

VERDANT HEALTH COMMISSION  
PUBLIC HOSPITAL DISTRICT NO. 2 OF SNOHOMISH COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
Regular Meeting  
A G E N D A  
March 27, 2013  
8:00 AM to 9:35 AM

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	<u>ACTION</u>	<u>TIME</u>	<u>PAGE</u>
A. Call to Order			
Pledge of Allegiance	---	8:00	
B. Approval of the Minutes			
a) February 27, 2013 Board Meeting	Action	8:01	2-5
b) March 21, 2013 Special Board Meeting	Action	8:02	6
C. Executive Committee Report	Information	8:03	
D. Board Finance Committee Report			
a) Review financial statement and cash activity	Action	8:05	7-14
b) Authorization for payment of vouchers and payroll	Action	8:10	15
E. Program Oversight Committee Report & Recommendations			
a) Conflicts of interest	Action	8:11	
b) Program investment recommendations	Action	8:12	16-18
c) Community needs assessment	Information	8:20	19
F. Marketing Report			
a) "6 Weeks to a Healthier You" 2013	Information	8:25	
b) Website update	Information	8:30	
G. Commissioner Comments	Information	8:35	
H. Superintendent's Report	Information	8:45	20-23
a) Grant from discretionary fund			
I. Public Comments (please limit to three minutes per speaker)	---	8:50	---
J. Executive Session	---	9:00	---
K. Open Session	Action	9:30	---
L. Adjournment	---	9:35	---

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

*BOARD OF COMMISSIONERS*

*Regular Meeting*

*VHC Board Room*

February 27, 2013

Commissioners Present	Bob Knowles, President Fred Langer, Secretary Deana Knutsen, Commissioner J. Bruce Williams, M.D., Commissioner Karianna Wilson, Commissioner (8:08 arrival)
Others Present	Carl Zapora, Superintendent George Kosovich, Program Director Lisa King, Finance Director Jennifer Piplic, Marketing Director Karen Goto, Executive Assistant Howard Thomas, Consultant (via phone) Ursula Roosen-Runge, Strategic Learning Resources 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 Knowles.
Approval of Minutes	<i>Motion was made, seconded and passed unanimously to approve</i> the minutes of the regular meeting on January 23, 2013.
Executive Committee	President Knowles reported that the Executive Committee met on February 25 to review the February 27, 2013 board meeting agenda. <i>Motion was made, seconded and passed unanimously to approve</i> the charter updates for the Board Executive Committee, Finance Committee, Program Oversight Committee and Strategic Collaboration Committee.
Resolution 2013:01	<i>Motion was made, seconded and passed unanimously to approve</i> Resolution 2013:01 adopting & approving amended & restated governing bylaws of the District (E:11:13). Commissioner Langer thanked the League of Women Voters for their input.

Board Finance Committee	<p>The committee met on February 25, 2013 to review the financial statements.</p> <p>Ms. King reported on the financials for January 2013 (E:09:13).</p>
Authorization for Payment of Vouchers & Payroll	<p>Warrant Numbers 10177 through 10207 for January 2013 for payment in the amount of \$174,697.88 were presented for approval (E:10:13). <b><i>Motion was made, seconded and passed unanimously to approve.</i></b></p>
Resolution 2013:02	<p><b><i>Motion was made, seconded and passed unanimously to approve</i></b> Resolution 2013:02 approving the sale of surplus property via Purchase &amp; Sale agreement to Sound Women's Care, P.S.</p>
Resolution 2013:03	<p><b><i>Motion was made, seconded and passed unanimously to approve</i></b> Resolution 2013:03 determining certain personal property to be surplus and no longer required for public hospital district purposes.</p>
Program Oversight Committee Update	<p>Commissioner Knutsen reported that the Program Oversight Committee met and reviewed three requests from previously funded events and one request for a program not previously funded (E:12:13).</p> <p>No conflicts of interest were reported by any of the commissioners.</p> <p><b><i>Motion was made, seconded and passed unanimously to approve</i></b> funding the American Red Cross CPR trainings in the amount of \$10,000 for one year, the Edmonds Community College Celebration of Food Event in the amount of \$5,000 on a one-time basis, and the Edmonds Senior Center Healthy Living Fair in the amount of \$2,000 on a one-time basis.</p> <p><b><i>Motion was made, seconded and passed unanimously to approve</i></b> the TeamChild Community Advocacy Project in the amount of \$32,750 for one year with review of their training and outreach specifically to South Snohomish County residents.</p> <p>Commissioner Langer expressed the need for evidence-based results and Commissioner Williams referenced an article on the need for advocacy.</p> <p>Ms. Roosen-Runge from Strategic Learning Resources reported on the community needs assessment progress (E:12:13). The needs assessment should be completed by June 2013. The commissioners commented that the issue of access to healthcare in</p>

the community should be the focus; not the hospital. The board would like to review the survey questions before they are sent out. Commissioner Knutsen commented that young adults in their 20s to 30s (parents or singles) should be addressed in the focus groups.

Mr. Kosovich invited the board to attend the Conversation Café and the Guidance & Review committee meetings in April 2013.

## Marketing Report

Ms. Piplic reported on two items (E:13:13) –

1. 6 Weeks to a Healthier You update  
Registration opened on February 25, 2013 and will close on April 26, 2013. Steering committee currently meets twice month.
2. Verdant website update  
A design for the website has been selected and the content is being finalized. The new website will launch in Spring 2013 and will include a link to the Health Exchange. Commissioner Wilson recommended that the “About Us” tab be moved to the left so that it is first and before “Tips & Info” on the top of each page. The Program Oversight Committee may also be involved in shaping a plan for the health content contributed by other sources. Commissioner Knutsen requested that Attorney Brad Berg be consulted about the website content at the March 21, 2013 special board meeting.

