

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

| | <u>ACTION</u> | <u>TIME</u> | <u>PAGE</u> |
|--|---------------|-------------|-------------|
| A. Call to Order | --- | 8:00 | --- |
| B. Approval of the Minutes | | | |
| a) October 24, 2018 Board Meeting | Action | 8:01 | 1-4 |
| C. Executive Committee Report | Information | 8:02 | --- |
| D. Superintendent Report | Information | 8:05 | 5 |
| E. Finance Committee Report | | | |
| a) Review financial statements and cash activity | Information | 8:10 | 6-10 |
| b) Authorization for payment of vouchers and payroll | Action | 8:15 | 11 |
| c) Resolution 2018:08 Fixed Asset Disposition | Action | 8:16 | 12-15 |
| F. Program Committee Report & Recommendations | | | |
| a) Conflicts of Interest | --- | 8:17 | --- |
| b) Program investment recommendations | Action | 8:18 | 16-17 |
| c) Presentation & hunger/health opportunities | Information | 8:30 | 18-20 |
| d) Verdant Community Wellness Center activities update | Information | --- | 21-22 |
| e) Verdant multicultural program update | Information | --- | 23 |
| G. Marketing Report | Information | 8:40 | 24 |
| H. Public Comments (please limit to three minutes per speaker) | --- | 8:45 | --- |
| I. Commissioner Comments | --- | 8:50 | --- |
| J. Adjournment | --- | 9:00 | --- |

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

BOARD OF COMMISSIONERS

Regular Meeting

Verdant Community Wellness Center

October 24, 2018

**Commissioners
Present**

Deana Knutsen, President
Bob Knowles, Commissioner
Fred Langer, Commissioner
Karianna Wilson, Secretary
Jim Distelhorst, M.D. Commissioner (upon taking the
oath of office)

Staff

Robin Fenn, Superintendent
George Kosovich, Assistant Superintendent
Lisa King, Finance Director
Jennifer Piplic, Marketing Director
Sue Waldin, Community Wellness Program Manager
Sandra Huber, Community Engagement
Nancy Budd, Community Social Worker
Karen Goto, Executive Assistant

Call to Order

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.

Approval of Minutes

***Motion was made, seconded and passed unanimously
to approve*** the minutes of the regular board meeting
on September 26, 2018.

***Motion was made, seconded and passed unanimously
to approve*** the minutes of the special board meeting
on October 3, 2018.

Executive Session

President Knutsen recessed the regular meeting at 6:01
p.m. into Executive Session to review commissioner
candidate qualifications.
President Knutsen stated that the board would
reconvene in 15 minutes and no action would be taken
in Executive Session.
At 6:16 p.m. President Knutsen extended the Executive
Session for 5 minutes.

- Open Session** The board reconvened into Open Session at 6:21 p.m. ***Motion was made, seconded and passed unanimously to approve*** Dr. James (Jim) Distelhorst to fill open commissioner position 5.
- Oath of Office** President Knutsen thanked the other candidates and encouraged them to consider joining a committee. Commissioner Langer administered the oath of office to Dr. Distelhorst.
- Executive Committee Report** The committee met on October 17, 2018 to review the agenda for the October 24, 2018 board meeting and other upcoming events. No action was taken.
- Superintendent Report** Superintendent Fenn reported on the following items:
1. Board Retreat is scheduled for December 7-8 at the Tulalip Resort. Please confirm with Ms. Goto if you will be needing hotel accommodations by November 1.
 2. Please confirm attendance to the November 28 board meeting.
 3. Verdant is currently conducting focus groups regarding the intersection between health and food insecurity.
 4. Verdant programs held at the Wellness Center are being evaluated and results will be sent to the board.
- Finance Committee Report** The committee met on October 17, 2018. Ms. King reviewed the financial statements and cash activity for September 2018 (E:--:18).
- Authorization for Payment of Vouchers & Payroll** Warrant Numbers 13118 through 13149 for September 2018 for payment in the amount of \$26,013.86 were presented for approval (E:--:18). ***Motion was made, seconded and passed unanimously to approve.***
- Resolution 2018:06 – 2019 Property Tax Levy** Ms. King presented Resolution 2018:06 approving the dollar amount and percentage increase in the District’s regular property tax levy for 2019. ***Motion was made, seconded and passed unanimously to approve.***
- Resolution 2018:07 – 2019 Budget** Ms. King presented Resolution 2018:07 approving and adopting the 2019 budget. ***Motion was made, seconded and passed unanimously to approve.***

Program Committee Update

The Program Committee met on October 18, 2018 to review two new funding requests and one follow-up request from September 2018 (E:--: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 South County Fire & Rescue Community Paramedic Program partial funding in the amount of \$334,000 in Year 1, decreasing to \$225,000 in Year 2, and to \$145,000 in Year 3. Commissioner Knowles clarified to Commissioner Wilson that the program will continue with the existing two medics and is not contingent on adding an additional medic.

Motion was made, seconded and passed unanimously to approve Domestic Violence Services of Snohomish County's community health advocate in the amount of \$96,000 per year for three years.

Motion was made, seconded and passed unanimously to approve South County Fire & Rescue ACT Program in the amount of \$50,000 for a one-time grant after a discussion around the number of individuals the program can realistically reach and funding ongoing staff time.

Verdant Community Wellness Center Activities Update

Ms. Waldin presented an update on activities at the Wellness Center in September and October 2018 (E:--:18).

Verdant Multicultural Program Update

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

Community Social Worker Update

Ms. Budd presented an update on the South Snohomish County CHART program. She noted four high utilizer clients have been identified at this time. Two care teams have been developed including Leadership and Social Service Providers. Two client examples were provided (E:--18).

Marketing Report

Ms. Piplic presented the Marketing report (E:--:18) for October 2018 which included an update on the fall edition of the Canopy newsletter with a focus on the

Prescription Assistance program and Medicare open enrollment. She noted that the Canopy reaches over 80,000 residents and businesses in the district. Ms. Piplic stated that conference planning is underway and that Verdant is hosting its Verdant Partner Roundtable (VPR) on November 9 at 2:00 p.m. and commissioners are invited to attend.

President Knutsen commented on how much Verdant has grown over the years and expressed her appreciation to the staff.

Public Comments

Deputy Chief Shaughn Maxwell thanked commissioners for funding South County Fire and Rescue programs. He noted that administrative support staff have expressed appreciation for the Community Paramedic program. Mr. Maxwell also thanked commissioners for their willingness to take a chance on the new A.C.T. program.

