7 and 12/9
14113	01/28/2020	Dataworks	484.94	IT support
14114	01/28/2020	Davidson-Macri Sweeping, Inc.	1,445.35	Ice/Snow removal
14115	01/28/2020	Electronic Business Machines	48.54	1/22-2/21/20 Copy Machine
14116	01/28/2020	ELTEC Systems, LLC	291.27	Feb 2020 Elevator Maintenance
14117	01/28/2020	Jessica Hunter	1,200.00	WC 271 - Spanish Language Instruction for Positive Discipline - 7 sessions
14118	01/28/2020	Lani Miller	330.62	WC 302 - Cooking Demo - No more Diets
14119	01/28/2020	Marie Andresen	690.00	WC 274 - Instructor for Managing Stress (4 sessions)
14120	01/28/2020	Regence Blueshield	2,737.29	February 2020 Health Insurance
14121	01/28/2020	Sound Publishing, Inc.	39.20	Legal Notice 1/22/2020 Board Meeting
14122	01/28/2020	Susana Flores	45.00	WC 262 - Childcare 1/8/2020
14123	01/28/2020	Wells Fargo	2,572.12	January Credit Card payments
14124	01/28/2020	Yasaura Carvajal	45.00	WC 263 - Childcare 1/8/2020
Total Warrants			98,624.56	

Transaction Date	Payee	Amount	Purpose
<b>Wire/ACH Activity:</b>			
01/03/2020	ADP	4,730.61	Payroll taxes for 1/3/2020 payday
01/03/2020	ADP	55.15	Fee for payroll processing
01/03/2020	ADP	13,199.26	ACH payroll transfer
01/10/2020	ADP	79.74	Fee for payroll processing
01/13/2020	AmeriFlex Business Solutions	4.78	EE FSA Payments
01/13/2020	Wells Fargo	272.51	Service Charge
01/13/2020	Wells Fargo Merchant Services	94.12	Merchant Services
01/14/2020	Valic	1,903.60	Payroll 401(a)/457 Deposit
01/17/2020	ADP	4,610.25	Payroll taxes for 1/17/2020 payday
01/17/2020	ADP	12,659.21	ACH payroll transfer
01/21/2020	AmeriFlex Business Solutions	100.00	EE FSA Payments
01/24/2020	ADP	85.70	Fee for payroll processing
01/27/2020	AmeriFlex Business Solutions	102.25	EE FSA Payments
01/28/2020	WA Department of Revenue	866.88	B&O/Retailing Sales Tax for Jan 2019
01/29/2020	ADP	137.80	Fee for payroll processing
01/29/2020	Valic	1,898.26	Payroll 401(a)/457 Deposit
01/31/2020	WA State Dept of Labor & Industries	369.51	Wa Labor and Industries Q4 2019
01/31/2020	ADP	4,871.46	Payroll taxes for 1/31/2020 payday
01/31/2020	ADP	52.55	Fee for payroll processing
01/31/2020	ADP	13,665.62	ACH payroll transfer