## Commissioner Comments

None

## Superintendent's Report

None

## Public Comments:

Ms. Rowena Miller from the League of Women Voters thanked the commissioners for speaking louder at the board meetings.

Mr. Al Rutledge commented on the new homes being built on 220<sup>th</sup> Street near the hospital and that outreach to these homeowners should be done by the commissioners, and on the March 1, 2013 deadline for federal government cuts.

**Executive Session**

President Knowles recessed the regular meeting at 8:57 a.m. into Executive Session to discuss ongoing litigation, property acquisition, and the Superintendent's performance appraisal.

President Knowles stated that no action would be taken in this Executive Session and the board would reconvene in approximately 30 minutes.

President Knowles came out of Executive Session at 9:27 a.m. and extended the session by another 20 minutes.

**Open Session**

President Knowles reconvened into open session at 9:55 a.m. Resolution 2013-04 passed unanimously as amended to include \$21,012.00 as incentive compensation for the Superintendent. Commissioner Williams was absent from the vote. Commissioner Langer made a motion to include an item to discuss the Superintendent base salary adjustment on the March 27, 2013 board meeting agenda. **Motion was passed unanimously.**

**Adjourn**

There being no further business to discuss, the meeting was adjourned at 10:05 a.m.

**ATTEST BY:**

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President

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Secretary

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

**SPECIAL MEETING/STUDY SESSION  
March 21, 2013  
Verdant Health Commission Board Room**

**Commissioners  
Present**

Bob Knowles, President  
Fred Langer, Commissioner  
J. Bruce Williams, MD, Commissioner  
Deana Knutsen, Commissioner  
Karianna Wilson, Commissioner

**Staff**

Carl Zapora  
George Kosovich  
Lisa King  
Jennifer Piplic  
Karen Goto

**Guests**

Scott Forslund, Premera  
Brad Berg, Foster Pepper

**Call to Order**

The Special Meeting/Study Session of the Board of Commissioners was called to order by President Knowles at 5:45 p.m.

**Study Session**

Commissioners conducted a study session examining all programs funded to-date by Verdant and programs in development (E:15:13). Scott Forslund presented the strategic plan of the Snohomish County Health Leadership Coalition.

**Adjourn**

The meeting was adjourned at 7:30 p.m.

**Attest By:**

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

**Balance Sheet**  
**As of February 28, 2013**

	<u>Dec 31, 2012</u>	<u>Feb 28, 2013</u>	<u>\$ Change</u>	<u>Comments:</u>
<b>ASSETS</b>				
<b>Current Assets</b>				
1 <b>Total Cash Balance</b>	1,451,628	1,480,997	29,369	
2 <b>Total Accounts Receivable</b>	776,302	447,046	(329,256)	Payment by S/E received
<b>Other Current Assets</b>				
3 <b>Total Misc Current Assets</b>	11,181	11,181	-	BofA Unamortized Financing Costs
4 <b>Total Investments</b>	40,128,375	41,028,493	900,118	
5 <b>Total Other Miscellaneous Receivables</b>	1,071,089	1,393,270	322,182	M&O Tax Levy Recv
6 <b>Total Prepaid Expenses &amp; Others</b>	25,106	24,055	(1,052)	
7 <b>Total Other Current Assets</b>	<u>41,235,751</u>	<u>42,456,999</u>	<u>1,221,249</u>	
8 <b>Total Current Assets</b>	43,463,681	44,385,042	921,361	
9 <b>Total Fixed Assets</b>	26,154,403	25,454,303	(700,099)	
10 <b>Total Financing &amp; Lease Costs</b>	407,524	404,477	(3,047)	
11 <b>Total Other Assets</b>	<u>6,399,306</u>	<u>6,397,443</u>	<u>(1,863)</u>	
<b>TOTAL ASSETS</b>	<u><b>76,424,913</b></u>	<u><b>76,641,265</b></u>	<u><b>216,352</b></u>	

**Balance Sheet**  
As of February 28, 2013

	<u>Dec 31, 2012</u>	<u>Feb 28, 2013</u>	<u>\$ Change</u>	<u>Comments:</u>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
12 <b>Total Accounts Payable</b>	76,581	71,502	(5,079)	
13 <b>Total Credit Cards</b>	90	392	302	
<b>Other Current Liabilities</b>				
14 <b>Total Accrued Salary &amp; Benefits</b>	34,213	36,031	1,817	
15 <b>Interest &amp; Orig Issue Premium</b>	506,068	525,731	19,663	2012 LTGO Bonds
16 <b>Total Other Payables &amp; Accruals</b>	365,058	272,564	(92,494)	P/L & W/C Settlements
17 <b>Current Portion of L-T Debt</b>	<u>720,000</u>	<u>720,000</u>	<u>-</u>	Annual Bond Payment due Dec 1
18 <b>Total Other Current Liabilities</b>	<u>1,625,340</u>	<u>1,554,326</u>	<u>(71,014)</u>	
19 <b>Total Current Liabilities</b>	<u>1,702,010</u>	<u>1,626,219</u>	<u>(75,791)</u>	
<b>Long-term Liabilities</b>				
20 <b>Total Long-term Debt - Operations</b>	5,905,000	5,905,000	-	2012 LTGO Bonds
21 <b>Total Other Long-term Liabilities</b>	<u>202,870</u>	<u>202,870</u>	<u>-</u>	P/L & W/C Reserve
22 <b>Total Long-term Liabilities</b>	6,107,870	6,107,870	-	
23 <b>Total Liabilities</b>	<u>7,809,880</u>	<u>7,734,089</u>	<u>(75,791)</u>	
24 <b>Total Equity</b>	<u>68,615,033</u>	<u>68,907,176</u>	<u>292,143</u>	Net Income
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>76,424,913</u></u>	<u><u>76,641,265</u></u>	<u><u>216,352</u></u>	