Commissioner Comments

Dr. Distelhorst noted that he is excited for this opportunity and will be working hard in the coming months to get up to speed. President Knutsen welcomed Dr. Distelhorst to the board.

Adjournment

The meeting was adjourned at 7:06 p.m.

ATTEST BY:

President

Secretary

DECEMBER 2018

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--|---|---|----------|--------|----------|
| | | | | | | 1 |
| 2 | 3 | 4 SnoCo Health District Data Walk (TBD at Verdant) | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 South County Veterans' Summit (11am at EdCC) | 12 Program Committee (6pm at Verdant) | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 Board Meeting (8-9:30am at Verdant) | 20 | 21 | 22 |
| 23 | 24 Christmas Eve Verdant office closed | 25 Christmas Day Verdant office closed | 26 | 27 | 28 | 29 |
| 30 | 31 New Year's Eve Verdant office closed early | | | | | |

Balance Sheet
As of October 31, 2018

| | A | B | C | D |
|---|-------------------|-------------------|------------------|-----------------------------|
| | Dec 31, 2017 | Oct 31, 2018 | \$ Change | Comments: |
| 1 ASSETS | | | | |
| 2 Current Assets | | | | |
| 3 Cash Balance | 1,853,495 | 1,720,528 | (132,967) | |
| 4 Other Current Assets | 44,606,558 | 47,764,326 | 3,157,769 | Includes Investments |
| 5 Total Current Assets | 46,460,053 | 49,484,854 | 3,024,801 | |
| 6 Total Long-term & Fixed Assets | 45,773,750 | 44,054,960 | (1,718,789) | Includes Depreciation |
| 7 TOTAL ASSETS | 92,233,802 | 93,539,814 | 1,306,012 | |
| 8 LIABILITIES & EQUITY | | | | |
| 9 Liabilities | | | | |
| 10 Current Liabilities | 2,066,262 | 1,340,502 | (725,761) | Tenant Prepaid Lease Income |
| 11 Long-term Liabilities | 2,050,919 | 1,999,228 | (51,691) | 2012 LTGO Bonds |
| 12 Total Liabilities | 4,117,182 | 3,339,730 | (777,452) | |
| 13 Total Equity | 88,116,621 | 90,200,085 | 2,083,464 | Annual Net Income/(Loss) |
| 14 TOTAL LIABILITIES & EQUITY | 92,233,802 | 93,539,814 | 1,306,012 | |

Profit & Loss
October 2018

| | A | B | C | D | E | F |
|---------------------------------------|----------------|----------------|---------------|------------------|------------------|----------------|
| | Oct Actual | Oct Budget | Fav/(Unfav) | YTD Actual | YTD Budget | Fav/(Unfav) |
| 1 INCOME | | | | | | |
| 2 Ordinary Income | 897,091 | 898,879 | (1,788) | 8,801,634 | 8,838,107 | (36,473) |
| 3 EXPENSES | | | | | | |
| 4 Operating Expenses | 221,016 | 201,090 | (19,926) | 1,895,918 | 1,927,596 | 31,677 |
| 5 Depreciation Expense | 159,620 | 159,588 | (32) | 1,655,935 | 1,655,616 | (319) |
| 6 Program Expenses | 550,343 | 616,525 | 66,182 | 5,106,552 | 6,142,254 | 1,035,702 |
| 7 Total Expenses | 930,979 | 977,203 | 46,225 | 8,658,406 | 9,725,466 | 1,067,060 |
| 8 OTHER INCOME/(EXPENSE) | | | | | | |
| 9 Total Other Income/(Expense) | 251,965 | 234,813 | 17,152 | 1,940,236 | 2,348,128 | (407,893) |
| 10 NET INCOME/(LOSS) | 218,077 | 156,488 | 61,588 | 2,083,464 | 1,460,769 | 622,695 |

Monthly Highlights
October 2018

Verdant received dividends payments of \$98,943 and an unrealized loss of \$40,059 on our investment portfolio in October which closed with an ending market value of \$47,035,421.

Program grant commitments total \$6,264,390* and \$8,378,015* for 2018 and 2019 respectively. *Includes BHCF.

Revenue of \$104,584 and expenses of \$82,496 from the Kruger Clinic were incurred, netting to an additional operating income of \$22,088 in October.