Transaction Date	Payee	Amount	Purpose
<b>Wire/ACH Activity:</b>			
01/15/2020	Alzheimer's Association Western & Central	7,500.00	Program Payment
01/15/2020	Boys & Girls Club of Snohomish County	24,583.33	Program Payment
01/15/2020	Cascade Bicycle Club Education Foundation	2,666.67	Program Payment
01/15/2020	Center for Human Services	36,029.16	Program Payment
01/15/2020	ChildStrive	50,850.16	Program Payment
01/15/2020	City of Lynnwood	8,718.33	Program Payment
01/15/2020	Compass Health	17,386.50	Program Payment
01/15/2020	Concern for Neighbors Food Bank	39,525.00	Program Payment
01/15/2020	Domestic Violence Services Snohomish Co	13,566.50	Program Payment
01/15/2020	Edmonds School District No. 15	80,872.08	Program Payment
01/15/2020	Edmonds Senior Center	9,666.67	Program Payment
01/15/2020	Homage Senior Services	62,436.52	Program Payment
01/15/2020	Kinderling	12,218.58	Program Payment
01/15/2020	Korean Women's Association	5,000.00	Program Payment
01/15/2020	Latino Educational Training Institute	5,416.66	Program Payment
01/15/2020	Lynnwood Food Bank	839.58	Program Payment
01/15/2020	Medical Teams International	8,100.00	Program Payment
01/15/2020	Prescription Drug Assistance Foundation	4,583.33	Program Payment
01/15/2020	Project Access Northwest	10,416.67	Program Payment
01/15/2020	Puget Sound Christian Clinic	50,245.50	Program Payment
01/15/2020	South Snohomish County Fire & Rescue	26,875.00	Program Payment
01/15/2020	Therapeutic Health Services	20,833.33	Program Payment
01/15/2020	Volunteers of America Western WA	6,750.42	Program Payment
01/15/2020	Wonderland Development Center	27,239.33	Program Payment
Total Wires/ACH Transactions		592,078.58	

Transaction Date		Payee	Amount	Purpose
<b>Kruger Clinic Activity:</b>				
1294 - 1308	misc	Various Claimants/Vendors	21,616.23	Administered by Azose
<b>Work Comp Activity:</b>				
305440-305442	misc	Various Claimants/Vendors	206.54	Administered by Eberle Vivian
<b>Total Disbursements</b>			<b>\$ 712,525.91</b>	

Transaction Date		Payer	Amount	Purpose
<b>Deposits:</b>				
01/10/2020		Snohomish County	11,379.69	Levy
	Various	VCWC Registration	160.00	Registration for VCWC Classes
01/17/2020		WA State Health Care Authority	2,988.00	NSACH
01/27/2020		Healthcare Realty Services, Inc.	4,663.72	Ground Lease
01/29/2020		Swedish/Edmonds	782,863.91	Monthly hospital lease
01/29/2020		Swedish Edmonds Children's Clinic	21,053.22	Kruger Clinic monthly lease
01/29/2020		Swedish Edmonds Kruger Clinic	49,225.09	Kruger Clinic monthly lease
01/29/2020		ADP	404.03	Refund of Q4 L&I Tax - ADP return filing failed
01/30/2020		Puget Sound Gastro	28,333.29	Kruger Clinic monthly lease
01/30/2020		Value Village	27,614.77	Monthly lease
<b>Total Deposits</b>			<b>\$ 928,685.72</b>	

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 14059 through 14124 have been issued for payment in the amount of \$98,624.56. These warrants are hereby approved.

Attest:

\_\_\_\_\_  
Erica Ash

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

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Commissioner

\_\_\_\_\_  
Commissioner

Warrants Processed:	01-01-2020 – 01-31-2020		\$98,624.56
Work Comp Claims Pd:	01-01-2020 – 01-31-2020		21,616.23
Kruger Clinic Processed:	01-01-2020 – 01-31-2020		206.54
Payroll:	12-15-2019 – 12-28-2019	13,199.26	
	12-29-2019 – 01-11-2020	12,659.21	
	01-12-2020 – 01-25-2020	<u>13,665.62</u>	
			39,524.09
Electronic Payments/ Adjustments:	Payroll Taxes	14,212.32	
	Payroll Processing	410.91	
	Valic Retirement	3,801.86	
	FSA Payments	207.03	
	Bank Fees	366.63	
	WA State Dept Revenue	1,236.39	
	Program Expenditures	<u>532,319.32</u>	
			<u>552,554.49</u>
	Grand Total		<u>\$712,525.91</u>

PUBLIC HOSPITAL DISTRICT NO. 2  
SNOHOMISH COUNTY, WASHINGTON

RESOLUTION NO. 2020-01

A RESOLUTION of the Commission of Public Hospital District No. 2, Snohomish County, Washington, appointing and designating Linda Hunt as Hospital District Auditor; and removing Erica Ash as Hospital District Auditor.

