

**BOARD OF COMMISSIONERS
REGULAR MEETING
APRIL 22, 2020**

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

ATTENDANCE

Present were: Commissioners Andy Hunter, Bob Stanley, Chuck Ruhl, Tina Tate and Jeri Kaufman; Ted Brockmann, Superintendent/CFO; Erin Christensen, Office Coordinator; Brad Berg, Legal Counsel; Chris Johnston, PH CAO. This meeting was held via Zoom due to COVID-19 Stay at Home order.

CALL TO ORDER

The meeting was called to order at 8:07 a.m. by Ms. Kaufman.

CONSENT AGENDA

A motion was made, seconded and unanimously carried to approve the "consent" agenda, including the minutes of the March 25th regular meeting; written report from the Superintendent/CFO; District accounts payable vouchers #74379-74462; payroll vouchers #DD4484-DD4559; AHS accounts payable vouchers #31263-31263.

EXECUTIVE SESSION

The meeting went into Executive Session per RCW 42.30.110 (1)(i) at 8:08 am to discuss the possibility of potential litigation. It was anticipated that the session would last 15 minutes with no action to be taken. After 15-minutes, a 5-minute extension was requested. After 5 minutes an additional 5-minute extension was requested. Regular session resumed at 8:33 am with no action taken.

FINANCE

Finance Committee:

Mr. Brockmann presented the Finance Committee report for consideration. Mr. Brockmann reviewed the March 2020 income statement and balance sheet for the District. He also reviewed The Hospice of the Northwest financials for February 2020. A motion was made, seconded and unanimously carried to accept the Finance Committee report.

Resolution 2020-04: Sole Source Determination:

Mr. Brockmann presented the Board with a list of District vendors that have been deemed sole source by Mr. Brockmann and the Procurement Agent for the District. Mr. Brockmann requested that the Board approve the resolution. A motion was made, seconded and unanimously carried to accept the Sole Source Determination list.

OTHER BUSINESS

COVID-19 Update/Response:

Mr. Brockmann briefly reviewed the District's work plan during the continue Stay Home-Stay Healthy order. While most of the staff are still able to work their regular FTE, there are a few employees that are unable to do so due to

COVID-19 related reasons. Mr. Brockmann requested Board approval to pay staff 75% of the hours they are unable to work due to COVID-19 related reasons until June 14. Mr. Brockmann will again review the work plan at next month's Board meeting to determine if further action needs to be taken beyond June 14. A motion was made, seconded and unanimously approved.

PeaceHealth Update:

Mr. Johnston reviewed the work that the hospital has been doing with regard to COVID-19. Much work was done to be sure that the hospital was prepared, and fortunately PeaceHealth has not seen high numbers of cases. That said, the hospital has seen a decrease in revenue due to the stoppage of regular procedures. Plans are in place to resume elective surgeries, etc. per the Governor's orders.

ADJOURNMENT

The meeting adjourned at 9:05 a.m.










