

VERDANT HEALTH COMMISSION  
PUBLIC HOSPITAL DISTRICT NO. 2 OF SNOHOMISH COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
Regular Meeting  
A G E N D A  
August 22, 2018  
8:00 to 9:55 a.m.

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	<u>ACTION</u>	<u>TIME</u>	<u>PAGE</u>
A. Call to Order	---	8:00	---
B. Approval of the Minutes			
a) July 25, 2018 Board Meeting	Action	8:01	1-5
C. Executive Committee Report	Information	8:02	---
D. Superintendent Report	Information	8:05	6
E. Finance Committee Report			
a) Review financial statements and cash activity	Information	8:10	7-15
b) Authorization for payment of vouchers and payroll	Action	8:15	16
F. Program Committee Report & Recommendations			
a) Conflicts of Interest	---	8:17	
b) Program investment recommendations	Action	8:18	17-21
c) Building Healthy Communities Fund review	Action	8:35	22
G. Public Comments (limit to three minutes per speaker)	---	9:05	---
H. Commissioner Comments	---	9:10	---
I. Commissioner Candidates Comments (limit to five minutes per speaker)	---	9:15	---
J. Executive Session	---	9:35	---
a) Review Commissioner Candidate qualifications			
K. Open Session	---	9:50	---
L. Adjournment	---	9:55	---

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

**BOARD OF COMMISSIONERS**

*Regular Meeting*

*Verdant Community Wellness Center*

July 25, 2018

<b>Commissioners Present</b>	Deana Knutsen, President Bob Knowles, Commissioner J Bruce Williams, Commissioner
<b>Commissioners Excused</b>	Fred Langer, Commissioner Karianna Wilson, Secretary
<b>Staff</b>	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 Nancy Budd, Community Social Worker Karen Goto, Executive Assistant
<b>Guests</b>	Kristina Baylor, State Auditor's Office Amanda Robinson, State Auditor's Office
<b>Call to Order</b>	The Regular Meeting of the Board of Commissioners of Public Hospital District No. 2, Snohomish County, was called to order at 6:00 p.m. by President Knutsen.
<b>Approval of Minutes</b>	<b><i>Motion was made, seconded and passed unanimously to approve</i></b> the minutes of the regular board meeting on June 27, 2018.
<b>Executive Committee Report</b>	The committee met on July 18, 2018 to review the agenda for the July 25, 2018 board meeting and to discuss the financials, programs, the process for appointing a replacement for Commissioner Williams, and the Building Healthy Communities Fund. No action was taken.
<b>Superintendent Report</b>	Superintendent Fenn reported on the following items: 1. National Night Out is August 7, 2018. See the August 2018 calendar of upcoming events (E:58:18) that commissioners may be interested in attending.

2. Dr. Fenn will be presenting at the Edmonds City Council meeting on August 7, 2018 and invited commissioners to attend with her.
3. Please view the new art work on the walls of the Verdant Community Wellness Center. A new community art piece is coming soon.
4. A timeline for the Building Healthy Communities Fund has been developed and will be shared later in this meeting.
5. The process for appointing a replacement commissioner has been established:
  - July 18, 2018 – Posting of commissioner vacancy was published
  - August 1 to 17, 2018 – resumes and letters of interest will be received by Verdant
  - August 22, 2018 Regular board meeting – interested candidates may provide public comment in open session. Commissioners will adjourn to Executive Session to review qualifications. Commissioners will return to open session to decide which candidates to move forward to interviews
  - September 1, 2018 – chosen candidates will be notified of their interview time by Dr. Fenn
  - October 3, 2018 Special board meeting – Interviews will be conducted of selected candidates. No action will be taken at this time
  - October 24, 2018 Regular board meeting – Commissioners will discuss the merits of the candidates and vote on the candidate to be appointed to the position in open session and the new commissioner will take the oath of office.

**State Auditors  
2016/17 Annual  
Accountability Audit  
Exit Conference**

Ms. Robinson and Ms. Baylor presented the draft audit report (E:59:18). This audit includes the accountability audit for 2016/2017 and a review of the CPA's financial audit for 2016.

There are no management letters or findings to report, only minor house-keeping items around documenting attendance of legal counsel in Executive Sessions in meeting minutes and ensuring we have current vendor contracts in place.

There were no concerns with the financial audit performed by Moss Adams.

Ms. Robinson & Ms. Baylor expressed their appreciation to Dr. Fenn and Ms. King for their assistance. The State Auditor's Office will continue to work with Verdant to address questions and assess programs with consideration for the revised RCW language. Fiscal year 2018 accountability audit will be conducted in the Fall of 2019. The 2017 financial review audit will be performed in 2018, and the 2018 financial review audit will be performed in 2019. Dr. Fenn expressed a desire to continue to work with the State Auditors as Verdant progresses on the Building Healthy Communities Fund projects. There were no questions from the board on the audit.

**Finance Committee Report**

The committee met on July 18, 2018. Ms. King reviewed the financial statements and cash activity for June 2018 (E:60:18).

**Authorization for Payment of Vouchers & Payroll**

Warrant Numbers 12940 through 12993 for June 2018 for payment in the amount of \$74,876.83 were presented for approval (E:61:18). ***Motion was made, seconded and passed unanimously to approve.***

**Program Committee Update**

The Program Committee met on July 18, 2018 to review four regular program applications (two new and two renewal or expansion), and 14 Building Healthy Communities Fund applications (E:62:18). Commissioner Knowles asked if there were any conflicts of interest and none were reported by the commissioners present. Mr. Kosovich presented the requests and Commissioner Knowles presented the committee recommendations to the board. ***Motion was made, seconded and passed unanimously to approve*** the Parent Trust Stress Management and Relaxation Teen (SMART) Program in the amount of \$15,000 per year for three years. ***Motion was made, seconded and passed unanimously to approve*** the Parent Trust Parent Education and Coordinated Support Services program in the amount of \$5,000 per year for three years to support Conscious Fathering. This is partial funding of the original request for \$15,000 in Year 1, \$20,000 in Year 2, and \$20,000 in Year 3.

*Motion was made, seconded and passed unanimously to approve* Medical Teams International Mobile Dental Program in the amount of \$97,200 per year for three additional years.