## Public Hospital District #2 of Snohomish County

DRAFT

## Profit Loss

February 2013

		Jan 2013	Feb 2013	\$ Change	Comments:
	Ordinary Income/Expense				
1	Total Income	830,492	834,327	3,835	
	Expenses				
	Operating Expenses				
2	Total Salaries & Benefits	50,711	41,792	(8,919)	
3	Total Workers Comp	7,116	3,351	(3,765)	
4	Total Depreciation	349,939	350,160	221	
5	Total Insurance	1,234	892	(342)	
6	Total Interest Expense	15,298	15,001	(298)	
7	Total Amortization	1,249	1,249	-	
8	Total Professional Services	18,467	27,656	9,189	Includes some Website Design
9	Total Purchased Services	1,895	998	(897)	
10	Rent Expense	2,900	2,900	-	
11	Total Other Expenses	1,186	327	(859)	
12	Total Supplies	304	376	72	
13	Total Taxes	925	918	(7)	
14	Total Utilities	531	503	(28)	
15	Total Operating Expenses	451,755	446,123	(5,632)	
	Program Expenses				
19	Total Program Expenses	213,235	184,776	(28,459)	
21	Total Expense	664,990	630,899	(34,091)	
22	Net Ordinary Income	165,502	203,428	37,926	
	Other Income/Expense				
	Other Income				
25	Total General Obligation Bonds	6,419	6,552	132	
26	Total Non Operating Revenue	(211,093)	121,335	332,428	Gain on Investment
20	Total Other Income/Expense	(204,674)	127,886	332,560	
	Net Income	(39,171)	331,314	370,486	

## Profit Loss Budget vs. Actual

January - February 2013

	A	B	C	D
	Jan-Feb 2013	Jan-Feb Budget	Over/(Under) Budget	% of Budget
<b>Operating Revenues</b>				
1 M&O Tax Levy	336,669	342,712	(6,043)	98.2%
2 Rental Income	1,320,366	1,320,480	(114)	100.0%
3 Pavilion Ground Lease Income	7,785	7,785	-	100.0%
4 Other Operating Income	-	-	-	0.0%
<b>5 Total Operating Revenues</b>	<b>1,664,819</b>	<b>1,670,977</b>	<b>(6,157)</b>	<b>99.6%</b>
<b>Operating Expenses</b>				
6 Salaries	83,380	89,668	(6,288)	93.0%
7 Benefits	9,123	14,040	(4,917)	65.0%
8 Workers Comp	10,467	11,000	(533)	95.2%
9 Insurance	2,127	4,302	(2,175)	49.4%
10 Interest Expense	30,299	37,792	(7,493)	80.2%
11 Amortization	2,498	5,643	(3,145)	44.3%
12 Rent Expense	5,800	5,800	-	100.0%
13 Consulting	29,708	30,000	(293)	99.0%
14 Legal	5,915	6,667	(752)	88.7%
15 Accounting/Auditing	3,412	4,833	(1,422)	70.6%
16 Other Professional Services	7,089	1,667	5,422	425.3%
17 Purchased Services	2,893	10,600	(7,707)	27.3%
18 Supplies	680	2,600	(1,920)	26.2%
19 License and Tax	1,843	-	1,843	100.0%
20 Utilities	1,033	1,096	(63)	94.3%
21 Miscellaneous Expenses	1,514	6,682	(5,168)	22.7%
<b>22 Total Operating Expenses</b>	<b>197,778</b>	<b>232,390</b>	<b>(34,611)</b>	<b>85.1%</b>
23 Community Program Investments	398,011	1,050,000	(651,989)	37.9%
<b>24 Net Ordinary Income</b>	<b>1,069,030</b>	<b>388,587</b>	<b>680,443</b>	<b>275.1%</b>
<b>Other Income/(Expense)</b>				0.0%
25 2003 GO Tax Levy	12,971	-	12,971	100.0%
26 Investment Income	184,875	180,000	4,875	102.7%
27 Unrealized G/L on Investment	(284,730)	-	(284,730)	100.0%
28 Other Income (Expense)	10,097	-	10,097	100.0%
<b>29 Total Other Income/(Expense)</b>	<b>(76,787)</b>	<b>180,000</b>	<b>(256,787)</b>	<b>-42.7%</b>
<b>30 Net Income (Before Depreciation)</b>	<b>992,242</b>	<b>568,587</b>	<b>423,655</b>	<b>174.5%</b>
31 Depreciation	700,099	702,622	(2,523)	99.6%
<b>32 Net Income (After Depreciation)</b>	<b>292,143</b>	<b>(134,035)</b>	<b>426,178</b>	<b>-218.0%</b>