Public Hospital District #2

| Warrant Number | Transaction Date | Payee | Amount | Purpose |
|-----------------------|-------------------------|--|---------------|--|
| 13150 | 10/01/2018 | Ana L Bursch | 262.50 | Childcare for Strengthening Families 8/10 & 8/17 |
| 13151 | 10/01/2018 | Dataworks | 1,917.65 | IT Support |
| 13152 | 10/01/2018 | Regence Blueshield | 5,745.31 | Oct 2018 Health Insurance |
| 13153 | 10/01/2018 | Wells Fargo | 149.86 | Misc. |
| 13154 | 10/01/2018 | Alexander Printing Co, Inc | 120.36 | Printing NB Business Cards |
| 13155 | 10/01/2018 | Wells Fargo | 639.66 | Misc. |
| 13156 | 10/01/2018 | Payden & Rygel | 7,474.00 | 8/1-8/31/18 Investment Advisory Services |
| 13157 | 10/01/2018 | Snohomish County PUD | 897.18 | Electricity |
| 13158 | 10/01/2018 | Sound Publishing, Inc. | 42.00 | Legal Notice 9/26/18 Board Meeting |
| 13159 | 10/01/2018 | Juan Estrella Gonzalez | 85.00 | Facilitator for Strengthening Families 9/28 |
| 13160 | 10/01/2018 | Laura Miramontes | 52.50 | Childcare 9/27 EBT Class |
| 13161 | 10/01/2018 | Susana Flores | 195.00 | Childcare for 9/21 & 9/28 Strengthening Families; 9/27 EBT Class |
| 13162 | 10/01/2018 | Yasaura Carvajal | 120.00 | Childcare for 9/21 & 9/28 Strengthening Families |
| 13163 | 10/01/2018 | Yolanda Gonzalez | 85.00 | Facilitator for Strengthening Families Class 9/28 |
| 13164 | 10/01/2018 | Azose | 3,165.00 | October 2018 Management |
| 13165 | 10/01/2018 | Consolidated Landscape Maintenance, Inc. | 440.50 | Oct 2018 Landscaping maintenance |
| 13166 | 10/03/2018 | AA Dispatch, LLC | 27.15 | Taxi Service 8/31/18 (#77844 +& #77901) |
| 13167 | 10/03/2018 | ELTEC Systems, LLC | 264.96 | Oct 2018 Elevator Maintenance |
| 13168 | 10/03/2018 | Lighthouse (formerly Discovia) | 5,117.78 | PRR Aug 2018 |
| 13169 | 10/03/2018 | Pacific Medical Centers(PacMed) | 242.83 | WC 175 - Living Well Alliance |
| 13170 | 10/03/2018 | Parsi Properties LLC | 2,634.00 | Oct 2018 - Parking lot lease |
| 13171 | 10/03/2018 | Puget Sound Energy | 48.52 | Account #220001924632 |
| 13172 | 10/03/2018 | Sound Publishing, Inc. | 89.60 | Legal Notice 9/19 & 9/26/18 Special Board Meeting |
| 13173 | 10/03/2018 | Thomas & Associates | 5,244.90 | Consulting Feb 9, 2018-June 21, 2018 |
| 13174 | 10/03/2018 | WA Department of Revenue | 19,317.30 | Q3 2018 Leasehold Excise tax return |
| 13175 | 10/03/2018 | Waste Management | 298.25 | Garbage/Recycle |
| 13176 | 10/03/2018 | Jennifer L Piplic | 1,162.65 | Tuition & Supplies Reimbursement |
| 13177 | 10/03/2018 | Nohemi Rivera Carreon | 300.00 | Promororas Organizing |
| 13178 | 10/03/2018 | Velia Lara | 1,300.00 | Instructor for Strengthening Families Program |
| 13179 | 10/03/2018 | Executive Speakers Bureau | 6,000.00 | VHCC 2019 Deposit for Eric Klinenberg |
| 13180 | 10/03/2018 | Nancy L Budd | 55.06 | Reimbursement for CHART Client |
| 13181 | 10/03/2018 | Sandra S Huber | 126.58 | Reimbursement for Meals for Strengthening Families |
| 13182 | 10/10/2018 | AmeriFlex Business Solutions | 17.25 | Oct 2018 FSA Administration |
| 13183 | 10/10/2018 | Comcast | 525.91 | Telephone/Internet |
| 13184 | 10/10/2018 | Corporate Security LLC | 299.17 | Oct 2018 Parking Lot Security |
| 13185 | 10/10/2018 | Dataworks | 1,092.48 | IT Support |
| 13186 | 10/10/2018 | Dynamic Language | 159.62 | Translation Services |
| 13187 | 10/10/2018 | Electronic Business Machines | 40.08 | 7/22-8/21/18 Copy Machine |
| 13188 | 10/10/2018 | Sound Dietitians | 3,029.07 | WC 170-Healthy Living Coaching / WC 169-Nutrition Consulting |
| 13189 | 10/10/2018 | Sound Publishing, Inc. | 39.20 | Legal Notice 10/3/18 Board Meeting |
| 13190 | 10/10/2018 | US Bank | 300.00 | 2012 LTGO Bonds |
| 13191 | 10/10/2018 | Verizon | 100.80 | Cell Phones |
| 13192 | 10/10/2018 | Comcast | 294.81 | Telephone/Internet |
| 13193 | 10/10/2018 | Armstrong Services | 1,451.20 | Sept 2018 Janitorial |

| Warrant Number | Transaction Date | Payee | Amount | Purpose |
|----------------|------------------|--|-------------------|---|
| 13194 | 10/10/2018 | Lowe Graham Jones PLLC | 218.00 | Sept 2018 Trademark monitoring |
| 13195 | 10/10/2018 | Ana L Bursch | 120.00 | Childcare for Strengthening Families 10/5 & 10/12 |
| 13196 | 10/10/2018 | Susana Flores | 45.00 | Childcare for 10/5 Strengthening Families |
| 13197 | 10/10/2018 | Yasaura Carvajal | 120.00 | Childcare for 10/5 & 10/12 Strengthening Families |
| 13198 | 10/17/2018 | City of Lynnwood | 1,045.00 | Sept 2018 After Hours Support (65 hrs) |
| 13199 | 10/17/2018 | Consolidated Landscape Maintenance, Inc. | 143.52 | Fall Shut off of sprinklers |
| 13200 | 10/17/2018 | Edmonds Chamber of Commerce | 482.00 | 2018 Membership Dues |
| 13201 | 10/17/2018 | US Postal Service | 13,402.34 | Postage for Fall 2018 Canopy Newsletter |
| 13202 | 10/17/2018 | Lisa M King | 42.31 | Reimbursement |
| 13203 | 10/17/2018 | Bank of America - Trust | 2,500.00 | Annual trust fee for US Trust for Jon Smiley Account |
| 13204 | 10/17/2018 | Seattle Food Nut | 586.41 | WC 179 - Nutrition Programming |
| 13205 | 10/24/2018 | Regence Blueshield | 5,745.31 | Nov 2018 Health Insurance |
| 13206 | 10/24/2018 | Staples | 353.40 | Supplies |
| 13207 | 10/24/2018 | Department of Labor and Industries | 448.15 | 3Q18 Self Insurance Fund |
| 13208 | 10/24/2018 | Lighthouse (formerly Discovia) | 2,426.25 | Sept 2018 |
| 13209 | 10/24/2018 | Jason Becker Creative | 1,094.40 | Photography & Design for Fall 2018 Canopy |
| 13210 | 10/24/2018 | Neopost | 90.00 | Postage |
| 13211 | 10/24/2018 | Principal | 1,804.50 | EE Life Insurance |
| 13212 | 10/24/2018 | Wells Fargo | 2,712.22 | Misc. |
| 13213 | 10/24/2018 | Ana L Bursch | 165.00 | Childcare-Strengthening Families 10/19 and 10/26 & Power of your word 10/20 |
| 13214 | 10/24/2018 | Maria Isabel Quijano | 525.00 | WC 203 - Hands Only CPR in Spanish Facilitator |
| 13215 | 10/24/2018 | Susana Flores | 157.50 | Childcare-Strengthening Families 10/19 and 10/26 & Power of your word 10/20 |
| 13216 | 10/24/2018 | Yasaura Carvajal | 150.00 | Childcare-Strengthening Families 10/19 and 10/26 & Power of your word 10/20 |
| 13217 | 10/24/2018 | Dataworks | 2,302.95 | IT Support |
| 13218 | 10/24/2018 | Wells Fargo | 3,150.02 | Misc. |
| 13219 | 10/31/2018 | Ana Evelin Garcia | 1,800.00 | WC 211 - Basic Writing as a healing tool workshop |
| 13220 | 10/31/2018 | Consolidated Landscape Maintenance, Inc. | 440.50 | Nov 2018 Landscaping maintenance |
| 13221 | 10/31/2018 | Electronic Business Machines | 44.08 | 10/22-11/21/18 Copy Machine |
| 13222 | 10/31/2018 | Parsi Properties LLC | 2,634.00 | Nov 2018 - Parking lot lease |
| 13223 | 10/31/2018 | Puget Sound Energy | 52.33 | Natural Gas |
| 13224 | 10/31/2018 | Snohomish County PUD | 874.18 | Electricity |
| 13225 | 10/31/2018 | Sound Publishing, Inc. | 39.20 | Legal Notice 10/24/18 Board Meeting |
| 13226 | 10/31/2018 | Awards Service Inc | 23.74 | Name Plate for Dr. Distelhorst |
| 13227 | 10/31/2018 | City of Lynnwood - Utilities | 805.89 | Water/Sewer |
| 13228 | 10/31/2018 | Lynnwood Convention Center | 3,785.00 | Deposit for VHCC 2/21/19 |
| 13229 | 10/31/2018 | Waste Management | 318.89 | Garbage/Recycle |
| 13230 | 10/31/2018 | Wells Fargo | 42.12 | Misc. |
| | | Total Warrants | <u>121,659.90</u> | |