*Motion was made, seconded and passed unanimously to approve* Puget Sound Christian Clinic Lynnwood Dental Clinic Expansion in the amount of \$225,946 per year for two more years.

**Building Healthy  
Communities Fund  
update**

Mr. Kosovich presented a document which summarizes the 14 applications that were received with a total of \$15.3 million in requests. The allocation will be up to \$5 million with a maximum of \$2.5 million per project (E:63:18).

Nine of the 14 applications have been recommended by the Program Committee to move forward: three addressing access to healthcare, four addressing increased physical activity, and two addressing both access and physical activity.

The strengths and weaknesses of each proposal were contained in the exhibit.

The commissioners provided feedback and commented on the applications. With this being his last meeting on the board, Commissioner Williams will not vote on these decisions in the future. He did want to share his thoughts on these requests, and said he is partial to the request from the Esperance Park Forest Playground and requests from the Edmonds Senior Center, Volunteers of America, and Medical Teams International and not inclined to support the requests from SeaMar and CHC.

Commissioner Knowles acknowledged that the applicants understood the decision process and criteria so they could have provided information in their applications addressing those areas.

Commissioner Knutsen had questions on the proposal from CHC of Snohomish County on Integrated Pain Management and Recovery Services. She also shared concerns about the turf projects. She requested application materials from each project in order to better visualize them and determine what questions she has to move forward.

Dr. Fenn shared with the board the next steps:

1. August 22, 2018 regular board meeting – commissioners will develop questions for the applicants. Commissioner Langer will hopefully be in attendance. Commissioners will be provided application materials in advance of this meeting.
2. September 26, 2018 regular board meeting – all applicants will be invited, and the board will decide which projects to fund. Commissioner Wilson will not be in attendance at this meeting and Commissioner Williams will already have departed so the remaining three commissioners must be in attendance to have quorum for the decision. Dr. Fenn asked commissioners Knutsen and Knowles to confirm their attendance and they did so.

**Verdant Community  
Wellness Center  
Activities Update**

Ms. Waldin presented an update on activities at the Wellness Center in July 2018 (E:64:18).

**Verdant Multicultural  
Report**

Ms. Huber presented an update on multicultural activities for July 2018 (E:65:18). She encouraged board members to attend the National Night Out on Tuesday, August 7, 2018 at the Community Life Center in Lynnwood.

**Verdant Community  
Social Worker Report**

Ms. Budd presented her first social worker report which included outreach efforts, case management, current task forces and committees she is serving on, and some client examples (E:66:18).

**Marketing Report**

Ms. Piplic presented the Marketing report (E:67:18) for July 2018 which includes developing printed material for the Community Social Worker, status of Verdant's 2017 annual report and upcoming events. Verdant is beginning a community art project which includes a local artist creating four pieces of art for the lobby and hallway of the wellness center. The four pieces will incorporate community contributions of 300+ words and pictures of health and wellness. The artist will be attending the National Night Out and the Lynnwood Fair on 44<sup>th</sup>. Commissioners are invited to attend these events.

Commissioner Knutsen commented that she is looking forward to this community art project.

**Public Comments**

Commissioner Knutsen asked the members of the audience to give their names and what organizations they represent.

Ms. Inga Paige of Parent Trust thanked the commissioners for their funding.

Mr. Farrell Fleming of the Edmonds Senior Center commended the board for funding dental care in the community.

**Commissioner  
Comments &  
Commissioner  
Williams Recognition**

Commissioner Knutsen thanked Commissioner Williams for his view points over the years and his good work with Verdant.

Commissioner Williams commented that he is optimistic about Verdant's future.

**Adjourn**

The meeting was adjourned at 7:24 p.m.

**ATTEST BY:**

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

# SEPTEMBER 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 LABOR DAY (Wellness Center closed)	4	5	6	7	8 City of Lynnwood Fair on 44 <sup>th</sup> (10:00-2:00, 44 <sup>th</sup> Street in Lynnwood)
9	10	11 Verdant Resource Connector meeting (8:00-9:30, Verdant Wellness Center)	12	13	14	15
16	17	18 Mental Health First Aid Training (9:00-12:00, Compass Health, Everett)	19	20	21	22
23	24	25 Hero's Café (9:30-1:00, Verdant Wellness Center)	26 Board Meeting (8:00-9:30, Verdant Wellness Center)	27	28	29
30	31					

**August Reminders:** *Homage Senior Services Open House, August 23<sup>rd</sup>, 3:30-6:30, 5026 196<sup>th</sup> St SW, Lynnwood*

*Back to School Resource and Health Fair, August 23<sup>rd</sup>, 6:00-8:00, Cedar Valley Community School*



## Balance Sheet

As of July 31, 2018

	A	B	C	D
	Dec 31, 2017	Jul 31, 2018	\$ Change	Comments:
<b>1 ASSETS</b>				
<b>2 Current Assets</b>				
<b>3 Cash Balance</b>	1,853,495	2,053,647	200,152	
<b>4 Other Current Assets</b>	44,606,558	46,205,506	1,598,949	Includes Investments
<b>5 Total Current Assets</b>	46,460,053	48,259,153	1,799,101	
<b>6 Total Long-term &amp; Fixed Assets</b>	45,773,750	44,564,049	(1,209,701)	Includes Depreciation
<b>7 TOTAL ASSETS</b>	<b>92,233,802</b>	<b>92,823,202</b>	<b>589,400</b>	
<b>8 LIABILITIES &amp; EQUITY</b>				
<b>9 Liabilities</b>				
<b>10 Current Liabilities</b>	2,066,262	1,345,701	(720,561)	Tenant Prepaid Lease Income
<b>11 Long-term Liabilities</b>	2,050,919	2,014,735	(36,184)	2012 LTGO Bonds
<b>12 Total Liabilities</b>	4,117,182	3,360,437	(756,745)	
<b>13 Total Equity</b>	88,116,621	89,462,765	1,346,145	Annual Net Income/(Loss)
<b>14 TOTAL LIABILITIES &amp; EQUITY</b>	<b>92,233,802</b>	<b>92,823,202</b>	<b>589,400</b>	