**Public Hospital District #2 of Snohomish County**  
**Summary of Cash Receipts and Disbursements**  
**February 2013**

	<b>Feb 2013</b>	
	<b>Amount</b>	
<b>Receipts:</b>		
Other Rental Income	27,134.42	Value Village
Swedish/Edmonds Rental Income	636,540.00	
Snohomish County Tax Levy	8,292.68	
Ground Lease Payments	4,166.67	
Misc. Reimbursements/Refunds	289.02	Reimbursements and Interest Income
Total Receipts	<u>676,422.79</u>	
<b>Disbursements:</b>		
Professional Services:		
Legal Fees	3,309.80	Litigation and Professional Liability Legal Fees
Accounting Fees	2,375.40	Ash Consulting, Moss Adams, WA State Auditors
Consulting Fees	-	
Professional Services	5,011.50	Benefit Solutions Administrator, IT support
Purchased Services	665.83	Paychex, Bank Service Fees, Telephone support
Payroll	27,282.96	2 pay periods Plus Benefit Solutions & United Way Contributions
Payroll Taxes	11,042.33	2 pay periods
Employee Insurance	3,725.57	Regence Medical & Dental, Principal Life
Employee Retirement Contributions	3,611.48	Valic
Program Expenditures	183,123.77	Includes Pertussis, 6WTHY & Community Needs Assessment
Workers Compensation	7,602.02	L&I Self Insurance Fund & Eberle Vivian
Other Miscellaneous Expenses	35,915.73	Supplies, Rent, Canon Lease, Dues, Interest Expense, Taxes
Total Disbursements	<u>283,666.39</u>	

**Public Hospital District #2****Cash Activity**

<b>Warrant Number</b>	<b>Transaction Date</b>	<b>Payee</b>	<b>Amount</b>	<b>Purpose</b>
<b>Warrant Activity:</b>				
10208	2/6/2013	Ash Consulting	1,500.00	Accounting Consulting
10209	2/6/2013	Foster Pepper	1,032.50	Legal
10210	2/6/2013	Lynnwood PFD	160.00	Janitorial
10211	2/13/2013	Bank of New York Mellon	297.53	2012 LTGO Bond Fees
10212	2/20/2013	Ace Internet Services, Inc.	169.50	IT Support
10213	2/20/2013	Benefit Solutions Inc	11.50	FSA Administration
10214	2/20/2013	Canon Financial Services	301.13	Copy Machine Lease
10215	2/20/2013	Lynnwood PFD	2,900.00	Rent
10216	2/20/2013	Staples	283.93	Supplies
10217	2/20/2013	State Auditor's	125.40	Professional Services - Audit
10218	2/20/2013	Institute for Fitness and Health	96.29	Program - 6WTHY
10219	2/27/2013	Regence Blueshield	3,125.30	Medical Insurance
10220	2/27/2013	Principal Financial Group	600.27	Life Insurance
10221	2/27/2013	Moss Adams - Cost Report	750.00	Professional Services - Moss Adams Cost Report
10222	2/27/2013	Comcast	317.31	Internet
10223	2/27/2013	Aukema & Associates	-	VOID
10224	2/27/2013	Aukema & Associates	5,000.00	Professional Services - Website Development
10225	2/27/2013	Advocate Telecom	33.95	Telephone support
Total Warrants			<u>16,704.61</u>	
<b>Professional Liability Claims Activity:</b>				
380000458-459	Feb 2013	Various Claimants/Vendors	<u>2,277.30</u>	Administered by Sedgwick
<b>Workers Compensation Claims Activity:</b>				
305000-305008	Feb 2013	Various Claimants/Vendors	<u>7,602.02</u>	Administered by Eberle Vivian

	Transaction Date	Payee	Amount	Purpose
<b>Wire/ACH Activity:</b>				
	2/8/2013	Payroll	13,567.16	ACH payroll transfer
	2/8/2013	Department of Treasury	5,532.99	Payroll taxes for 2/2/13 pay period ending
	2/8/2013	Paychex	80.32	Fee for payroll processing
	2/8/2013	Valic	1,814.74	Payroll 401(a)/457 Deposit
	2/22/2013	Payroll	13,675.80	ACH payroll transfer
	2/22/2013	Department of Treasury	5,509.34	Payroll taxes for 2/16/13 pay period ending
	2/22/2013	Paychex	77.62	Fee for payroll processing
	2/22/2013	Valic	1,796.74	Payroll 401(a)/457 Deposit
	2/11/2013	Wells Fargo	361.39	Bank Service Fee
	2/11/2013	Wells Fargo	62.49	Bank Service Fee
	2/11/2013	Wells Fargo	50.06	Bank Service Fee
	2/15/2013	American Heart Association	10,000.00	Program Payment
	2/15/2013	Boys & Girls Club of Snohomish County	9,328.25	Program Payment
	2/15/2013	Center for Human Services	13,523.67	Program Payment
	2/15/2013	City of Lynnwood	6,455.67	Program Payment
	2/15/2013	Community Health Center of Snohomish Co	8,333.33	Program Payment
	2/15/2013	Domestic Violence Services Snohomish Co	1,621.08	Program Payment
	2/15/2013	Edmonds School District No. 15	28,056.82	Program Payment
	2/15/2013	Little Red Schoolhouse	22,000.00	Program Payment
	2/15/2013	Medical Teams International	4,000.00	Program Payment
	2/15/2013	Parent Trust for WA Children	2,083.33	Program Payment
	2/15/2013	Project Access Northwest	6,666.67	Program Payment
	2/15/2013	Providence Hospice & Home Care Foundation	12,916.67	Program Payment
	2/15/2013	Puget Sound Christian Clinic	6,250.00	Program Payment
	2/15/2013	Senior Services of Snohomish County	11,208.33	Program Payment
	2/15/2013	YWCA of Seattle, King and Snohomish Co	4,166.66	Program Payment
	2/15/2013	Strategic Learning Resources, Inc.	20,902.50	Program Payment
	2/15/2013	Edmonds Senior Center	5,764.50	Program Payment
	2/15/2013	Program for Early Parent Support	3,333.33	Program Payment
	2/15/2013	Cascade Bicycle Club Education Foundation	6,416.67	Program Payment
	2/5/2013	Benefit Solutions Inc.	20.00	FSA Payments
	2/6/2013	Benefit Solutions Inc.	20.00	FSA Payments
	2/4/2013	WA Department of Revenue	314.87	B&O tax for 2012 6WTHY
	2/25/2013	WA Department of Revenue	30,246.70	B&O tax for 2010-2012
	2/25/2013	WA Department of Revenue	924.76	B&O tax for Jan 2013
		Total Wires/ACH Transactions	257,082.46	
		<b>Total Disbursements</b>	<b>\$ 283,666.39</b>	

