

**BOARD OF COMMISSIONERS
REGULAR MEETING
DECEMBER 28, 2016**

The Regular Meeting of the Board of Commissioners of Public Hospital District No. 304, Skagit County was held at the Peacehealth United General Medical Center.

ATTENDANCE

Present were: Commissioners Chuck Ruhl, Bob Stanley, Jeri Kaufman, Gary Kent and Andy Hunter; Ted Brockmann, Superintendent/CFO; Steve Queen, Human Resource Administrator; Mary Voss, Office Manager/Accountant; Chris Johnston, PH CAO; Mark Pearson, Fitness Center Manager

CALL TO ORDER

The meeting was called to order at 8:01 a.m. by Mr. Hunter.

CONSENT AGENDA

A motion was made, seconded and unanimously carried to approve the "consent" agenda, including the minutes of the November 30th regular meeting; written report from the Superintendent/CFO; District accounts payable vouchers #70782 – 70843; AHS accounts payable vouchers #31191-31194; payroll vouchers #DD1935 – DD1975; and the November write-offs.

OTHER BUSINESS

Fitness Center Expansion:

Mr. Brockmann and Mr. Pearson presented a plan for expansion of the Fitness Center. Enrollment continues to climb at the center and class space is becoming cramped. With additional fitness facilities opening in the community, they feel an expansion is necessary to continue to serve existing clients as well as attract new patrons. They met with an architect in November to gather some ideas on how to remedy the situation. It appears the best option is to expand to the west of the building. Mr. Brockmann further met with several contractors to get a general idea of construction costs for a 1500 square foot addition. Rough estimates ranged between 479K to 591K dollars. Mr. Brockmann and Mr. Pearson asked permission from the Board to move forward with the next phase of the project—architectural drawings and construction cost proposals. A motion was made, seconded and unanimously approved to move forward with plans for a Fitness Center expansion.

Peacehealth Update:

Mr. Johnston reviewed the income statement for PHUGMC's FY17 first quarter. He also reviewed statistical information for the month ending November 2016. He stated that FirthRatings affirmed Peacehealth A+ rating with a stable outlook. He also announced that Dennis Horner, ARNP will be joining Peacehealth's primary care staff.

Peacehealth Facility Planning:

Mr. Johnston shared Peacehealth's scope of work for United General facility planning. In Phase One, they have

engaged Kaufman-Hall to deliver regional programming for the Northwest Network which includes District 304. Phase Two will be the facility design to support the programming and community needs. Phase Three includes the cost estimates for implementation after which a business plan for funding will be submitted for approval.

FINANCE

Finance Committee Report:

Mr. Kent presented the Finance Committee report for consideration and deferred to Mr. Brockmann for detail. Mr. Brockmann reviewed the November 2016 income statement and balance sheet for the District. Hospice of the Northwest financials were not available at this time. A motion was made, seconded and unanimously carried to accept the Finance Committee report.

Policy 823 Management Limits of Authority:

Mr. Brockmann presented a revision of Policy 823. The revision encompasses some minor wording changes. After discussion, the Board would also like the phrasing "will notify Commissioners during the next Board Meeting" to read "will notify Commissioners as soon as possible". A motion was made, seconded and unanimously carried to approve the revision of Policy 823 with the additional revision of the aforementioned wording.

EXECUTIVE SESSION

Executive Session per RCW 42.30.110 (g):

The meeting went into Executive Session at 9:42 a.m. for the following purpose: Review performance of public employee. It was anticipated that the session would last 15 minutes with no action to be taken. Regular session resumed at 9:56 a.m. No members of the public remained.

ADJOURNMENT

The meeting adjourned at 9:57 a.m.