Kruger Clinic Activity:

| | | | | |
|-----------|--------|---------------------------|------------------|---------------------------------------|
| 1027-1042 | Oct-18 | Various Claimants/Vendors | <u>34,364.92</u> | Administered by Azose (Formerly PMNW) |
|-----------|--------|---------------------------|------------------|---------------------------------------|

| Warrant Number | Transaction Date | Payee | Amount | Purpose |
|---------------------------|------------------|---|-----------------------------|--|
| Wire/ACH Activity: | | | | |
| | 10/12/2018 | Payroll | 22,063.35 | ACH payroll transfer |
| | 10/12/2018 | Department of Treasury | 7,134.85 | Payroll taxes for 10/6/18 pay period ending |
| | 10/12/2018 | Valic | 3,541.94 | Payroll 401(a)/457 Deposit |
| | 10/12/2018 | Paychex | 144.70 | Fee for payroll processing |
| | 10/26/2018 | Payroll | 22,144.16 | ACH payroll transfer |
| | 10/26/2018 | Department of Treasury | 7,155.02 | Payroll taxes for 10/20/18 pay period ending |
| | 10/26/2018 | Valic | 3,542.87 | Payroll 401(a)/457 Deposit |
| | 10/26/2018 | Paychex | 122.70 | Fee for payroll processing |
| | 10/12/2018 | Wells Fargo Merchant Services | 76.07 | Merchant Services |
| | 10/12/2018 | Wells Fargo | 6.35 | Fees |
| | 10/15/2018 | Alzheimer's Association Western & Central | 7,209.16 | Program Payment |
| | 10/15/2018 | Boys & Girls Club of Snohomish County | 24,583.33 | Program Payment |
| | 10/15/2018 | Cascade Bicycle Club Education Foundation | 2,666.67 | Program Payment |
| | 10/15/2018 | Center for Human Services | 32,279.16 | Program Payment |
| | 10/15/2018 | ChildStrive | 50,150.16 | Program Payment |
| | 10/15/2018 | City of Lynnwood | 8,718.33 | Program Payment |
| | 10/15/2018 | City of Mountlake Terrace | 5,040.00 | Program Payment |
| | 10/15/2018 | Cocoon House. | 5,000.00 | Program Payment |
| | 10/15/2018 | Compass Health | 14,857.80 | Program Payment |
| | 10/15/2018 | Domestic Violence Services Snohomish Co | 5,566.50 | Program Payment |
| | 10/15/2018 | Edmonds School District No. 15 | 112,465.25 | Program Payment |
| | 10/15/2018 | Edmonds Senior Center | 9,666.67 | Program Payment |
| | 10/15/2018 | Homage Senior Services | 60,586.67 | Program Payment |
| | 10/15/2018 | Korean Women's Association | 5,000.00 | Program Payment |
| | 10/15/2018 | Leukemia & Lymphoma Society WA/AK Chapter | 3,750.00 | Program Payment |
| | 10/15/2018 | Medical Teams International | 8,100.00 | Program Payment |
| | 10/15/2018 | PEPS | 3,250.00 | Program Payment |
| | 10/15/2018 | Prescription Drug Assistance Foundation | 4,166.67 | Program Payment |
| | 10/15/2018 | Project Access Northwest | 10,416.67 | Program Payment |
| | 10/15/2018 | Puget Sound Christian Clinic | 65,991.00 | Program Payment |
| | 10/15/2018 | Puget Sound Kidney Centers Foundation | 3,333.33 | Program Payment |
| | 10/15/2018 | South Snohomish County Fire & Rescue | 36,103.34 | Program Payment |
| | 10/15/2018 | Therapeutic Health Services | 20,833.33 | Program Payment |
| | 10/15/2018 | Volunteers of America Western WA | 6,750.42 | Program Payment |
| | 10/15/2018 | Wonderland Development Center | 12,458.33 | Program Payment |
| | 10/26/2018 | WA Department of Revenue | 808.09 | B&O/Retailing Sales Tax for Aug 2018 |
| | 10/22/2018 | Department of Labor and Industries | 557.02 | 3Q18 L&I - State Fund |
| | 10/1/2018 | AmeriFlex Business Solutions | 54.67 | FSA Payment |
| | 10/11/2018 | AmeriFlex Business Solutions | 341.54 | FSA Payment |
| | 10/19/2018 | AmeriFlex Business Solutions | 341.54 | FSA Payment |
| | | Total Wires/ACH Transactions | <u>586,977.66</u> | |
| | | Total Disbursements | <u>\$ 743,002.48</u> | |