<b>Deposits:</b>				
<b>Date</b>	<b>Payer</b>	<b>Amount</b>	<b>Purpose</b>	
2/1/2013	Swedish/Edmonds	636,540.00	Monthly lease	
2/1/2013	Value Village	26,222.92	Monthly lease	
2/5/2013	Value Village	911.50	Jan & Feb 2013 monthly lease increase	
2/8/2013	Snohomish County	8,292.68	Levy	
2/11/2013	Karianna Wilson	150.00	Reimbursement for S/E Gala Ticket	
2/14/2013	Sound Womens Care	127.00	Sale of printer	
2/20/2013	Healthcare Realty Services, Inc.	4,166.67	Monthly lease	
2/28/2013	Investment Income - Op	0.45	Interest income	
2/28/2013	Investment Income - Op	11.57	Interest income	
<b>Total Deposits</b>		<b>\$ 676,422.79</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 10208 through 10225 have been issued for payment in the amount of \$16,704.61. These warrants are hereby approved.

Attest:

\_\_\_\_\_  
Lisa M. King

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

Warrants Processed:	2-1-13 – 2-28-13		16,704.61
Prof. Liability Claims Pd:	2-1-13 – 2-28-13		2,277.30
Work Comp Claims Pd:	2-1-13 – 2-28-13		7,602.02
Payroll:	1-20-13 – 2-2-13	13,567.16	
	2-3-13 – 2-16-13	<u>13,675.80</u>	
			27,242.96
Electronic Payments:	Payroll Taxes	11,042.33	
	Paychex	157.94	
	Valic Retirement	3,611.48	
	Benefit Solutions	40.00	
	Bank Fees	473.94	
	WA State Dept Revenue	31,486.33	
	Program Expenditures	<u>183,027.48</u>	
			<u>229,839.50</u>
	Grand Total		<u>\$283,666.39</u>

	A	B	C	D	E	F	G	H	I	J
	Programs for March Review		Request for funding			Priority Area				
#	Name	Description	Year 1	Year 2	Year 3	Education & Empowerment	Prevention	Access to Healthcare	Policy & Advocacy	Primary Population Served
1	Lutheran Community Services NW - Back to School Resource & Health Fair	Lutheran Community Services (LCS) is seeking funding for a 2nd annual school resource & health fair in August at Cedar Valley Elementary. Verdant provided \$8,000 in funding for the event in 2012. The health fair provides health exams, vision checks, immunizations and oral exams/fluoride varnish. In 2012, the attendance goal of 400 students was exceeded; 635 children and 361 adults attended the fair.	\$8,000			X	X	X		Children & Youth
2	City of Edmonds - Health & Fitness Expo Conquer the Hill 5k	The City of Edmonds is organizing a Health & Fitness Expo to be held in May 2012. The City is seeking funds for sponsorship of a 'Conquer the Hill 5k' race. The title, expo, and finish line sponsors have already been secured.	\$4,800			X	X			Youth & Families
<b>Concept Proposal for Feedback</b>										
3	South Snohomish County - Sobering Center/Detox Program	<p>A program to serve South County patients dealing with acute alcohol or drug intoxication or withdrawal. A committee including insurers, EMS, police, Snohomish County, Swedish/Edmonds and others is developing an alternative sobering center and detox facility concept where individuals could be served and referred to treatment options and other social services.</p> <p>The 12-16 bed facility would be located in South Snohomish County and Verdant is being asked to consider providing a commitment to the facility within the range of \$300,000-\$400,000 per year for a period of five years. Snohomish County Human Services is considering a similar funding level, and other participants like insurers and medical providers are being asked for support. The program would be managed by a non-profit service provider through an RFP process.</p>	\$300,000-\$400,000 per year for 5 years (Total budget approximately \$1.5 million annually, about half of which would be reimbursable to insurance.)			X	X	X		Adults



## March 2013 Program Report

### Summary of Programs for Discussion

- Two new program funding applications
- One new 'concept proposal' submitted

### Recommended for Funding:

- **Lutheran Community Services NW – Back to School Health & Resource Fair:** seeking funds for the second annual school resource & health fair in August at Cedar Valley Elementary in Lynnwood. Verdant provided \$8,000 in funding for the event in 2012. The health fair provides health exams, vision checks, immunizations and oral exams/fluoride varnish. In 2012, the attendance goal of 400 students was exceeded; 635 children and 361 adults attended the fair.

**The committee is recommending fully funding the request at \$8,000 on a one-time basis.**

### Not Recommended for Funding:

- **City of Edmonds – Health & Fitness Conquer the Hill 5k:** the City of Edmonds is organizing a Health & Fitness Expo to be held in May 2012 that will include health and wellness booths/activities, a soccer skills clinic, and other activities. The City is requesting funds to sponsor a 'Conquer the Hill 5k' race. The title, expo, and finish line sponsors have already been secured.

**The committee is not recommending funding the sponsorship request.** Although the event has a health connection, it is difficult to identify direct health outcomes from sponsoring the 5k race. Verdant staff can host a booth or provide information at the expo without committing to a sponsorship. Given the budget presented, it also appears that the 5k race will occur with or without Verdant's financial support.