BE IT RESOLVED by the Commission of Public Hospital District No. 2, Snohomish County, Washington, as follows:

Section 1. Linda Hunt is found to be a person experienced in accounting and business practices, and is hereby appointed and designated Hospital District Auditor as of February 26, 2020, to perform under the direction of the Superintendent the duties set forth in Article III, Section 2, of the Bylaws of the District, a municipal corporation.

Section 2. Erica Ash is hereby removed as the Hospital District Auditor effective as of February 26, 2020. The Superintendent is authorized and directed to notify all applicable institutions in writing that Erica Ash has been removed as Hospital District Auditor.

ADOPTED and APPROVED by the Commission of Public Hospital District No. 2, Snohomish County, Washington, at a regular open public meeting thereof this 26<sup>th</sup> day of February, 2020, the following Commissioners being present and voting.

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President and Commissioner

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Commissioner

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Commissioner

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Commissioner

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Secretary and Commissioner

## **CERTIFICATION**

I, the undersigned, Secretary of Public Hospital District No. 2, Snohomish County, Washington (the "District"), hereby certify as follows:

1. The attached copy of Resolution No. 2020-01 (the "Resolution") is a full, true and correct copy of a resolution duly adopted at a regular meeting of the Commission of the District held at the regular meeting place thereof on February 26, 2020, as that Resolution appears on the minute book of the District; and

2. A quorum of the members of the Commission of the District was present throughout the meeting and a majority of those members present voted in the proper manner for the adoption of the Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand this 26<sup>th</sup> day of February, 2020.

PUBLIC HOSPITAL DISTRICT NO. 2  
SNOHOMISH COUNTY, WASHINGTON

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Karianna Wilson, Secretary of the District

PUBLIC HOSPITAL DISTRICT NO. 2  
SNOHOMISH COUNTY, WASHINGTON

RESOLUTION NO. 2020-02

A RESOLUTION of the Commission of Public Hospital District No. 2, Snohomish County, Washington (the "District"), appointing and designating Erica Ash as the treasurer of the District and authorizing Wells Fargo, N.A., to honor her facsimile signature in that capacity; specifying the terms of the necessary surety bond; providing for payment by the District of the premium on such bond; and removing the current treasurer.

WHEREAS, pursuant to RCW 70.44.171 and Article III, Section 3, of the Amended and Restated Bylaws of the District (the "Bylaws"), the Commission is required to designate some person having experience in financial and fiscal matters as the treasurer of the District (the "Treasurer") subject to the requirement of an adequate surety bond with an authorized surety company; and

WHEREAS, by Resolution 2019-04, adopted July 24, 2019, Daria Heimerman was designated Treasurer; and

WHEREAS, the Commission desires to appoint a new Treasurer; NOW, THEREFORE,

BE IT RESOLVED by the Commission of Public Hospital District No. 2, Snohomish County, Washington, as follows:

Section 1. Erica Ash, who is found to possess the necessary experience in financial and fiscal matters, is designated Treasurer to perform under the direction of the District's superintendent the duties set forth in Article III, Section 3, of the Bylaws with respect to all funds of the District, effective February 26, 2020, provided that such designee shall have by then obtained an adequate surety bond with a surety company authorized to do business in the State of Washington.

Section 2. Wells Fargo, N.A. (the "Bank"), as a designated depository of this municipal corporation, and its correspondent banks are hereby requested, authorized and directed to honor all checks and warrants drawn in the District's name on its respective accounts with the Bank (including those drawn to the individual order of any person or persons whose names appear thereon as signer or signers thereof) when bearing or purporting to bear the facsimile signature of the following:

ERICA ASH, Treasurer,

and the Bank (including its correspondent banks) shall be entitled to honor and to charge this municipal corporation for all such checks and warrants regardless of by whom or by what means the actual or purported facsimile signature or signatures thereon may have been affixed thereto, if such facsimile signature or signatures resemble the facsimile specimens from time to time filed



with the Bank by the Secretary or other authorized officer of the District; and further that all previous authorizations for the signing and honoring of such checks and warrants for the payment of the money drawn on the Bank by the District are continued in full force and effect as amplified hereby; that this authority shall continue in force until notice in writing of its revocation shall have been given to and received by the Bank; and that all transactions aforesaid which previously have taken place are hereby confirmed and ratified.

