

**BOARD OF COMMISSIONERS  
REGULAR MEETING  
May 25, 2022**

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

**ATTENDANCE**

Present were: Commissioners Tina Tate, Chuck Ruhl, Jeri Kaufman, and Bob Stanley; Ted Brockmann, Superintendent/CFO; Carol Hawk, COO; Lyndie Simmonds, Thriving Children & Families Pillar Supervisor; Kristy Southard, Senior Administrative Assistant; and Rodney Dalseg, PH Director of Professional Services. Commissioner Greg Thramer's absence was excused.

**CALL TO ORDER**

The meeting was called to order at 8:00 a.m. by Ms. Tate.

**PUBLIC COMMENT**

There was no public comment.

**CONSENT AGENDA**

**Consent Agenda:**

A motion was made, seconded, and unanimously carried to approve the "consent" agenda, including the minutes of the April 27th regular meeting; written report from the Superintendent/CFO; Resolution 2022-09 Surplus; District accounts payable vouchers #76125-76191; payroll vouchers #DD6453-DD6539, AHS accounts payable vouchers #31293-31293.

**OTHER BUSINESS**

**Thriving Children & Families Pillar Update:**

Ms. Simmonds presented an overview of the Thriving Children & Families Pillar and the various partnerships in which the District is involved.

**FINANCE**

**Finance Committee Report:**

Mr. Stanley presented the Finance Committee report for consideration and deferred to Mr. Brockmann for detail. Mr. Brockmann presented an overview of April 2022 District financials. Hospice of the Northwest Financials were reviewed for March 2022. A motion was made, seconded, and unanimously carried to accept Finance Committee Report.

**Resolution 2022-08 Petty Cash:**

This resolution authorizes the establishment of a fifth petty cash fund in the amount of \$200.00 for the administrative office to reimburse for unanticipated, minor business expenses as well as programmatic activities where funds are needed to make change for customers/clients. A motion was made, seconded, and unanimously carried to approve Resolution 2022-08.

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**Policy 825 Cash Handling & 845 Procurement and Accounts Payable:**

Mr. Brockmann reviewed policies 825 Cash Handling & 845 Procurement and Accounts Payable. Language has been updated to reflect the additional petty cash noted in Resolution 2022-08. A motion was made, seconded, and unanimously carried to approve the updates to policies 825 Cash Handling & 845 Procurement and Accounts Payable.

**Wellness Center Capital Project Update:**

In December 2021, The Board approved \$100,000 for the Wellness Center improvements. Mr. Brockmann provided a project update and asked the Board to approve increasing the budget to \$200,000. The increase in cost is due to the additional scope of work and rising material costs. A motion was made, seconded, and unanimously carried to approve the budget increase for the Wellness Center improvements.

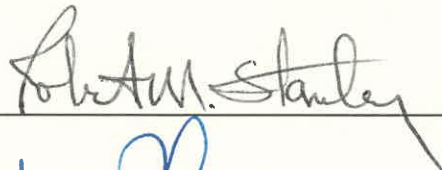
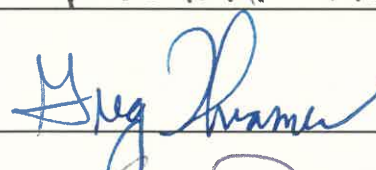


**OTHER BUSINESS CONT'D**

**PeaceHealth Quality Update:**

Mr. Dalseg, PH Director of Professional Services, provided an update on PeaceHealth staffing and hospital services.

**ADJOURNMENT**

The meeting adjourned at 9:00 a.m.

  
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