## Profit &amp; Loss

July 2018

	A	B	C	D	E	F
	July Actual	July Budget	Fav/(Unfav)	YTD Actual	YTD Budget	Fav/(Unfav)
<b>1 INCOME</b>						
<b>2 Ordinary Income</b>	902,328	876,661	25,667	6,166,066	6,163,769	2,297
<b>3 EXPENSES</b>						
<b>4 Operating Expenses</b>	190,959	188,776	(2,183)	1,247,657	1,331,938	84,281
<b>5 Depreciation Expense</b>	164,928	164,896	(32)	1,162,203	1,161,979	(224)
<b>6 Program Expenses</b>	531,808	606,525	74,718	3,551,287	4,302,678	751,392
<b>7 Total Expenses</b>	887,694	960,197	72,503	5,961,147	6,796,595	835,449
<b>8 OTHER INCOME/(EXPENSE)</b>						
<b>9 Total Other Income/(Expense)</b>	221,488	234,813	(13,325)	1,141,226	1,643,690	(502,464)
<b>10 NET INCOME/(LOSS)</b>	<b>236,122</b>	<b>151,277</b>	<b>84,845</b>	<b>1,346,145</b>	<b>1,010,863</b>	<b>335,282</b>

## Monthly Highlights

July 2018

Verdant received dividends payments of \$88,651 and an unrealized loss of \$58,078 on our investment portfolio in July which closed with an ending market value of \$44,844,869.

Program grant commitments total \$5,830,583 and \$3,097,348 for 2018 and 2019 respectively. \$1,159,417 remains available to spend in 2018.

Revenue of \$104,504 and expenses of \$76,273 from the Kruger Clinic were incurred, netting to an additional operating income of \$28,231 in July.

**Public Hospital District #2**

<b>Warrant Number</b>	<b>Transaction Date</b>	<b>Payee</b>	<b>Amount</b>	<b>Purpose</b>
12992	07/01/2018	Waste Management	298.95	Garbage/Recycle
12994	07/03/2018	Affordable Counseling	1,500.00	WC 178 - Managing Stress in Everyday Life 4/18-5/23/18
12995	07/03/2018	Community Life Center	300.00	Facility rental for National Night Out 8/7/18
12996	07/03/2018	Judith Renteria	67.50	Childcare for 6/22 Promotoras Meeting
12997	07/03/2018	Susana Flores	67.50	Childcare for 6/22 Promotoras Meeting
12998	07/03/2018	Don Barclay	50.00	Rebate for Medit. for Life goal achievement
12999	07/03/2018	Pattie Barclay	50.00	Rebate for Medit. for Life goal achievement
13000	07/03/2018	Linda Marshall	50.00	Rebate for Medit. for Life goal achievement
13001	07/03/2018	Leslie Nilan	50.00	Rebate for Medit. for Life goal achievement
13002	07/03/2018	Arlen Rose Frazier	150.00	WC 198 - Mindfulness Info Session
13003	07/03/2018	Consolidated Landscape Maintenance, Inc.	440.50	July 2018 Landscaping maintenance
13004	07/03/2018	Lighthouse (formerly Discovia)	3,405.50	May 2018 PRR
13005	07/03/2018	Kathy Page Feek, Ed. D.	1,050.00	Art Consultaion VCWC
13006	07/03/2018	Puget Sound Energy	48.56	Natural Gas
13007	07/03/2018	Snohomish County PUD	981.90	Electricity
13008	07/03/2018	Sound Publishing, Inc.	39.20	Legal Notice 6/27/18 Special Board Meeting
13009	07/03/2018	Armstrong Services	1,267.34	June 2018 Janitorial
13010	07/03/2018	Corporate Security LLC	299.17	VCWC Security
13011	07/03/2018	Dynamic Language	162.54	Translate into Spanish Community Life Center
13012	07/11/2018	Ash Consulting	105.50	Accounting Consulting
13013	07/11/2018	City of Lynnwood	1,695.00	June 2018 After Hours Support (115 hrs)
13014	07/11/2018	AmeriFlex Business Solutions	17.25	Jul 2018 FSA Administration
13015	07/11/2018	City of Lynnwood - Utilities	756.00	Water
13016	07/11/2018	Comcast	528.19	Internet/Telephone
13017	07/11/2018	Dataworks	198.72	IT Support
13018	07/11/2018	ELTEC Systems, LLC	264.96	July 2018 Elevator Maintenance
13019	07/11/2018	Marie-Lou Andersen	0.00	VOID: WC 194 - Instructor for Tai Chi 5/22-6/28/18
13020	07/11/2018	McKinstry Co., LLC	234.05	Repair HVAC
13021	07/11/2018	Sound Dietitians	4,078.95	WC 169 -Nutrician Consulting / WC 170 -Healthy Living Coaching Group
13022	07/11/2018	Verizon	100.68	Cell Phones for NB & JP
13024	07/11/2018	Comcast	270.58	Internet/Telephone
13025	07/11/2018	Marie-Lou Andersen	900.00	WC 180 - Instructor for Tai Chi 5/22-6/26/18
13026	07/18/2018	Costco	60.00	Membership Dues
13027	07/18/2018	Seattle Food Nut	1,012.98	WC 179 - Nutrition Programming
13028	07/18/2018	Staples	320.91	Supplies
13029	07/18/2018	Lighthouse (formerly Discovia)	4,054.50	June 2018 PRR
13030	07/25/2018	Aukema & Associates	250.00	May & June 2018 Website maintenance
13031	07/25/2018	Department of Labor and Industries	551.29	2Q18 Self Insurance Fund
13032	07/25/2018	Moss Adams - Audit	10,198.75	2017 Financial Audit
13033	07/25/2018	Principal	1,776.05	EE Life Insurance
13034	07/25/2018	Regence BlueShield	5,745.31	Aug 2018 Health Insurance
13035	07/25/2018	Wells Fargo	4,153.34	Misc. CC
13036	07/25/2018	Dataworks	524.58	IT Support
13037	07/25/2018	Fred Lisaius	5,000.00	First Installment of Community Art
13038	07/25/2018	Judith Renteria	67.50	Childcare for 7/20 Strengthening Families

