

**BOARD OF COMMISSIONERS  
REGULAR MEETING  
December 21st/28th, 2022**

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

**ATTENDANCE**

Present were Commissioners Tina Tate, Chuck Ruhl, Jeri Kaufman, Greg Thramer, and Bob Stanley; Ted Brockmann, Superintendent/CFO; Mary Voss, Human Resource Mgr.; Aide Guevara, Lead Program Assistant and Chris Johnston, PeaceHealth Chief Administrative Officer

**NOTE:** *The scheduled Board meeting on December 21<sup>st</sup> was adjourned to December 28<sup>th</sup> due to inclement weather. No actions were taken at that time and proper notice was given to the members and public.*

**CALL TO ORDER**

The meeting was called to order at 8:04 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 November 16<sup>th</sup> regular meeting; written report from the Superintendent/CFO; District accounts payable vouchers #76634 - 76700; payroll vouchers #DD6992 – DD7081; AHS accounts payable vouchers #31296 - 31296

**FINANCE**

**Finance Committee Report:**

Mr. Stanley presented the Finance Committee report and deferred to Mr. Brockmann. Mr. Brockmann reviewed the November 2022 District Financials. He also reviewed the Hospice of the Northwest financials for October 2022. A motion was made, seconded, and unanimously carried out to approve Finance Committee Report.

**Resolution 2022-16 Amend 2023 Operating Budget:**

Mr. Brockmann brought forth and reviewed the proposed amendment to the 2023 operating budget. A motion was made, seconded, and unanimously carried out to approve Resolution 2022-16.

**2023 Capital Budget:**

Mr. Brockmann presented the board with the capital budget for 2023. He also reviewed the status of previously approved projects. Approval was requested for \$20,000 for Fitness Center equipment and \$50,000 for unexpected small works projects. A motion was made, seconded, and unanimously carried out to approve the 2023 capital budget.

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**Oasys/GreatAmerica Financial Services Copier Lease – 5 year:**

Mr. Brockmann presented a proposal to replace the District's two copier/printers with new equipment. This new lease would replace the current lease which expires in October 2023. The District is a member of King County Director's Association (KCDA) which is a purchasing cooperative providing centralized procurement services for public agencies. The "per image" rate is reduced in the new lease per AEPA/KCDA contract #IFP 021 C. Since the lease has a term of five years, it requires Board approval.

A motion was made, seconded, and unanimously carried out to approve the Oasys/Great America Financial Services copier lease for signature.

**OTHER BUSINESS**

**Resolution 2022-17 2023 Board Meeting Dates:**

Mr. Brockmann brought forth the resolution of approving and adopting the 2023 meeting schedule of the Board of Commissioners of Public Hospital District No. 304. A motion was made, seconded, and unanimously carried out to approve resolution 2022-17 2023 Board meeting dates.

**PeaceHealth Update:**

Mr. Johnston Provided a presentation with information on PeaceHealth United General Medical Center's FY23 1<sup>st</sup> quarter report.

**EXECUTIVE SESSION**

**Superintendent Evaluation and Employment Agreement per RCW 42.30.110:**

The Board went into Executive Session at 8:46 for approximately 10 minutes for the purpose of reviewing the Superintendent/CFO's evaluation and employment agreement. The Board returned to regular session at 8:58 with no action taken.

**OTHER BUSINESS CONT'D**

**Resolution 2022-18 Superintendent Employment Agreement:**

Ms. Tate presented the renewal of Mr. Brockmann's employment agreement with the District for another 3 year term beginning January 1, 2023. Ms. Voss stated the agreement largely remained intact with adjustments to Mr. Brockmann's annual salary and pension contribution. A motion was made, seconded and unanimously carried out to approve resolution 2022-18.

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**ADJOURNMENT**

The meeting adjourned at 9:01 a.m.

*Cheryl Ruff*

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*Amelia*

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*Jeri Kaufman*

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*Greg Kramer*

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