### Concept Proposal Recommended for Board Study Session:

- **Snohomish County – South Snohomish County Sobering Center/Detox Program:** A program to serve South County patients dealing with acute alcohol or drug intoxication or withdrawal. A committee including insurers, EMS, police, Snohomish County, Swedish/Edmonds and others is developing an alternative sobering center and detox facility concept where individuals could be served and referred to treatment options and other social services. The 12-16 bed facility would be located in South Snohomish County and Verdant is being asked to consider providing a commitment to the facility within the range of \$300,000-\$400,000 per year for a period of five years. Snohomish County Human Services is considering a similar funding level, and other participants like insurers and medical providers are being asked for support. The program would be operated by a non-profit service provider through an RFP process overseen by Snohomish County.

**The committee is recommending scheduling a board study session to review the concept in more detail.** The committee would like to learn more about the service model, budget, and how the services would compare to what is available in other Snohomish County communities.

	A		B	C	D
1			2012	2013	2014
2	<b>External Programs</b>				
3	<b>Committed</b>				
4		Edmonds Senior CenterEnhanced Wellness	\$ 24,075	\$ 61,695	\$ 40,662
5		Edmonds School District Move 60!	\$ 313,445	\$ 382,188	\$ 315,467
6		3rd Grade Swim Lessons	\$ 49,685	\$ 146,000	\$ 126,000
7		City of Edmonds Xfit Training Camp	\$ 69,300	\$ -	\$ -
8		Boys & Girls Club Healthy Habits	\$ 102,601	\$ 111,939	\$ 74,626
9		City of Lynnwood Move 60: Teens!	\$ 77,468	\$ 77,468	\$ 77,468
10		City of Lynnwood Get Movin'	\$ 52,250	\$ 52,250	\$ 52,250
11		Senior Services Care Coordination	\$ 138,625	\$ 100,875	\$ -
12		Little Red Nurse Family Partnership	\$ 264,000	\$ 264,000	\$ -
13		Center for Human Services Youth Counseling	\$ 62,400	\$ 162,284	\$ 162,284
14		Project Access Northwest	\$ 80,000	\$ 80,000	\$ 66,667
15		CHC-S/E Emergency Room Diversion Project	\$ 100,000	\$ 100,000	\$ 83,333
16		Edmonds Mobile Medical Clinic	\$ 62,500	\$ 75,000	\$ -
17		Parent Trust Continuum of Family Support Services	\$ 20,834	\$ 25,000	\$ 4,166
18		Domestic Violence Services of Snoh Co	\$ 9,726	\$ 19,453	\$ 19,453
19		Providence Hospice & Home Care Foundation	\$ 90,417	\$ 155,000	\$ 155,000
20		YWCA Children's Domestic Violence	\$ 16,667	\$ 25,000	\$ 25,000
21		Mobile Dental Program	\$ 20,000	\$ 48,000	\$ 48,000
22		Lynnwood Fire Department	\$ 66,807	\$ 15,625	\$ -
23		Program for Early Parent Support (PEPS)	\$ -	\$ 40,000	\$ 40,000
24		YWCA Mental Health Counseling	\$ 4,167	\$ 25,000	\$ 25,000
26		Cascade Bicycling Club Policy Proposal	\$ -	\$ 45,000	\$ 25,000
27		American Diabetes Association	\$ -	\$ 50,000	\$ 50,000
28		Snohomish County Fall Prevention	\$ -	\$ 3,000	\$ -
29		Cascade Bicycling Club Helmets		\$ 5,600	
30		Snohomish County MRC Health & Beauty Fair		\$ 2,625	
31		2012 One-time Programs	\$ 31,500	\$ -	\$ -
32		EdCC Student Health & Wellness Program*	\$ -	\$ 153,047	\$ 144,389
34		Prescription Assistance*	\$ -	\$ 50,000	\$ 50,000
35		Team Child Policy/Advocacy Project*		\$ 32,750	
36		American Red Cross CPR Training*		\$ 10,000	
37	<b>Total Committed</b>		<b>\$ 1,656,467</b>	<b>\$ 2,875,414</b>	<b>\$ 2,141,380</b>
38	<b>Not Committed (Available to Spend)</b>		<b>\$ 2,114,918</b>	<b>\$ 2,872,436</b>	<b>\$ 2,352,120</b>
39	<b>Total External Programs</b>		<b>\$ 3,771,385</b>	<b>\$ 5,747,850</b>	<b>\$ 4,493,500</b>
40	<b>Internal Programs</b>				
41	<b>Board Approved</b>				
42		Whooping Cough	\$ 113,331	\$ 24,000	\$ -
43		6 Weeks to a Healthier You	\$ 10,285	\$ 80,000	TBD
44		Community Needs Assessment	\$ -	\$ 133,150	\$ -
45	<b>Total Board Approved</b>		<b>\$ 123,616</b>	<b>\$ 237,150</b>	<b>\$ -</b>
46					
47	<b>Superintendent's Discretionary</b>				
48	<b>Committed</b>				
49		Sobering Center Feasibility Study	\$ 3,000	\$ -	\$ -
50		6 Weeks to a Healthier You	\$ 78,157	\$ -	\$ -
51		Whooping Cough Postcard Mailing	\$ 5,000	\$ -	\$ -
52	<b>Total Committed</b>		<b>\$ 86,157</b>	<b>\$ -</b>	<b>\$ -</b>
53	<b>Not Committed (Available to Spend)</b>		<b>\$ 118,843</b>	<b>\$ 315,000</b>	<b>\$ 236,500</b>
54	<b>Total Discretionary Programs</b>		<b>\$ 205,000</b>	<b>\$ 315,000</b>	<b>\$ 236,500</b>
55					
56	<b>TOTAL</b>		<b>\$ 4,100,000</b>	<b>\$ 6,300,000</b>	<b>\$ 4,730,000</b>
57	*Pending agreement on grant agreement terms.				