Warrant Number	Transaction Date	Payee	Amount	Purpose
13039	07/25/2018	Susana Flores	135.00	Childcare for 7/20 & 7/27 Strengthening Families
13040	07/25/2018	Third & Wall Art Group, LLC	311.00	Final Install of Art for Verdant Building
13041	07/25/2018	United Pest Solutions	386.40	Pest control
13042	07/25/2018	Yasaura Carvajal	67.50	Childcare for 7/20 Strengthening Families
		Total Warrants	<u>54,043.65</u>	

**Wire/ACH Activity:**

7/6/2018	Payroll	21,156.82	ACH payroll transfer
7/6/2018	Department of Treasury	7,821.90	Payroll taxes for 5/5/18 pay period ending
7/6/2018	Valic	3,528.41	Payroll 401(a)/457 Deposit
7/6/2018	Paychex	119.85	Fee for payroll processing
7/20/2018	Payroll	20,290.75	ACH payroll transfer
7/20/2018	Department of Treasury	7,840.71	Payroll taxes for 5/19/18 pay period ending
7/20/2018	Valic	3,528.41	Payroll 401(a)/457 Deposit
7/20/2018	Paychex	130.49	Fee for payroll processing
7/12/2018	Wells Fargo Merchant Services	76.63	Merchant Services
7/15/2018	Alzheimer's Association Western & Central	7,209.16	Program Payment
7/15/2018	Boys & Girls Club of Snohomish County	20,519.58	Program Payment
7/15/2018	Cascade Bicycle Club Education Foundation	2,666.67	Program Payment
7/15/2018	Center for Human Services	32,279.16	Program Payment
7/15/2018	ChildStrive	50,150.16	Program Payment
7/15/2018	City of Lynnwood	11,358.33	Program Payment
7/15/2018	City of Mountlake Terrace	4,880.00	Program Payment
7/15/2018	Cocoon House.	5,000.00	Program Payment
7/15/2018	Community Health Center of Snohomish Co	34,467.84	Program Payment
7/15/2018	Compass Health	14,857.80	Program Payment
7/15/2018	Edmonds School District No. 15	109,713.42	Program Payment
7/15/2018	Edmonds Senior Center	9,666.67	Program Payment
7/15/2018	Homage Senior Services	59,420.00	Program Payment
7/15/2018	Kindering	11,517.17	Program Payment
7/15/2018	Korean Women's Association	5,000.00	Program Payment
7/15/2018	Latino Educational Training Institute	5,000.00	Program Payment
7/15/2018	Leukemia & Lymphoma Society WA/AK Chapter	3,750.00	Program Payment
7/15/2018	Mary Porter, RDN	292.50	Program Payment
7/15/2018	Medical Teams International	5,500.00	Program Payment
7/15/2018	PEPS	3,250.00	Program Payment
7/15/2018	Prescription Drug Assistance Foundation	4,166.67	Program Payment
7/15/2018	Project Access Northwest	10,416.67	Program Payment
7/15/2018	Puget Sound Christian Clinic	27,916.67	Program Payment
7/15/2018	Puget Sound Kidney Centers Foundation	3,333.33	Program Payment
7/15/2018	South Snohomish County Fire & Rescue	36,103.34	Program Payment
7/15/2018	Therapeutic Health Services	20,833.33	Program Payment
7/15/2018	Volunteers of America Western WA	6,750.42	Program Payment
7/15/2018	Wonderland Development Center	12,458.33	Program Payment

Warrant Number	Transaction Date	Payee	Amount	Purpose
<b>Wire/ACH Activity:</b>				
	7/25/2018	WA Department of Revenue	1,703.66	B&O/Retailing Sales Tax for May & Jun 2018
	7/2/2018	AmeriFlex Business Solutions	757.00	FSA Payment
	7/13/2018	AmeriFlex Business Solutions	341.54	FSA Payment
	7/30/2018	AmeriFlex Business Solutions	319.65	FSA Payment
	7/20/2018	Department of Labor and Industries	494.70	2Q17 State Fund
		Total Wires/ACH Transactions	<u>586,587.74</u>	

**Workers Compensation Claims Activity:**

305398-400	Jul-18	Various Claimants/Vendors	<u>2,112.11</u>	Administered by Eberle Vivian
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**Kruger Clinic Activity:**

1001-1014	Jul-18	Various Claimants/Vendors	<u>28,500.64</u>	Administered by Azose (Formerly PMNW)
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**Total Disbursements** \$ 671,244.14

	Transaction Date	Payer	Amount	Purpose
<b>Deposits:</b>				
	7/1/2018	Swedish/Edmonds	803,482.63	Monthly leases
	7/1/2018	Value Village	27,614.77	Monthly lease
	7/1/2018	Raymond Liu, D.D.S.	3,661.64	Kruger Clinic monthly lease
	7/1/2018	Brian Takagi, MD	84.63	Kruger Clinic monthly lease
	7/1/2018	Kean Lawlor	7,546.04	Kruger Clinic monthly lease
	7/1/2018	PSG	27,677.81	Kruger Clinic monthly lease
	7/10/2018	Snohomish County	8,776.23	Levy
	7/23/2018	Healthcare Realty Services, Inc.	4,663.72	Ground Lease
	7/13/2018	WA State Health Care Authority	28,000.00	NSACH
		<b>Total Deposits</b>	<u><u>\$ 911,507.47</u></u>	

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 12992 through 13042 have been issued for payment in the amount of \$54,043.65 These warrants are hereby approved.