Section 3. The surety bond referred to in Section 1 assuring that the Treasurer shall faithfully perform the duties of those offices, shall be deemed adequate if it is payable to the District in the amount of at least \$250,000, which the Commission finds will protect the District against loss. The premium on such bond shall be paid by the District as provided by RCW 70.44.171.

Section 4. Daria Heimerman is hereby removed as Treasurer of the District effective February 26, 2020. The Superintendent is authorized and directed to notify the Bank and other financial institutions in writing that Daria Heimerman has been removed as Treasurer of the District.

ADOPTED and APPROVED by the Commission of Public Hospital District No. 2, Snohomish County, Washington, at a regular open public meeting thereof this 26<sup>th</sup> day of February, 2020, the following Commissioners being present and voting.

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President and Commissioner

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Commissioner

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Commissioner

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Commissioner

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Secretary and Commissioner

## **CERTIFICATION**

I, the undersigned, Secretary of Public Hospital District No. 2, Snohomish County, Washington (the "District"), hereby certify as follows:

1. The attached copy of Resolution No. 2020-02 (the "Resolution") is a full, true and correct copy of a resolution duly adopted at a regular meeting of the Commission of the District held at the regular meeting place thereof on February 26, 2020, as that Resolution appears on the minute book of the District; and

2. A quorum of the members of the Commission of the District was present throughout the meeting and a majority of those members present voted in the proper manner for the adoption of the Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand this 26<sup>th</sup> day of February, 2020.

PUBLIC HOSPITAL DISTRICT NO. 2  
SNOHOMISH COUNTY, WASHINGTON

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Karianna Wilson, Secretary of the District

## Program Oversight Committee Summary Report February 2020

- Two applications to review

1. Center for Human Services	Request Year 1	Request Year 2	Request Year 3
	\$70,227	\$70,227	\$71,631
<p><b>Program Name &amp; Description: Primary Care &amp; Behavioral Health Integration Program at CHC</b></p> <p>A renewal request to support one part-time masters' level behavioral health clinician at both CHC clinics in Verdant's district – Lynnwood and Edmonds. This clinician works 24 hours per week between the 2 sites. CHC personnel refer patients, typically youth up to age 25, to the CHS provider after screening with tools like the PHQ-9 or Moods &amp; Feelings Questionnaire for depression and the GAD-7 or the SCARED for anxiety. The tool used depends on the patient's age. CHC staff provides a warm hand-off to the CHS provider, who can screen the patient more thoroughly and provide brief interventions. The CHS provider follows empirically supported brief intervention models based on the nature of the presenting concern, including Cognitive Behavioral Therapy (CBT) and Solution Focused Brief Therapy (SFBT). Motivational Interviewing is used in all interventions. If, at any time, the patient needs on-going behavioral health intervention rather than brief interventions, a referral is made by the clinician. However, because transportation is a common problem as well as a lack of adequate insurance (due to high deductibles), the patient may be seen for up to 6 months in this program. Centralized scheduling and CHS' use of CHC's electronic medical records reduces significant barriers to serve this population.</p>			
<b>Expected Results</b>	<p>The program anticipates serving 200 participants and tracks needs and outcomes as follows:</p> <ul style="list-style-type: none"> <li>- # referred to CHS clinician (n=200)</li> <li>- # who receive brief interventions through this program – minimum of 2 visits (n=75-100)</li> <li>- # who improve their behavioral health condition (n=70-100)</li> </ul>		
<b>Use of Funds &amp; Costs</b>	<p>Request is for \$70,227 in Year 1 and Year 2, and \$71,631 in Year 3. In Year 1, this includes budget to replace the clinician's laptop/tech needs. The budget accounts for a 2% COLA each year.</p> <p>Previous funding level was \$66,850 per year for 3 years.</p>		