RSVP to Karen



*Please reply to this email by April 5<sup>th</sup> to reserve your seat!*

**Community Provider Conversation Café**  
**Wednesday, April 10<sup>th</sup> from 6:00 PM – 8:30 PM**

**Swedish Edmonds, Auditorium B**  
**21601 76th Ave W, Edmonds, WA**

*Light dinner provided. Please arrive @5:45 pm to register.*

***As a front-line provider who is knowledgeable about the health care needs and gaps for the residents of South Snohomish County, you are*** invited to participate in a lively, interactive Conversation Café with a diverse group of health and social service providers:

- Share the successes you have seen in the field,
- Discuss how you would enrich existing services, and
- Identify where you see the greatest opportunities for making a difference in improving the health and wellbeing of the South Snohomish County community.

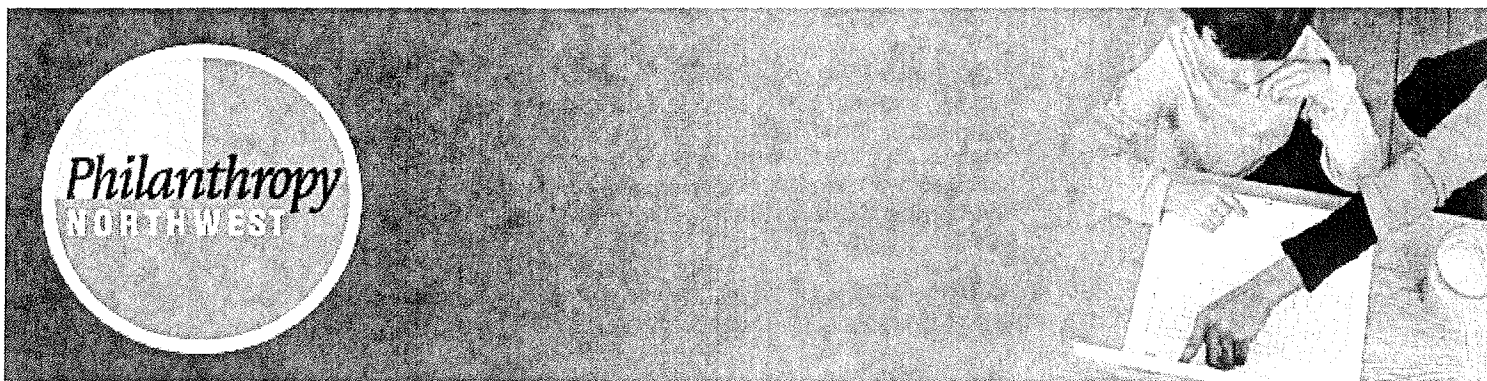
**This event is part of a *Community Health and Wellness Needs Assessment* being conducted by the Verdant Health Commission.**

Verdant is committed to prevention and wellness and intends to use this assessment to prioritize its funding allocations and set the future directions for the Commission. For more information about Verdant Health Commission go to the website: [www.verdanthhealth.org](http://www.verdanthhealth.org).

We hope you can join us! Please let me know if you have any questions or need additional information.

**SPACE IS LIMITED. To confirm your attendance PLEASE REPLY to this email by Friday, April 5th.**

Kathleen Landel, SLR  
Community Health & Wellness Needs Assessment  
Meeting Coordination  
[klandel@strategiclearningresources.com](mailto:klandel@strategiclearningresources.com)


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## Financial Analysis 201: Assessing Financial Health of Nonprofits

**Date:** 4/9/2013  
**Time:** 8:30 AM - 12:00 PM  
**Location:** Seattle, Washington  
**Registration:** [Register for this event](#)

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Cost is \$100 for Philanthropy Northwest members; \$200 for nonmember grantmakers. Philanthropy Northwest members, please log in to receive the member rate. If you do not know your login information, please contact us at [info@philanthropynw.org](mailto:info@philanthropynw.org) or 206.443.8437. This program will be hosted at the Philanthropy Northwest office – 2101 Fourth Avenue, Suite 650, Seattle, WA.

### Back by popular demand - don't miss this opportunity for 2013!

*"The content was excellent. I comprehend the 'big picture.'"*

*"It was great to start with the conceptual and then move to the important details of accurately interpreting financial documents."*

It is critical that grantmakers have the ability to assess the financial health and condition of the organizations they are looking to support. By aligning grant dollars to the financial and business needs of nonprofit organizations, grantmakers can better support nonprofit financial sustainability and leverage their limited resources to achieve better results.

Join Financial Analysis 201 where we'll provide tools to guide grantmakers in their financial assessments of grantees and familiarize participants with fundamental principles of finance in the nonprofit sector.

This engaging, interactive workshop will give funders an in-depth look at nonprofit finance, due diligence, and implications for grantmaking. Led by [Nonprofit Finance Fund's](#) David Greco, participants will leave this session with the ability to:

- Understand the challenges of nonprofit finance, especially in uncertain economic times
- Ask the right questions and use assessment tools for engaging grantees in discussions about financial management challenges
- Discuss a framework to structure support for long term sustainability and impact

### Speaker:

- David Greco is the vice president of the Nonprofit Finance Fund (NFF) bringing more than 25 years of experience in building nonprofit programs and earned income ventures. He is currently leading NFF's efforts in the Western and Midwest regions to build the capacity and

## Karen Goto

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**From:** Lisa King  
**Sent:** Monday, March 18, 2013 11:42 AM  
**To:** Carl Zapora  
**Cc:** Karen Goto  
**Subject:** FW: Enduris-Sponsored Trainings and Scholarships Available

I know that our commissioners are interested in additional training opportunities. Enduris, our insurance carrier, is sponsoring a web training taught by MRSC specially designed for elected officials on the Open Public Meetings Act. It is only 1 hour long and offered during the lunch hour on April 10. It would be free to participate. I think it's worth inviting the commissioners. Thoughts?