Attest:

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

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

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Warrants Processed:	7-1-18 – 7-31-18		\$54,043.65
Kruger Claims Pd:	7-1-18 – 7-31-18		28,500.64
Work Comp Claims Pd:	7-1-18 – 7-31-18		2,112.11
Payroll:	6-17-18 – 6-30-18	21,156.82	
	7-1-18 – 7-14-18	<u>20,290.75</u>	
			41,447.57
Electronic Payments:	Payroll Taxes	15,662.61	
	Valic Retirement	7,056.82	
	Paychex	250.34	
	Ameriflex	1,418.19	
	Bank Fees	76.63	
	WA State Dept Revenue	1,703.66	
	Dept of L&I	494.70	
Program Expenditures	<u>518,477.22</u>		<u>545,140.17</u>
	Grand Total		<u>\$671,244.14</u>

**Program Oversight Committee Summary Report August 2018**

- 3 regular program applications
- Review Building Healthy Communities Fund
  - Identify questions to ask applicants that are critical to whether they would recommend projects for funding;
  - Discuss & nominate proposals to move forward

**Regular Operating Funding Requests**

<b>1. VaxPoint LLC d/b/a Seattle Visiting Nurses Association: Flu Vaccine Program</b>		<b>Request Amount</b>
		Billed per vaccine
<b>Program Description:</b> a community vaccination program offered in South Snohomish County. Clinics are organized at locations like food banks, schools, libraries, and the Edmonds Community College. When available, insurance is billed and Verdant would pay for the cost of vaccines for individuals who do not present an insurance card.		
<b>Expected Results</b>	Last Year Verdant paid for 259 vaccines—insurance was billed for the remaining 70% of patients.	
<b>Use of Funds &amp; Costs</b>	To be paid on a per vaccine basis. The applicant is requesting an increase in vaccine cost to \$40/each for the base quadrivalent vaccine. No admin or other costs are paid by Verdant. Last flu season the total paid by Verdant was \$7,530 at approximately \$30 per vaccine.	

<b>2. Alderwood Middle School Trauma Informed Intervention Program</b>		<b>Request Year 1</b>	<b>Request Year 2</b>	<b>Request Year 3</b>
		\$75,000	\$75,000	\$75,000
<b>Program Description:</b> a follow-up request from a pilot project from Alderwood Middle School. The program has been implementing interventions around Adverse Childhood Experience (ACEs) and trauma informed care, with the goal of increasing access to therapeutic and behavioral health services, reducing school discipline problems, and improving school culture.				
<b>Expected Results</b>	The first-year results were promising, with the results from year 2 still pending. In year 1, the program trained staff and students and implemented process changes such as student mediation and mindfulness training. Example long-term objectives include: <ul style="list-style-type: none"> <li>– Decreases in school-wide behavioral offenses</li> <li>– Improvement in student/family connectedness survey results</li> <li>– Decreasing chronic absenteeism</li> </ul>			
<b>Use of Funds &amp; Costs</b>	The funding request is primarily used to support part of the salary for a staff member (dean) to lead the project. There are also some expenses for training and materials. District resources cover the remaining salary costs.			

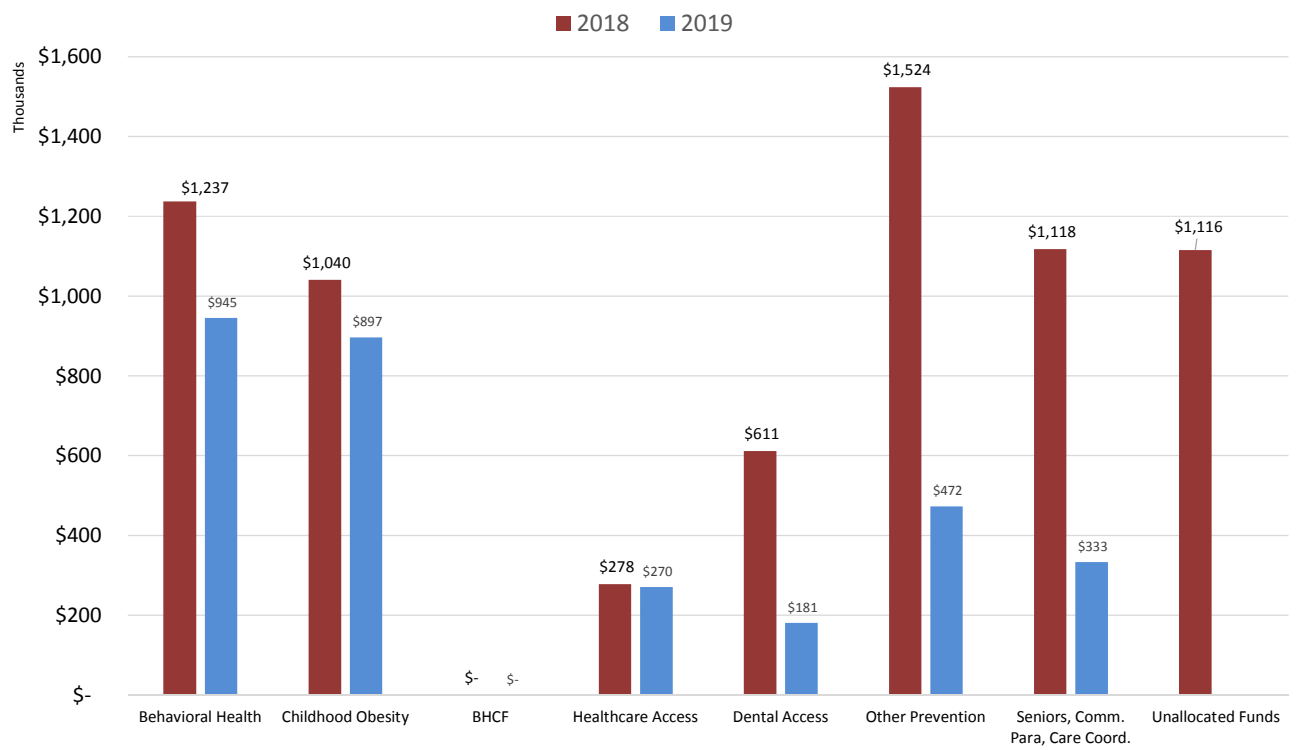
3. Homage Senior Services (formerly Senior Services of Sn. County) Center for Healthy Living	Request Year 1	Request Year 2	Request Year 3
	\$652,040  (15 months to get on calendar yr. = \$768,328)	\$689,132	\$726,522
<p><b>Program Description:</b> Comprehensive Senior Programs offered out of Lynnwood Location (formerly rented space, now own building at old Wight's Nursery). Verdant has funded an operating grant on the program for the past 5 years.</p> <ul style="list-style-type: none"> <li>- <b>Continuing Programs:</b> health screenings, mental health services, Aging and Disability Resource Connections, Chronic Disease Self-Management, congregate meals, home delivered meals, multicultural senior programs</li> <li>- <b>New and Expanded Programs:</b> falls prevention-expansion, fitness program-expansion (partnership w/Lynnwood Senior Center), Non-Core Case Management (comprehensive case management for 15-20 individuals that do not meet criteria for care transitions or other programs), expanded wellness education programs.</li> </ul>			
<b>Expected Results</b>	<p>In most recent year, programs reached ~4,000 individuals. Program participation has grown significantly over the 5-year history. Example goals include:</p> <ul style="list-style-type: none"> <li>- Health screens: 300 annually</li> <li>- ADRC: 200 new cases per year</li> <li>- Family caregiver support: 85 receive services</li> <li>- CDSM: 100 participants in 6-week program</li> <li>- Multi-cultural services: 550 participants</li> <li>- Fitness &amp; wellness: 400 participate</li> </ul>		
<b>Use of Funds &amp; Costs</b>	<p>The applicant is requesting 3.25 years of funding to switch to a calendar year timing. The programs include a significant amount of other funding sources (~\$2.8m/year), including significant federal and local government funding.</p> <p>The major changes from the current funding level include the addition of a new Non-Core Case Management Position (\$60,000/year) and a request for an additional \$20,000 to support expanded wellness programs. Also, the dental program (@ \$56,000/year) transferred to PSCC in 2018.</p>		