| | Transaction Date | Payer | Amount | Purpose |
|------------------|-----------------------------|-----------------------------------|-----------------------------|--|
| Deposits: | | | | |
| | 10/1/2018 | Swedish/Edmonds | 825,840.89 | Monthly leases |
| | 10/1/2018 | Value Village | 27,614.77 | Monthly lease |
| | 10/1/2018 | Raymond Liu, D.D.S. | 3,661.64 | Kruger Clinic monthly lease |
| | 10/1/2018 | Brian Takagi, MD | 84.63 | Kruger Clinic monthly lease |
| | 10/1/2018 | Seattle Skin & Laser | 8,188.79 | Kruger Clinic monthly lease |
| | 10/1/2018 | Puget Sound Gastro | 27,676.28 | Kruger Clinic monthly lease |
| | 10/10/2018 | Snohomish County | 30,359.62 | Levy |
| | 10/24/2018 | Healthcare Realty Services, Inc. | 4,663.72 | Ground Lease |
| | 10/1/2018 | Lisa King | 3.30 | Reimbursement |
| | 10/4/2018 | Washington State University | 318.13 | Reimbursement for Strengthening Families Meals |
| | 10/4/2018 | Swedish Edmonds Children's Clinic | 100.00 | WO at Kruger Clinic |
| | 10/22/2018 | Girl Scouts of Western WA | 200.00 | Deposit for use of VCWC |
| | | VCWC Class Registration | 295.00 | Class Registrations |
| | | Total Deposits | <u>\$ 929,006.77</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 13150 through 13xxx have been issued for payment in the amount of \$xxx These warrants are hereby approved.

Attest:

Lisa M. King

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

| | | | |
|----------------------|-----------------------|-------------------|---------------------|
| ----- | | | |
| Warrants Processed: | 10-1-18 – 10-31-18 | | \$26,013.86 |
| Kruger Claims Pd: | 10-1-18 – 10-31-18 | | 37,203.91 |
| Work Comp Claims Pd: | 10-1-18 – 10-31-18 | | 2,575.34 |
| Payroll: | 9-23-18 – 10-6-18 | 20,346.36 | |
| | 10-7-18 – 10-20-18 | <u>22,807.61</u> | |
| | | | 43,153.97 |
| Electronic Payments: | Payroll Taxes | 14,444.84 | |
| | Valic Retirement | 6,988.74 | |
| | Paychex | 230.98 | |
| | Ameriflex | 732.29 | |
| | Bank Fees | 70.00 | |
| | WA State Dept Revenue | 806.05 | |
| | Program Expenditures | <u>518,205.38</u> | |
| | | | <u>541,478.28</u> |
| | Grand Total | | <u>\$650,425.36</u> |

PUBLIC HOSPITAL DISTRICT NO. 2
SNOHOMISH COUNTY, WASHINGTON

RESOLUTION NO. 2018-08

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

WHEREAS, certain personal property of the District is no longer required for District purposes and the Commission wishes to dispose of such property in a lawful manner as promptly as reasonably possible; NOW, THEREFORE,

BE IT RESOLVED BY THE COMMISSION OF PUBLIC HOSPITAL DISTRICT NO 2, SNOHOMISH COUNTY, WASHINGTON, as follows:

Section 1. It is hereby found, determined and declared that all of the personal property identified on Exhibit A hereto is no longer required for public hospital district purposes and such property therefore is surplus. It is further found and declared to be in the best interest of the District that such property (the "Surplus Property") be disposed of promptly as hereinafter provided.

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

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

President and Commissioner

Commissioner

Commissioner

Commissioner

Secretary and Commissioner

CERTIFICATE

I, the undersigned, Secretary of the Board of Commissioners of Public Hospital District No. 2, Snohomish County, Washington, certify that the attached copy of Resolution No. 2018-08 is a true and correct copy of the original resolution adopted on November 28, 2018 as that resolution appears on the Minute Book of the District.

DATED this 28th day of November, 2018.

Karianna Wilson
Secretary of the Board of Commissioners

| CLASS | NUM | DEPT | DESCRIP | QTY | ACQDT | LIFE (Months) | COST | NBV 11/30/2018 | Disposal Date |
|-------|---------|------|----------------------------|-----|----------|------------------|-------------------|-------------------|---------------|
| 05 | 1005401 | 7211 | BTE PRIMUS RS | 1 | 4/1/2010 | 60 | 61,295.20 | - | 11/30/2018 |
| 06 | 8904101 | 7230 | VIDEO LARYNGOSCOPE-GLIDESC | 1 | 5/1/2008 | 36 | 21,481.61 | | 11/30/2018 |
| 06 | 9100801 | 7040 | VIDEO LARYNGOSCOPE | 1 | 2/1/2009 | 36 | 21,458.07 | | 11/30/2018 |
| | | | | | | | 104,234.88 | - | |

Program Oversight Committee Summary Report November 2018

Two programs for discussion: one renewal application and one new program up for board discussion

| 1.) Cascade Bicycle Club – Let’s Go | Request Year 1 | Request Year 2 | Request Year 3 |
|--|---|----------------|----------------|
| | \$50,000 | \$50,000 | \$50,000 |
| <p>Program Description: a renewal request for a bicycle education program called Let’s Go, which is a free, three-week safety unit that provides PE teachers with the curriculum, skills, and equipment needed to implement a bicycle and pedestrian course for their students. In South Snohomish County, this program works with 15 schools and teachers grades three to eight.</p> | | | |
| Expected Results | <p>Verdant funds have previously supported the middle education school program. This request would support both the elementary and middle school students, increasing the number served from ~2,500 students to 4,700. The middle school program has tracked pre/post knowledge, program participation, and increase in ridership and intended ridership. Last year the program struggled to collect post data from more than 40% of teachers. In prior years Cascade has been able to capture the data and believes it can continue to do so. Interestingly, the pre-test data shows that middle school riders scored ~90% on their pre-test measures.</p> | | |
| Use of Funds & Costs | <p>The current annual grant funding level is \$32,000 in support of just the middle school program. Cascade is requesting an increase to \$50,000 and to fold in support of elementary and middle school efforts. Funds would also support replacement of some aging equipment/bikes. The Program leverages ~\$11,000 private fundraising and grants.</p> | | |

| 2.) American Heart Association – CPR Kiosk | Request Year 1 | Request Year 2 | Request Year 3 |
|--|---|----------------|----------------|
| | \$125,000 | \$125,000 | \$125,000 |
| <p>Program Description: a sponsorship request for an interactive kiosk that features a touch screen with a video program that gives a CPR lesson followed by a practice session and a 30-second CPR test. With the help of a practice manikin, or a rubber torso, the kiosk gives feedback about proper CPR technique. The AHA is interested in exploring the placement at a kiosk at Alderwood Mall.</p> | | | |
| Expected Results | <p>There are not currently any CPR kiosks located in Washington State, but there are 30 nationwide that are placed in busy locations like convention centers, airports and malls. The kiosk can track the number of people trained and those that demonstrate proficiency by completing the 30 second test. The kiosks provide regular reports on usage and a typical kiosk will be used by ~10,000 people per year. Research provided by the AHA indicated that the kiosk training compares favorably to in-person and video-based training.</p> | | |
| Use of Funds & Costs | <p>Funds would support the development and sponsorship of a kiosk. AHA would provide in-kind marketing to support of the project. AHA has reached out to the Alderwood mall to better understand any site rental or other costs there.</p> | | |