2. Compass Health	Request Year 1 (March-December 2020)	Request Year 2	Request Year 3
	\$100,000	-	-
<p><b>Program Name &amp; Description: Snohomish County Triage Center</b></p> <p>The Snohomish County Triage Center (SCTC) located in Everett and run by Compass is the only mental health crisis triage center in Snohomish County. The SCTC receives referrals from first responders including law enforcement and fire/EMS, local hospitals, and self-referral/walk ins. Since integrated managed care went into effect in July 2019, Compass Health's ability to bill for services has changed dramatically, and they do not have a path for billing uninsured patients. This was previously available through state funding administered by NSBHO, but now all funds pass through the 5 managed care organizations and that does not include uninsured patients. As a result, Compass has the ability to bill for Medicaid patients, but approximately 25% of the patients treated at the Triage Center are uninsured, resulting in no reimbursement.</p> <p>Compass is advocating for policy changes in the state legislature to change the billing structure to allow for uninsured patients to be covered with state dollars, as was previously the case. Regardless of the action taken by the state, Compass will not be able to recoup the costs for services provided to uninsured patients during this window in which there is no billing opportunity. Compass' anticipated shortfall due to serving the uninsured is approximately \$1 million during this period when no funding source is available.</p>			
<b>Expected Results</b>	<p>Compass will track patient progress with crisis plans that would include the goal of reducing the use of emergency departments and jail visits and increasing the number of clients with insurance. Focused on south county, they expect to track:</p> <ul style="list-style-type: none"> <li>• The number of participants with a crisis plan that includes the use of the SCTC when in crisis (divert from ED).</li> <li>• The number of participants with 23-hour observations implemented in a month and in a year as indicated on their admit information (divert from jail).</li> <li>• The number of clients who are connected to insurance. Compass will work with each uninsured patient to obtain insurance whenever possible.</li> </ul>		
<b>Use of Funds &amp; Costs</b>	<p>Compass is requesting \$100,000 to support uninsured patients from south county. Approximately 10% of the patients served at the SCTC come from the district, and so of the \$1 million anticipated budget shortfall, this \$100,000 represents the need from south county. There may be a permanent state funding solution out of the current legislative session, and if that does pass, Compass may begin to see reimbursements for services at the start of 2021. If a state funding solution is not identified this legislative session, Compass has said it will likely close the SCTC. The contract period for this grant request would be from March-December 2020, to support services for uninsured in south county.</p>		

## Program Committee Recommendations (Commissioners Distelhorst and Knutsen)

### Recommended for Funding:

- **Center for Human Services Primary Care and Behavioral Health Integration Program at CHC:** The committee is recommending funding the program in full and believes the program aligns with the Verdant priority area to increase access to behavioral health. As with the CHS-Virginia Mason EFM program, the committee would like CHS to include ideas to make this program more sustainable in its annual reports.
- **Compass Health Snohomish County Triage Center:** This program aligns with Verdant's priorities and fulfills a need for the residents of our community. The committee was interested in recommending funding for this program but wanted the full board to discuss the dollar amount.

**Verdant Community Social Worker  
South Snohomish County Quarterly Provider Trainings**

***January 23, 2020:*** Suicide Assessment, Intervention & Treatment  
Presenter: Crisis Connections (Formerly Crisis Clinic, Seattle)

How do you determine if someone is suicidal and what can you do to help? In this training, attendees learned how to recognize the warning signs of suicide and assess the safety challenges of suicide and suicidal behavior. Approaches were explored that anyone could use to more effectively communicate with individuals in crisis. This training is on the WA State Department of Health's Model List for Suicide Prevention Training for Health Professionals and is approved by the Medical Commission. It has been approved for six (6) CEUs for Washington State Licensed Mental Health Counselors, Licensed Marriage and Family Therapists, and Licensed Social Workers.