### **Program Committee Recommendations (Commissioners Knowles & Knutsen)**

1. **Seattle Visiting Nurses Association Flu Vaccine Program:** recommended for full funding at the proposed rate. Similar to last year—the committee would like to make sure the clinics provide information and resources about health insurance enrollment.
2. **Alderwood Middle School Trauma Informed Intervention Program:** recommended for continued funding for one more year at \$75,000 with the option to renew for two more years after that. The committee members wanted to ensure that the program maintains momentum, but ensure that funding beyond one more year requires clear reporting and results on longer-term, school-wide outcomes.
3. **Homage Senior Services (formerly Senior Services of Sn. County) Center for Healthy Living:** recommended for renewal program for 3.25 more years to support ongoing programs (less Non-Core Case Management) at \$592,040 per year with a 3% annual increase in year 2 and 3. The committee members would consider a separate Non-Core Case Management Program request with more information about service model, results, and how it compares to other programs.



### Verdant Committed Grant Funds (\$k)



**Building Healthy Communities Fund Applications (Top 9) 2018**

#	Name	Request	Funding Request				Priority Seeking to Address	Location
			Yr1	Yr2	Yr3	Total		
1	CHC of Snohomish County - Integrated Pain Management & Recovery Services	Integrated pain management program and recovery services in new 10,000 square foot space adjacent to CHC Edmonds Primary Care Clinic. Includes potential to include other behavioral health and other services.	\$1,700,000	\$800,000		\$2,500,000	Access to Care	Edmonds
2	Medical Teams International - Mobile Dental Program Multi-Site Delivery Vehicle	Mobile, multi-site delivery vehicle equipped with 3 portable dental operatories. The model would be different than MTI's existing RV because the operatories could be dropped and set up at partner sites.	\$358,917			\$358,917	Access to Care (dental)	Mobile
3	Sea Mar CHC - Lynnwood Clinic	Integrated community health clinic with medical, dental and behavioral health services, including mental health therapy and substance abuse treatment services.	\$2,000,000			\$2,000,000	Access to Care (dental, medical, and behavioral health)	Lynnwood
4	City of Lynnwood - South Lynnwood Park	Improvement of South Lynnwood Park, including multi-use sport field (1/3 regulation size), pump track, and other park improvements.	\$1,685,200			\$1,685,200	Increase Physical Activity	Lynnwood
5	Town of Woodway	Design and construction of a walking trail, purchase of circuit exercise equipment and picnic facilities.	\$47,500			\$47,500	Increase Physical Activity	Woodway
6	City of Edmonds - Edmonds Outdoor Fitness	Support the installation of two outdoor fitness zones (durable exercise equipment) in Mathay Ballinger and City Park.	\$49,500	\$12,750	\$107,750	\$170,000	Increase Physical Activity	Edmonds
7	City of Mountlake Terrace - Evergreen Playfields	Replace exist dirt athletic field and replace it with synthetic turf, multi-use facility with lighting.	\$1,000,000			\$1,000,000	Increase Physical Activity	Mountlake Terrace
8	Edmonds Senior Center - Waterfront Center	A request to support the construction of a new Edmonds Senior & Community Center (Edmonds Waterfront Center). City to program Parks & Recreation activities in center during evenings.	\$1,250,000	\$1,250,000		\$2,500,000	Both: Increase Physical Activity & Access to Care	Edmonds
9	Volunteers of America Western Washington - Lynnwood Neighborhood Center	Construction of a 36,000 sf Lynnwood Neighborhood Center near the intersection of Hwy-99 and 196th to include space for physical activity, youth and other community spaces.	\$1,050,000	\$1,450,000		\$2,500,000	Both: Increase Physical Activity & Access to Care	Lynnwood

**1. CHC of Snohomish County – Integrated Pain Management & Recovery Services**

Request Year 1	Request Year 2	Total Request
\$1,700,000	\$800,000	<b>\$2,500,000</b>
<p><b>Program Description:</b> Integrated pain management program and substance use recovery services in new 10,000 square foot space adjacent to CHC Edmonds Primary Care Clinic. Includes potential to include behavioral health and other services. The chronic pain clinic would include OT/PT, psychology, physician and other support. The substance use recovery program would include outpatient support.</p>		
<b>Community Need Addressed</b>	<p>The application notes that there are similar physical, social, emotional effects of chronic pain and substance use disorders. The current CHC Edmonds Clinic serves 15,400 unduplicated district patients (majority are low-income). There are no comparable chronic pain programs in South Snohomish County.</p>	
<b>Expected Results</b>	<p>Would expect to serve 600-1000 unduplicated through additional services. CHC can track 20+ quality of care outcome measures of health as part of existing reporting processes.</p>	
<b>Use of Funds &amp; Costs</b>	<p>Total expected cost would be ~\$5 million with CHC using organizational and grant resources to fund remaining 50% of costs. Land also provided by CHC.</p>	
<b>Partnerships</b>	<p>Unique partnership and co-location of services with an integrated pain clinic and recovery services. The application also notes opportunities and early discussions about additional services for high need patients with multiple needs.</p>	

**Possible Questions for Applicant:**

1. Is the intent to track outcomes between 3+ agencies (recovery, pain management, primary care) or operate separately?
2. Beyond the two identified partners, how much space would be available?

