

**BOARD OF COMMISSIONERS
REGULAR MEETING
AUGUST 26, 2020**

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

ATTENDANCE

Present were: Commissioners Andy Hunter, Chuck Ruhl, Bob Stanley, Tina Tate, and Jeri Kaufman; Ted Brockmann, Superintendent/CFO; Erin Christensen, Office Coordinator; Drew Hill, Accountant; 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 8:00 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 July 22nd regular meeting; written report from the Superintendent/CFO; District accounts payable vouchers #74664-74744; payroll vouchers #DD4765-DD4874.

FINANCE

Finance Committee:

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

Resolution 2020-07 Additional Deputy Auditor

Mr. Brockmann requested approval for the new Accountant, Drew Hill, to become an additional Deputy Auditor for District 304. A motion was made, seconded and unanimously carried to approve the resolution.

OTHER BUSINESS

HVAC Emergency Replacement Update

Mr. Brockmann briefed the Board that the HVAC system at the WIC clinic needed repair for an estimated cost of \$13,000 to \$15,000. As outside temperatures were considerably high, this was regarded as an emergency. The bidding process was completed for this project.

Organizational Chart Update

Mr. Brockmann reviewed the new organizational chart for District 304. This chart was put into place to reflect each employee's updated position under the new pillar system. Once a year, a review is completed of the current organizational chart.

PeaceHealth Update

Mr. Johnston gave a brief update on the COVID-19 and hospital services. He reported that service levels have returned to pre-COVID numbers, except for the Emergency Department.

**REGULAR MEETING CONT'D
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ADJOURNMENT

The meeting adjourned at 8:32 a.m.