Program Committee Recommendations (Commissioners Knowles & Knutsen)

Recommended for Partial Funding:

- **Cascade Bicycle Club – Let's Go:** the committee is recommending the program for partial funding at the current level of \$32,000 per year for three years. The committee members would like those funds to support the elementary education program because that appears to be where the largest knowledge gap exists. Verdant funds were originally used to establish the middle school program and committee members were interested in Cascade attempting to identify new sources of funding for that program.

For Board Discussion:

- **American Heart Association – CPR Kiosk:** the committee discussed the program concept but did not reach consensus on a recommendation. The committee members wanted the full board to discuss the project and determine if there was interest in funding this type of program at the approximate sponsorship level.



Food Insecurity Nutrition Incentive Grant Fruit & Vegetable Rx Program



What is FINI? The Food Insecurity Nutrition Incentive Grant is a federal grant through the USDA, and is designed to make it easier for participants in the Supplemental Nutrition Assistance Program (SNAP or Food Stamps) to afford more fruits and vegetables. The WA Department of Health was awarded a \$5.8 million 5-year FINI Grant in 2015 and has brought on partners throughout WA.

How is Verdant participating in the FINI Grant? In 2018, Verdant took on the role as lead organization for Snohomish County administering the Fruit & Vegetable Rx Voucher Program. Verdant’s unique model for voucher distribution includes partners across a variety of community and clinical settings.

| Community Organization Partners (meeting 1:1 using voucher dosing model) | Clinical Partners (meeting 1:1 using voucher dosing model) | Nutrition Education Partners (group classes - 1 voucher per attendee) |
|---|---|--|
| Edmonds School District - Student & Family Advocates | Swedish Edmonds Hospital RDNs | Sound Dietitians LLC |
| Domestic Violence Services of Sno. Co. Housing Advocates | Puget Sound Kidney Center RDNs | Homage Senior Services |
| Mercy Housing Resident Service Coordinators | Molina Healthcare Clinic (MA/ Referral Coord.) | WSU – Ext. Sno. Co. SNAP Education |
| SHAG Senior Housing Resident Service Coordinators | Community Health Center of Sno. Co. RDNs | Verdant – Monthly EBT Classes |
| Community Social Workers (Verdant/Edmonds Senior Ctr) | | Snohomish Health District WIC Clinic |

Other Verdant Program Details:

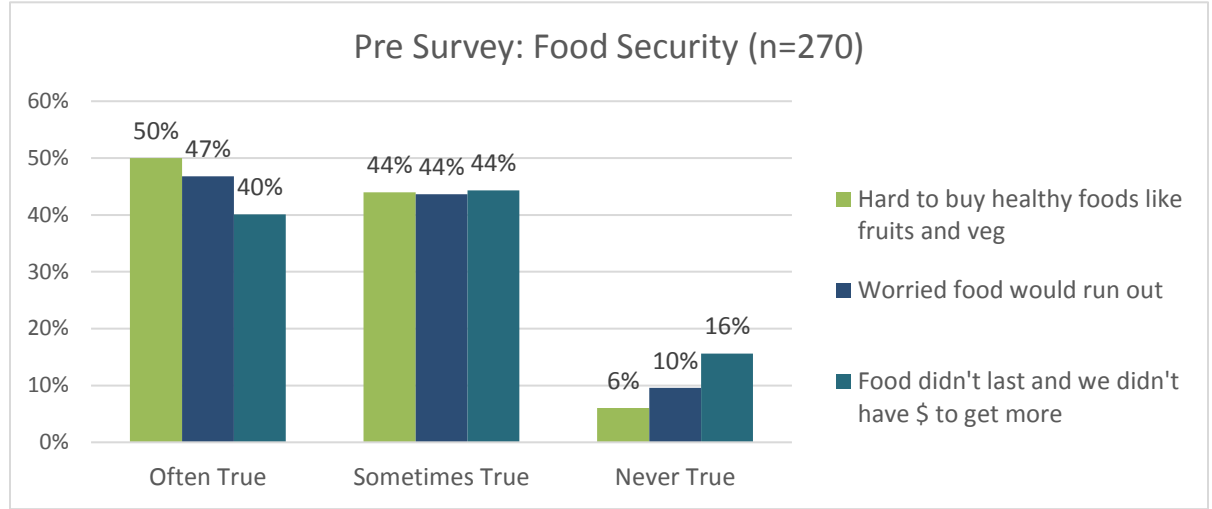
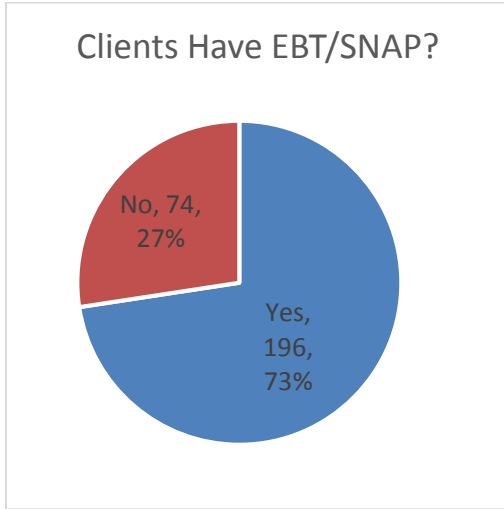
- A \$10 Non-SNAP Rx voucher was created to support immigrants, low-income seniors and other food insecure populations that live in Verdant’s service area. The vouchers are reimbursed using Verdant \$\$
- Dosing Model – professionals meeting 1:1 with clients can dose by household size
- Group Nutrition Education Classes
- Verdant-sponsored “Stretching Your EBT Food Dollars” monthly cooking demo PLUS additional cooking demos at South County Food Banks, low income senior housing sites and the local WIC Clinic