## 2. Medical Teams International - Mobile Dental Program Multi-Site Delivery Vehicle

Request Year 1	Request Year 2	Total Request
\$358,917		\$358,917
<p><b>Program Description:</b> Mobile, multi-site dental vehicle equipped with 3 portable dental operatories. The model would be different than MTI's existing RV because the operatories could be dropped and set up at partner sites.</p>		
<b>Community Need Addressed</b>	<p>Program would serve individuals without dental insurance. A large service gap is for seniors; 70% of seniors have no dental coverage.</p>	
<b>Expected Results</b>	<p>MTI has a track record with its existing mobile dental program—the program should be able to provide 72 clinics per year. Moving from the RV style van, which contains two dental operatories, to a mobile truck containing three dental operatories would increase capacity by 50%.</p>	
<b>Use of Funds &amp; Costs</b>	<p>MTI would use private fundraising to raise remaining cost (\$204k) of the vehicle.</p>	
<b>Partnerships</b>	<p>MTI's model relies on community partners sites to host clinics (ex. EdCC, senior housing, senior centers, the food bank, and churches).</p>	

### Possible Questions for Applicant:

### 3. Sea Mar CHC - Lynnwood Clinic

Request Year 1	Request Year 2	Total Request
\$2,000,000		\$2,000,000
<p><b>Program Description:</b> Integrated community health clinic with medical, dental and behavioral health services, including mental health therapy and substance abuse treatment services. The clinic would be located in Lynnwood at the current site of Sea Mar’s behavioral health clinic.</p>		
<b>Community Need Addressed</b>	<p>There are an estimated 35,000 low-income people (&lt;200% of the federal poverty guidelines) in the Lynnwood area who are currently not being served by community health centers (cites UDS Mapper data). Notes that CHC of Snohomish is currently serving only 50% of the low-income population, 46% of the uninsured population, and 42% of the Medicaid population in the area.</p>	
<b>Expected Results</b>	<p>Sea Mar anticipates the following service levels:</p> <ul style="list-style-type: none"> <li>• Medical clinic to serve 5,500 unduplicated medical patients with 13,760 encounters per year once fully operational.</li> <li>• 3,000 unduplicated patients and 11,040 encounters from its general behavioral health providers in a year, and an additional 800 patients with 3,200 encounters per year from the expanded Child and Family behavioral health program.</li> <li>• Dental providers will see 3,400 patients annually with 8,500 encounters.</li> </ul>	
<b>Use of Funds &amp; Costs</b>	<p>The renovation would take 9-to-12 months and cost approximately \$2.8 million. Sea Mar would apply funding from Verdant and its own cash reserves toward the renovation.</p>	
<b>Partnerships</b>	<p>In Snohomish County, Providence Regional Medical Center collaborates with Sea Mar through Primacy Care task force as well as a partnership in support of Sea Mar’s primary care residency program. The new Lynnwood clinic will be a rotation site for the residency program.</p>	

**Possible Questions for Applicant:**

1. Why the increase from \$1m to \$2 million from the 2016 BHCF request?
2. Is there any opportunity for other grant funding from sources other than Verdant?

#### 4. City of Lynnwood - South Lynnwood Park

Request Year 1	Request Year 2	Total Request
\$1,685,200		\$1,685,200
<p><b>Program Description:</b> Improvement of South Lynnwood Park, including multi-use sport field (1/3 regulation size), bicycle pump track, and other park improvements.</p>		
<p><b>Community Need Addressed</b></p>	<p>According to equity maps in the City’s Parks, Recreation, Arts and Conservation (PARC) Plan, South Lynnwood is the City’s most racially diverse and underserved neighborhood; 33% of residents are Hispanic, 38% of residents are nonwhite, and many members of the community face social isolation. Fifty-seven percent of South Lynnwood residents speak a language other than English at home. Over 63% of households are renters.</p>	
<p><b>Expected Results</b></p>	<p>The city’s goal is to transform South Lynnwood Park into a neighborhood hub for physical activity and social connectivity. With a projected opening of summer of 2020, the renovated South Lynnwood Park will be accessible to the more than 3,000 people living within a 10-minute walk. Goals include:</p> <ul style="list-style-type: none"> <li>• Increase the number of users arriving by bicycle from the Interurban Trail to enjoy the bicycle service and pump track;</li> <li>• Increase the number of users in organized sports classes and activities to 300+/year;</li> <li>• Increase the number of formal family gatherings and celebrations;</li> <li>• Support and increase the daily average number of summer meals participants.</li> </ul>	
<p><b>Use of Funds &amp; Costs</b></p>	<p>This request is for a total of \$1,685,200, which represents 52% of the total project. Other funding sources include multiple state sources and Kaiser Permanente, and others.</p>	
<p><b>Partnerships</b></p>	<p>The City is partnering with The Trust for Public Land for community engagement and park design. Skyhawks Sports will use the sports fields for their multi-sport camps. Similarly, Kidz Love Soccer and i9 Sports have pledged to run programs at the park.</p>	

**Possible Questions for Applicant:**

## 5. Town of Woodway – Deer Creek Park Walking Trail

Request Year 1	Request Year 2	Total Request
\$47,500		\$47,500
<p><b>Program Description:</b> Design and construction of a walking trail, purchase of circuit exercise equipment and picnic facilities at Woodway’s Deer Creek Park.</p>		
<p><b>Community Need Addressed</b></p>	<p>Target population would be Woodway residents (1,400) and Edmonds residents (42,000). Application references low activity levels of youth (74% of nearby Sherwood students didn’t meet activity guideline) and seniors face challenges with physical activity.</p>	
<p><b>Expected Results</b></p>	<p>Would attempt to capture usage through drop box and to attract Senior Center and school participation information. No specific usage targets referenced.</p>	
<p><b>Use of Funds &amp; Costs</b></p>	<p>The project includes funding for the design and construction of a 3<sup>rd</sup> walking trail, purchase of circuit exercise equipment, and picnic facilities. Woodway to contribute 58% of project costs. Funds primarily used on exercise equipment and trail.</p>	
<p><b>Partnerships</b></p>	<p>Included letters of support from Senior Center and local school.</p>	