Number of Attendees: 24, 26 signed up with 25 seats available

***October 18, 2019:*** Nutrition in Behavioral Health: Part Two  
Presenter: *Megan Ellison*, MS, RDN, CSOWM, CDE, Sound Dietitians LLC

Continued the conversation with this Part Two training on nutrition for recovery. Appetite regulation, food and substance cravings, and weight fluctuations are common concerns in recovery. Covered the underlying biology and psychology of eating and addressed strategies for managing "emotional eating." As chronic pain is also often an underlying concern, we looked at the current research for how nutrition can play a role in pain management, specifically looking at an anti-inflammatory dietary pattern.

Number of Attendees: 22, 28 signed up with 45 seats available

***July 26, 2019:*** Nutrition in Behavioral Health: A Powerful Tool for Recovery  
Presenter: *Megan Ellison*, MS, RDN, CSOWM, CDE, Sound Dietitians LLC

Given that individuals with a history of behavioral health disorders are at higher risk for developing food-intake-related dysfunction, a need for nutrition awareness and resources in behavioral health recovery is important. This training provided attendees with nutrition interventions and tools in which to use with their clients.

Number of Attendees: 42, 49 signed up with 45 seats available

***UPCOMING, May 15, 2020:*** Solution focused brief therapy (SFBT)  
Presenter: Lara Okoloko, LICSW

This is a strengths-based collaborative approach to psychotherapeutic change. This approach is future-focused and focuses on solutions, rather than on the problems that brought clients to seek therapy. SFBT offers the therapist practical tools that can be used on their own or in conjunction with other counseling methods. SFBT is especially useful in time-limited settings such as school mental health, medical social work, EAP counseling programs, as well as traditional psychotherapy settings. Through description, demonstration, and experiential exercises, attendees will learn to practice this goal-oriented approach that focuses on solutions clients can build for themselves.

Objectives for the Training: Participants will learn key concepts and tools for solution building, how to use the miracle question, exceptions and scaling questions for goal setting with clients, and how to effectively use compliments (validation) in a SFBT manner.

**Verdant Community Wellness Center Summary**  
**February 2020**

**Completed Programs (January/February 2020)**

<b>1. General Community and Provider Events</b>	<b>Attendance</b>
1. PEPS – weekly support for Parents with Infants 5-12 months (1/16 – 3/26)*	6-8/session
2. ESD Health Services Retreat (1/27)	20
3. Monthly Hero's Café for Veterans (1/28)	100+
4. ARC Mothers of Children with Disabilities Monthly Support Network (2/1)	29
5. Parkinson's Disease Support Group (2/3)	10
6. SHIBA Monthly Training (2/4)	24
7. Korean Women's Association Everyday Prevention (2/6)*	25
8. Family Caregiver Support Group (2/6)	21
9. Snohomish County Early Intervention Family Focus Group (2/6)	16
10. Girls on the Run Coach Training (2/8, 10, 12)*	22/session
11. Foster Parent Training (2/15)	12
12. MTI Dental Van – Root Canal Clinic (2/19)*	4-6
13. Welcome to Medicare (2/ 21)	15
14. Opportunity Council Childcare Provider Training (2/22)	17
15. Ongoing – Community Support for Prescription Assistance (weekly)*	Varies
16. Ongoing – Community Support for Health Insurance & Food Assistance (weekly)	Varies