What have we seen / learned from April 1 – Sept 30, 2018:

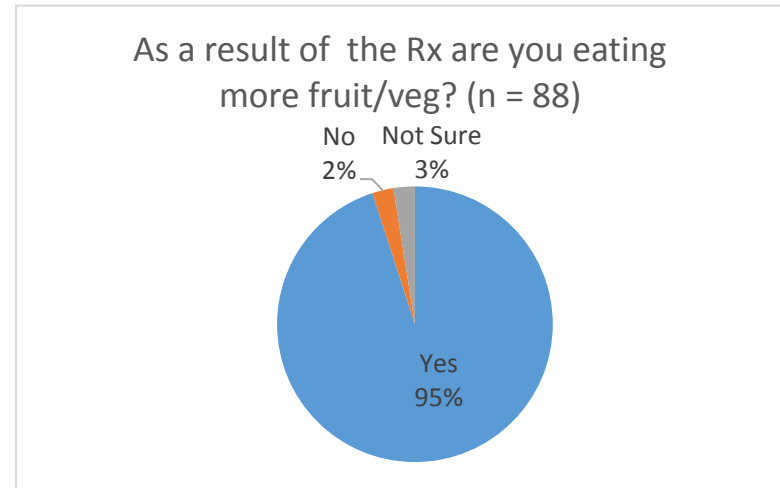
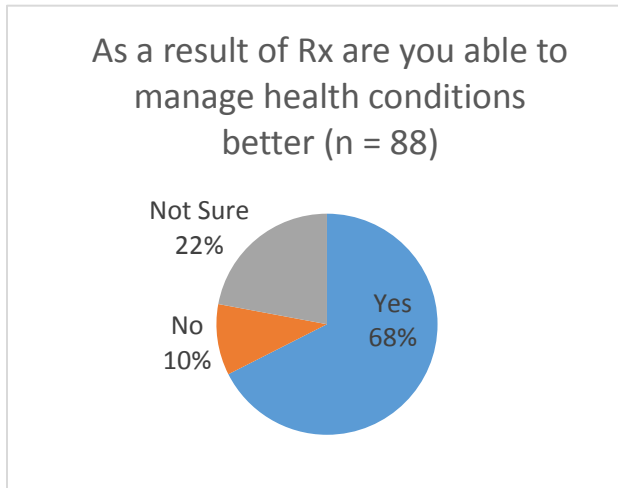
- Individuals in our community who are food insecure but do not receive SNAP benefits include:
 - Seniors on limited / fixed incomes
 - Immigrants without documented status (some fear going to food banks because they are affiliated with the government)
 - Mixed immigration status families who do not apply for benefits for eligible household members due to fear
 - Situational food insecurity (cancer treatment, change in family situation, etc.)
 - Individuals with incomes just over the SNAP eligibility limit who really struggle to afford housing costs and buy food
- Food Bank users identify with a variety of health conditions and find it challenging to access the food they need to manage their health

Summary of 1:1 Client Visits Using the Dosing Model

Initial Client Survey Results (n=270)



Post Survey Results



Fruit & Vegetable Rx Voucher Distribution Summary (April 1 – September 30, 2018)

| | | | | |
|-----------------------------------|-------------|------------------|-----------------|------------------|
| 1:1 Distribution Model | SNAP | 464 | Non SNAP | 216 |
| Onsite Group Classes | SNAP | 209 | Non SNAP | 26 |
| Total Vouchers Distributed | SNAP | 673 (59%) | Non SNAP | 242 (21%) |

Hunger & Health Discussion

- Verdant Activities: FINI, nutrition education at WIC, senior housing, and “Stretching your EBT Dollars” at Verdant Community Wellness Center
- Preliminary focus group feedback
- Opportunities:
 - Food Banks
 - Clinics
 - Schools
- Board discussion and questions

**Verdant Community Wellness Center Summary
November 2018**

Completed Programs (October/November)

| 1. General Community and Provider Events | Attendance |
|--|-------------------|
| 1. Evergreen Dementia Training (10/23) | 20 |
| 2. Monthly Hero's Café for Veterans (10/23) | 100/session |
| 3. SCHLC Nutrition Accelerator Meeting (10/25) | 8-10 |
| 4. Early Achievers Childcare Provider Training (10/27) | 9 |
| 5. Snohomish County Human Services CBIT Training (10/29, 30) | 25/session |
| 6. Parkinson's Disease AM Support Group (11/5) | 6-8 |
| 7. SHIBA Update Trainings (11/6) | 25 |
| 8. Korean Women's Association Everyday Prevention Workshops (11/1)* | 40 |
| 9. Family & Kinship Caregiver Support Groups (11/1, 15) | 8/session |
| 10. ARC Mothers of Children with Disabilities Monthly Support Network (11/3) | 10 |
| 11. Food Lifeline Hunger & Health Stakeholder Meeting (11/7) | 18 |
| 12. Community Foundation of Snohomish County Training (11/7) | 16 |
| 13. Foster Parent Trainings (11/ 7, 13, 14, 21, 28) | 15/session |
| 14. Sebastien's Place Team Meeting (11/8) | 4-6 |
| 15. Snohomish County Early Intervention Providers Meeting (11/8) | 15 |
| 16. Welcome to Medicare Monthly Workshops (11/16) | 20 |
| 17. Sea Mar Weekly Health Insurance & Basic Food Enrollment (weekly) | varies |
| 18. Ongoing – Community Support for Prescription Assistance (weekly)* | varies |
| <small>varies</small> | |
| 2. Nutrition and Healthy Behaviors | Attendance |
| 1. Beginning Tai Chi (10/15 – 11/5)* | 6-8/session |
| 2. Using Nutrition to Manage Heart Health Series (10/18 – 11/1)* | 11/session |
| 3. Weekly Healthy Living Coaching Group (10/ 30; 11/6, 13, 20, 27)* | 10-15/session |
| 4. Cooking Demo for Adults on SNAP – Monthly FINI Training (10/ 25, 11/15)* | 20-24/session |
| 5. Cooking Demo: Holiday Side Dish Makeover (11/ 5)* | 27 |
| 6. Surviving & Thriving with Chronic Kidney Disease (11/7– 12/19)* | 15-20/session |
| 7. Teen Cooking Class: Gifts from the Kitchen (11/10)* | 13 |
| 8. Girl Scout Cooking Class (11/13) | 9 |
| 9. Diabetes-friendly Holiday Recipes + Diabetes Support Group (11/14)* | 23 |
| 10. Learn & Taste: Nutrition for Cancer Prevention (11/15)* | 17 |
| 11. Plant-powered Whole Foods Challenge (11/19 – 12/17)* | 9 |
| 3. Behavioral Health & Substance Use | Attendance |
| 1. Managing Difficult Emotions (10/ 2 – 11/20)* | 8-10 /session |
| 2. Mindfulness Self Compassion for Providers (10/4 – 11/17)* | 12-14 /session |
| 3. Mindfulness Skill-building & Practice Group (10/17 – 12/19) | 4-6/session |
| 4. NAMI Connections Mental Health Support Group (10/25; 11/8) | varies |
| 5. Using Yoga to Manage Holiday Stress (11/7, 14, 28; 12/5) | 8-11/session |
| 6. Brain Health and Wellness Classes (11/7, 14)* | varies |
| 7. Gender Diversity Family Support Group (11/11) | 13 |
| 8. Survivors of Suicide Loss Day (11/17) | 29 |
| 9. Adult Children of Alcoholics Weekly Support Group (weekly) | varies |
| 10. Veterans Drop-In Support (weekly - Lynnwood & monthly - County) | varies |
| 4. Other Programs | Attendance |
| 1. Play and Learn Group, Wonderland Development Center (weekly)* | 20+/week |

