

**BOARD OF COMMISSIONERS
REGULAR MEETING
JULY 27, 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; and Mary Voss, Office Manager/Accountant.

CALL TO ORDER

The meeting was called to order at 8:00 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 June 29th regular meeting; written report from the Superintendent/CFO; Investment Resolution 2016-18, District accounts payable vouchers #70263 – 70411; AHS accounts payable vouchers #31177-31178; payroll vouchers #DD1697 – DD1737; and the June write-offs.

OTHER BUSINESS

District Boundaries:

Ms. Annette DeVoe and Mr. Dave Thomas from the Skagit County Assessor's Office presented a map of the District boundaries. The State of Washington has requested that all taxing districts in the County be verified. Through their research, they have been unable to locate a legal description of Hospital District No. 4. Mr. Brockmann stated that District staff would research the archives for supporting documentation. Additionally, there is a small potential correction to the boundaries of Hospital District No. 3 near Bay View. Note: Hospital District No. 3 and No. 4 were combined to form Hospital District No. 304 in 1966.

Sale of Real Property Public Comment:

There were no public comments regarding the sale of the residential home owned by the District at 2209 Cedar Lane. There was a brief discussion of potential asking price. Mr. Brockmann stated that he and Ms. Voss were meeting with a realtor that afternoon to discuss the sale of the house.

Skagit Regional Health Interlocal:

After discussion, the Commissioners tabled the approval of the extension of the interlocal agreement with Skagit Regional Health regarding the physician practices at The Pavilion until more information could be reviewed.

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Skagit Regional Health Residency Program:

After discussion, the Commissioners also tabled the approval of the Skagit Regional Health residency program within the District boundaries until more information could be reviewed.

Peacehealth Marketing and Communications Update:

Ms. Bev Mayhew, Director of Communications and Marketing for Peacehealth presented an overview of Peacehealth's marketing plan. She reviewed their current strategies and tactics. Ms. Mayhew explained that research has shown digital and social media are the most effective tools to advertise to the community demographic that makes healthcare decisions.

Peacehealth Monthly Update:

Mr. Chris Johnston reviewed Peacehealth United General Medical Center's financial and statistical information for May 2016. He also shared some of their goals for FY17.

Farm to School Presentation:

Ms. Rachel Sacco, the District's coordinator for the Farm to School program gave an informative update of the collaborative effort by District 304 and Concrete School District to establish a sustainable program at Concrete Elementary. The program emphasizes locally sourced healthy foods and nutrition. Common Core learning goals are also incorporated into lessons. She is now working with middle school and high school teachers to integrate Farm to School and school gardens into their curriculum. There are also plans to expand Harvest of the Month to Sedro Woolley schools.

NOTE:

At this time, Commissioners Kaufman and Ruhl excused themselves from the remainder of the meeting due to prior commitments.

FINANCE

Finance Committee Report:

Mr. Kent presented the Finance Committee report for consideration and deferred to Mr. Brockmann for detail. Mr. Brockmann reviewed the June 2016 income statement and balance sheet for the District. He also reviewed the Hospice of the Northwest financials for May 2016. A motion was made, seconded and unanimously carried to accept the Finance Committee report.

IT Support Proposal:

Mr. Brockmann presented a proposal from Allixo Technologies regarding the consolidation of the District's information technology support. Currently, the District contracts with both Allixo Technologies and EHI. This arrangement has presented challenges. After discussion,

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a motion was made, seconded and unanimously carried to approve the consolidation proposal.

Resolution 2016-19 Closure of Petty Cash Fund:

This resolution approves the closure of the petty cash fund that has been maintained at the lobby of Peacehealth United General Medical Center for support of pre-April 2014 patient accounts. It has been determined that the fund is no longer necessary. A motion was made, seconded and unanimously carried to approve the closure of the aforementioned petty cash fund.

ADJOURNMENT

The meeting adjourned at 10:14 a.m.

Jeri Kaufman

Robert M. Stanley

Chris Miller

Chris V. Davis

And CH