<b>2. Nutrition and Healthy Behaviors</b>	<b>Attendance</b>
1. Mediterranean for Life 6-week Series (1/9 – 2/13)*	18/session
2. Weekly Healthy Living Coaching Group (1/21, 28: 2/4, 11, 18, 25)*	6-12/session
3. Navigating Diabetes Today Monthly Series: Diabetes Goals for 2020 (1/22)	11
4. Brain Health – Facts & Food with a Doc and Dietitian (1/24)*	24
5. Strength Training Exercise Demo (1/27)*	14
6. Zumba 4-part Series 1/ 29 – 2/19)*	5/session
7. Cooking Demo: Plant-forward Eating (1/30)*	23
8. DOH - Cooking Demo/Support for Chronic Conditions Group (2/ 4)*	22
9. Cooking Demo: A meal to impress without the Stress (2/ 10)*	24
10. Diabetes-friendly Living – 4-part Series (2/13 – 3/5)*	6/session
11. Navigating Diabetes Today: Heart Health in the Kitchen (2/19)*	16
12. Cooking Demo: Low Sodium Recipes (2/20)*	28
13. Getting to Goal Weight Reduction Program (1:1 Appts with an RDN)	varies

<b>3. Behavioral Health &amp; Substance Use</b>	<b>Attendance</b>
1. Snohomish County Behavioral Health Integration (1/22; 2/26)	20
2. Suicide Prevention Provider Training (1/23)*	25
3. NAMI Connections Mental Health Support Group (1/23; 2/13, 27)	8/session
4. Brain Injury Alliance of WA (2/5)	5
5. Adult Children of Alcoholics Weekly Support Group (weekly)	10-14/session
6. Veterans Drop-In Support (weekly - Lynnwood & monthly - County)	Varies

<b>4. Other Programs</b>	<b>Attendance</b>
1. Play and Learn Group, Wonderland Development Center (weekly)*	20+/week

**Verdant Community Wellness Center Summary  
February 2020**

**Upcoming Programs (February/March 2020)**

**A. General Community and Provider Events**

1. PEPS – weekly support for Parents with Infants 5-12 months (Jan 16 - March 26)\*
2. Monthly Hero's Café for Veterans (Feb 25; March 24)
3. Parkinson's Disease Support Group (March 2)
4. SHIBA Monthly Training (March 3)
5. Korean Women's Association Everyday Prevention (March 5)\*
6. Family Caregiver Support Group (March 5)
7. Homage ADR Retreat (March 6)
8. League of Women Voters Children's Committee (March 6)
9. ARC Mothers of Children with Disabilities Monthly Support Network (March 7)
10. Special Education Parent Group (March 9)
11. Snohomish County Early Intervention Program Providers Meeting (March 12)
12. MTI Dental Van – Root Canal Clinic (March 18, 27)\*
13. Welcome to Medicare (March 20)
14. Ongoing – Community Support for Prescription Assistance (weekly)\*
15. Ongoing – Community Support for Health Insurance & Food Assistance Enrollment (weekly)

**B. Nutrition and Healthy Behaviors**

1. Diabetes-friendly Living – 4-part Series (Feb 13 - March 5)\*
2. Core Strength Demonstration Class (Feb 24)\*
3. Cooking Demo: Make your own Pizza! (Feb 24)\*
4. Weekly Healthy Living Coaching Group (Feb 25; March 3, 10, 17, 24, 31)\*
5. Puget Sound Kidney Center Survive & Thrive Series (Feb 26 - April 1)\*
6. Cooking Demo: Costa Rican Cuisine (Feb 27)\*
7. Teen Cooking Class- Culinary Leaps from the Ordinary (Feb 29)\*
8. Pre-diabetes Lifestyle Reset 12-week Series (March 2– May 18)\*
9. DOH - Cooking Demo/Support for Chronic Conditions Group (March 3)\*
10. Making Mediterranean Meze Adult Cooking Class (March 12)\*
11. Navigating Diabetes Today Monthly Series: Stocking Your kitchen for Blood Sugar Success (March 18)\*
12. Meat Alternatives Cooking Demo (March 19)\*
13. Gentle Yoga with Tune Up Therapy Balls (March 19 – April 9)\*
14. Bang for Your Buck – Recipes with Budget-Friendly Foods (March 26)\*
15. Cooking Demo: Indian Cuisine (March 26)\*
16. Teen Cooking Class – French Bistro Favorites (March 28)\*
17. Foot Health – Facts & Food with a Podiatrist and Dietitian (March 31)\*