Verdant Community Wellness Center Summary November 2018

Upcoming Programs (November/December)

A. General Community and Provider Events

1. Monthly Hero's Café for Veterans (November 27, December 18)
2. Swedish Edmonds Leadership Retreat (November 29)
3. ARC Mothers of Children with Disabilities Monthly Support Network (December 1)
4. Parkinson's Disease AM & PM Support Groups (December 3)
5. Snohomish Health District Data Walk (December 4)
6. City of Lynnwood Healthy Communities Meeting (December 4)
7. ESD Health Services Team Meeting (December 5)
8. Medicare Open Enrollment Event (December 5)
9. Family & Kinship Caregiver Support Groups (December 6, 20)
10. Korean Women's Association Everyday Prevention Workshops (December 6)*
11. Sebastien's Place Team Meeting (December 6)
12. U of WA Memory & Brain Wellness FTD Education Day (December 11)
13. Snohomish County Early Intervention Providers Meeting (December 13)
14. Welcome to Medicare Monthly Workshops (December 21)

B. Nutrition and Healthy Behaviors

1. Surviving & Thriving with Chronic Kidney Disease (November 7– December 19)*
2. Weekly Healthy Living Coaching Group (November 27; December 4, 11, 18)*
3. Road Back to Recovery Kidney Support Group (November 27)
4. Core Strength and Improving Balance Series (November 28 – December 19)*
5. Family Cooking Class – Healthy Holiday Treats (December 8)*
6. Cooking Demo: Wholesome & Hearty Dinner Salads (December 10)*
7. Diabetes Support Group (December 12)
8. Cooking Demo for Adults on SNAP – Monthly FINI Training (December 20)*

C. Behavioral Health & Substance Use Focus

1. Mindfulness Skill-building & Practice Group (October 17 – December 19)*
2. Using Yoga to Manage Holiday Stress (November 7, 14, 28; December 5)*
3. Brain Health and Wellness Classes (November 27, 29; Dec 4, 11)
4. NAMI Connections Mental Health Support Group (December 13, 27)
5. Adult Children of Alcoholics Weekly Support Group (weekly)
6. Veterans Drop-In Support (weekly - Lynnwood & monthly - County)

* = Grant / Program Funded Partners

October 2018 Multicultural Program & Outreach Report

Strengthening Families: This is a 7-week parenting class for parents who have not participated before and who want more cooperative, positive, and respectful relationships with their teenagers. Single parents are welcome to participate. Parents and youth 10-14 years old participate in the workshop where trained facilitators help parents to support their youth developing skills to manage peer pressure and build a strong future. Serving 10 families.

Hands-On only CPR: October 20th Hands-Only CPR is CPR without mouth-to-mouth breaths. It is recommended for use by people who see a teen or adult collapse in an “out-of-hospital” setting (such as at home, at work or in a park). This class will be open to the community and offered in Spanish.

Among Women: What we won't ask our best friend Sexual Health Workshop: Educational opportunity for women to learn about taking care of ourselves including our sexual and reproductive health. This means getting to know our body and understanding the importance of getting regular check-ups, as well as addressing any other issues.

The Power of your Word in Healing: Connection is a conversation between the patient story and the language of medicine. Words have the power to transform healthcare and if you don't speak their language, they won't hear you. This workshop will help community members to empower themselves to advocate for informing medical providers “What word(s) should they stop using or limit use of with patients and/or their families and why.

Cooking with Cops: Bridging the gap between youth and law enforcement: Kids joined our Lynnwood law enforcement to prepare healthier food options from scratch. Kids learned basic cooking skills, kitchen safety tips and have fun! The goal of this program was: 1) focus on health and wellness 2) Create a sense of community 3) Build trust and relationships between law enforcement and residents with an emphasis on nutrition education

November Upcoming program:

Alebrijes: The art of healing Workshop: An opportunity to support emotional healing through art & creative expression for those living in pain, grief, fear or stress. Art gives pain and trauma a voice and meaning by providing expressive abstract art to support emotional healing.

Spanish Language Holiday Meal Cooking Demo: The end of the year parties are an opportunity to be with family and friends, to laugh and share our family traditions. This demo led by a dietitian nutritionist teaches how to enjoy in moderation the delights of traditional meals this season. Recipes and food samples will be provided to all participants. In this adult demonstration class, participants learn how to prepare healthy side dishes for holiday celebrations and modify some of their favorite dishes for the holidays.

November 2018 Marketing Report

Planning for 2019 Conferences & Forums

- New structure for 2019 events:
 - A shorter (morning only) Verdant Healthier Community Conference for providers on Thursday, February 21, 2019
 - A new full-day Latina Health Conference on a Saturday in October 2019 (delivered in Spanish)
 - A new partial-day Community Health Forum on a Saturday in fall 2019 (date TBD, delivered in English)
- With this approach, we can introduce new opportunities to our community while not losing the momentum we have in place with our provider event.
- We are leveraging our established relationships with VHCC sponsors to gain support for our new events. Requests for sponsors are out now, and we have several packages available.