MRSC also has training opportunities on an Elected Officials Role on April 30 and the Open Public Records Act on June 4. I'm not certain how these are presented (webinar or classroom) or the cost but they might be good training opportunities to offer up to the commissioners.

Lisa King

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**From:** Enduris Member Services [mailto:jbisquera@enduris.us]  
**Sent:** Friday, March 15, 2013 3:04 PM  
**To:** Lisa King  
**Subject:** Enduris-Sponsored Trainings and Scholarships Available



*Government Insurance Experts*

## THE OPEN PUBLIC MEETINGS ACT

### ***What Local Government Elected Officials Need to Know***

***April 10, 2013 | 12:00 - 1:00 PM***

*As part of a new training program, Enduris is making available to our members the highly respected local government expertise of the Municipal Research and Services Center of Washington (MRSC) to offer timely and "need to know" information. The first of these webinars will be held on Wednesday, April 10, from 12:00 – 1:00 PM. This webinar series is specifically developed for elected officials.*

Understanding the requirements of the Open Public Meetings Act (OMPA) is essential for local government elected officials.

### **Advertised Seminars are No Charge for Enduris Members**

**Avoiding the Front Page of the  
Newspaper - Why Ethics  
Matter**

**April 23 - Olympia**  
9:00 am - 12:00 pm or  
1:30 pm - 4:30 pm

**Presenter:** Michael Purdy

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### **UPCOMING WCIA SEMINARS**

Questions often arise about what constitutes a public meeting, including situations involving informal discussions and email exchanges between members of the governing body. Questions also arise about whether a particular type of discussion is appropriate for executive session. Join one of MRSC's attorneys with OPMA expertise for an engaging webinar on key issues related to the OPMA, including practical guidance based on lessons learned from, and featured practices used by, Enduris member entities as well as other local governments throughout the state.

**Presenter:** Joe Levan, Attorney, MRSC

Seats are limited. **Click here to register.**

Or copy and paste this link into your web browser:  
<https://attendee.gototraining.com/r/2551469857745015040>.

Other MRSC webinars and registration links:

An Elected Official's Role - April 30, 2013

The Public Records Act - June 4, 2013

Social Media - July, 16, 2013

**Questions?** Contact [jbisquera@enduris.us](mailto:jbisquera@enduris.us)

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## LABOR RELATIONS INSTITUTE

**May 8-10 – Yakima**

*At no additional charge, Enduris offers each member entity one conference registration, with the option of one pre-conference seminar! Must register by the early bird deadline of April 8.*

When over 400 HR and labor relations professionals get together at the Labor Relations Institute, that's a lot of knowledge, seasoned experience and energy you can tap into. For over 33 years, Washington's labor relations practitioners have made the Institute their top training choice for policy, strategies and legal updates.

The training and networking opportunities at the Institute are now more necessary than ever as you cope with the effects of the economy, work to find ways of handling dwindling budgets and continued demands, and deal with particularly difficult labor negotiations. This year's conference offers informative workshops and knowledgeable and engaging presenters.

- Get the latest legal updates.
- Bring home practical strategies to help you through these rough times.
- Focus on public sector HR and labor relations issues.
- Network with your peers.

**Resolving Conflict in the Workplace**

**Conducting Difficult Conversations**

**Public Records Act - Compliance Concerns**

**EverSafe Defensive Driving Training**

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Click here to view dates, locations, and more information about risk management seminars.



### How to Make Better Use of MRSC Services

**Tuesday, March 26, 2013**

**10:00AM - 11:00AM**

Free Registration

**Work smarter. Save money. Get answers.**

MRSC can help you do all these things. Attend this webinar to learn about the services that MRSC provides and where MRSC is heading with our new strategic plan. It's a great introduction to how MRSC can help you do your job better. Even if you've used our services for years, we promise you'll learn something you didn't know about MRSC!

Presented by Tracy Burrows, MRSC Executive Director, and Lynn Nordby, MRSC Public Policy and Management Consultant.  
Register today!

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**Need a fun and**

## Who should attend?

- Human resources and labor relations directors and staff, managers and administrators, department heads and supervisors, attorneys, and elected officials.

**Please note** – attendance at the Institute is limited to those who solely represent the interests of management.

[Click here to register!](#)

Or copy and paste this link into your web browser:

[www.awcnet.org/TrainingEducation/Conferences/LaborRelationsInstitute.aspx](http://www.awcnet.org/TrainingEducation/Conferences/LaborRelationsInstitute.aspx)

## Questions?

### Questions about the Institute

Deanna Krell

[deannak@awcnet.org](mailto:deannak@awcnet.org)

(360) 292-4391

### Registration or cancellation questions

[registration@awcnet.org](mailto:registration@awcnet.org)

### Hotel reservation questions

DeAnn Hartman

[deannah@awcnet.org](mailto:deannah@awcnet.org)

### Special accommodations

DeAnn Hartman

[deannah@awcnet.org](mailto:deannah@awcnet.org)

For TDD users, please use the state's toll-free relay service, (800) 833-6388, and ask the operator to dial the AWC number, (360) 753-4137.

## valuable driving course?

Consider scheduling a driving simulator to come to your location. Contact [Joanne Bisquera](#) for more information or scheduling.

Enduris • PO Box 19330 • Spokane, WA 99219 • Tel: 509-838-0910 • Toll Free: 1-800-462-8418 • Fax: 509-747-3875

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