**C. Behavioral Health & Substance Use Focus**

1. Anxiety & Depression Support Group (Feb 25 – Mar 24)\*
2. NAMI Connections Mental Health Support Group (Feb 27; March 12, 26)
3. BIAWA – Changing Your Mind (March 26)
4. Adult Children of Alcoholics Weekly Support Group (weekly)
5. Veterans Drop-In Support (weekly - Lynnwood & monthly - County)

**\* = Grant / Program Funded Partners**



## January-February 2020 Multicultural Program & Outreach Report

- **Monthly Parent Support group:** Verdant is support the mental and emotional health of Latina women offering a place to meet, discover and move forward. Sometimes, women who are living through difficult experiences that increase their level of stress and impact their health, who seek to share the experiences, those who want to find a place of understanding meet at Verdant on the 3<sup>rd</sup> Tuesday of the month under the supervision of a certified mental health professional.
- **Positive Discipline in Spanish- February 4th through March 25<sup>th</sup>:** This is an 8-week series for Parenting with Positive Discipline for Spanish speaking community members. This series is for parents who are looking for long-term parenting skills that will encourage their children to think for themselves, become more responsible and have a greater respect for themselves and others. The teachings of Positive Discipline are filled with non-punitive, respectful methods that will incorporate kindness and firmness into parenting, help parents get to the core of their child's misbehavior, bring more joy into the home and give parents a sense of accomplishment.
- **Emotional intelligence:** It is increasingly recognized that the determining factor that predicts who will be the best leader is related to the capacity of emotional intelligence that the person has. That is, we know that a person's management of their own emotions and how they relate to others is something that greatly influences their leadership and even their health than the IQ or their technical skills. This class focus on the concept of emotional intelligence and the importance of learning to develop our capabilities, to positively impact ourselves, our families and our societies.
- **First Aid, CPR and DEA training class:** The response time for first responders after a 911 call is an average of 8-12 minutes, and during a sudden cardiac arrest, every minute that defibrillation is delayed reduces the chances of someone's survival by approximately 10%. Through this community training, Verdant Health Commission, supports the position of the Red Cross of America that improving training and access to AEDs could save many lives each year. This 5-hour class offered the participants training on First Aid, RCP / DEA certification
- **Meeting among parents with children with disabilities:** an opportunity for families to gather to talk about issues facing them and how to work through them as a group.
- **Amorcito Corazon: Celebrating the month of love taking care of your heart:** The heart is a vital and indispensable organ for life. Despite its tremendous importance, many times we tend to forget about it, and we do not remember until some disorder or pathology affects it (in most cases, when our health is already weakened, or it is too late). Luckily, we can enjoy good heart and cardiovascular health by following a series of simple and easy to follow tips every day. The nutrition information offered in this class was very well received.
- **King County Promotoras Network:** Meeting of the group in King County that supports the efforts of the work of CHW (Promotoras) in Snohomish County. The Promotora model is a culturally sensitive, lay health educator for the Latina community.

- **The effect of Immigration on our health:** When we talk about immigration, we commonly hear about legal advice, labor or the study of migration policies, immigration status, etc. And for all that there is an infinity of resources in our area. But what happens in the emotional world around all these processes? Why do we feel what we feel? And above all, what to do with what we feel? Moving to another country implies an opportunity, but at the same time a threat, since it means leaving the comfort zone. Being immigrants confronts us with emotional challenges that, if not well managed, can generate anxiety, stress, depression, difficulty in relating, addictions, etc. This class offered community members and opportunity to discover that they are not alone in this process and that there are always ways to make it lighter and healthier.