### Possible Questions for Applicant:

1. Do you have any specific outcome targets or goals for usage of the trail and parks?

**6. City of Edmonds - Edmonds Outdoor Fitness**

Request Year 1	Request Year 2	Request Year 3	Total Request
\$49,500	\$12,750	\$107,750	<b>\$170,000</b>
<p><b>Program Description:</b> Support the installation of two outdoor fitness zones (durable exercise equipment) in Mathay Ballinger and City Parks in Edmonds. Each fitness zone would have 8-12 pieces of durable equipment, and the City would also provide free fitness classes and orientations at the spaces.</p>			
<b>Community Need Addressed</b>	<p>Application references 36% of adults not meeting daily physical activity guidelines and 25% of population is considered obese. Also referenced that the cost of gym memberships and exercise programs is a barrier.</p>		
<b>Expected Results</b>	<p>Will run orientation and programs at outdoor fitness zones. Prepared to do survey work with participants and consider random usage counts.</p>		
<b>Use of Funds &amp; Costs</b>	<p>Includes City of Edmonds and resources from the National Fitness Campaign.</p>		
<b>Partnerships</b>	<p>Would partner with National Fitness Campaign on app and signage, private instructors for programming.</p>		

**Possible Questions for Applicant:**

1. Can you help us to understand the timing on this project—why is it spread over three years and could the timeline be accelerated?



## 7. City of Mountlake Terrace - Evergreen Playfields

Request Year 1	Request Year 2	Request Year 3	Total Request
\$333,333	\$333,333	\$333,333	<b>\$1,000,000</b>
<b>Program Description:</b> A request to replace the existing dirt athletic field and replace it with synthetic turf multi-use facility with lighting. The field would be used for baseball, softball, soccer, lacrosse, and ultimate disk.			
<b>Community Need Addressed</b>	The application references applicable data on high rates of youth and adult obesity and low rates of youth and adult physical activity.		
<b>Expected Results</b>	The goal of the project is to increase physical activity levels for families. The estimated use of the facility would increase from 200 hours per year for the existing dirt field to 1,850 hours for the new facility, and to attract 2,000 new users to facility. The application also references tracking reduction in BMI, but it is not clear how that would be collected.		
<b>Use of Funds &amp; Costs</b>	The project budget includes \$586k of additional assumed revenue. The base budget assumes rubber infill.		
<b>Partnerships</b>	Many letters of support from sports teams, policymakers, and clubs. Also references partnership w/school district.		

### Possible Questions for Applicant:

1. Do you have an estimate for how much usage would be local groups vs. out-of-area tournaments?
2. The application references that the city will work with user groups to measure health outcomes like BMI and cardio levels. How would you do this?

**8. Edmonds Senior Center – Waterfront Center**

<b>Request Year 1</b>	<b>Request Year 2</b>	<b>Total Request</b>
\$1,250,000	\$1,250,000	<b>\$2,500,000</b>
<p><b>Program Description:</b> A request to support the construction of a new Edmonds Senior &amp; Community Center (Edmonds Waterfront Center). The City will program parks &amp; recreation activities in center during evenings.</p>		
<b>Community Need Addressed</b>	<p>Current facility at end of useful life. Proposal highlights aging population, senior isolation and capacity limits at P&amp;R facilities. Center to serve older adults, baby boomers, young families, and young adults with physical activity, social, and health programming</p>	
<b>Expected Results</b>	<p>Goal to increase participation from 4,000 to 9,000 in senior programs (detail on pg. 4 of application).</p> <p>Outcomes include improved health, nutrition status, reduced isolation, community engagement, etc. Identified evidence-based measures for depression, physical activity, chronic conditions, etc.</p>	
<b>Use of Funds &amp; Costs</b>	<p>Funds used for construction of 26,000 sq. ft. community center. ESC has raised ~\$10m of \$16m need. Construction budget includes mix of public and private sources.</p>	
<b>Partnerships</b>	<p>Unique collaboration with City of Edmonds on project. Also includes 10+ program area partners, including UW, MTI, DSHS, EdCC, ECA, etc.</p>	

**Possible Questions for Applicant:**

1. How much use is anticipated for events for a fee (ex. weddings) vs. recreation and other community programming?

## 9. Volunteers of America – Lynnwood Neighborhood Center

Request Year 1	Request Year 2	Total Request
\$1,050,000	\$1,450,000	<b>\$2,500,000</b>
<p><b>Program Description:</b> a request to support the construction of a 36,000 square foot Lynnwood Neighborhood Center near the intersection of Hwy-99 and 196<sup>th</sup> street to include space for physical activity, youth and other community spaces. Anticipated spaces in the building include a physical activity space, gym, space for adult day health, family support center, early childhood center, counseling space, and teen space.</p>		
<b>Community Need Addressed</b>	The application references physical activity and youth obesity statistics, as well as health access and mental health needs. The nearby elementary school is the highest free/reduced lunch rate in South Snohomish County.	
<b>Expected Results</b>	The application includes anticipated outcomes and populations tied to each services line (enclosure 5). Most of the measures are activity counts. The application does reference some mental health measures tied to counseling activities.	
<b>Use of Funds &amp; Costs</b>	The total project budget is \$17m with ~\$4m committed and the land valued at \$4.65m, with \$10m in process. The applicant is seeking funding for 2019 and 2020.	
<b>Partnerships</b>	Multiple partners: B&G Clubs, CHS for behavioral health, Trinity Lutheran Church, Lutheran Community Services for Family Support, and the Edmonds School District.	

### Possible Questions for Applicant:

1. Is there any ability or intent to track results or outcomes across programs for residents?
2. To move the project forward when would you anticipate needing the actual funds on the project vs. a commitment for funding from Verdant?