

**BOARD OF COMMISSIONERS  
REGULAR MEETING  
June 28, 2023**

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: Chuck Ruhl, Greg Thramer and Bob Stanley; Ted Brockmann, Superintendent/CFO; Vanessa Roldan, Senior Administrative Assistant; Mark Pearson, Active Living Manager; Chris Johnston, PeaceHealth Chief Administrative Officer. Commissioners Tina Tate and Jeri Kaufman 's absences were excused.

**CALL TO ORDER**

The meeting was called to order at 8:01 a.m. by Mr. Ruhl.

**PUBLIC COMMENT**

There was a brief public comment by Wende Dolstad regarding the District's website and availability of meeting minutes.

**CONSENT AGENDA**

**Consent Agenda:**

A motion was made, seconded, and unanimously carried to approve the "consent" agenda, including the minutes of the May 24<sup>th</sup>, 2023 regular meeting; written report from the Superintendent/CFO, Resolution 2023-11 – approving and ratifying investment of Hospital District funds by agent; District accounts payable vouchers #77094 - 77194; payroll vouchers #DD7494– DD7579; AHS accounts payable vouchers #31302-31304.

**OTHER**

**Active Living Pillar Update:**

Mr. Pearson provided an update about five programs in the Active Living Pillar: United Fitness Center, Yoga for Every Body, Skagit Nature Rx Program, Skagit Trail Builders, and Trek for Treasure. He also shared that he is currently in discussions with PeaceHealth regarding the development of an "Exercise is Medicine" type program.

**FINANCE**

**Finance Committee Report:**

Mr. Brockmann reviewed the May 2023 income statement and balance sheet for the District. He also reviewed Hospice of the Northwest financial statements for April 2023. A motion was made, seconded, and unanimously carried to approve the Finance Committee Report.

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REGULAR MEETING CONT'D  
June 28, 2023**

**OTHER BUSINESS cont'd**

**Policy Update:**

Mr. Brockmann presented minor changes to the following policies:

- Policy 103 Equal Employment Opportunity
- Policy 503 Infant-At-Work Program
- Policy 504 Use of Phone and Mail Systems
- Policy 508 Use of Equipment
- Policy 510 Emergency Closings
- Policy 514 Use of District Vehicle
- Policy 701 Employee Conduct and Work Rules
- Policy 703 Nondiscrimination/Anti-Harassment Policy and Complaint Procedure
- Policy 722 Workplace Etiquette
- Policy 812 Gifts
- Policy 814 Whistleblower
- Policy 822 Credit Card Use
- Policy 845 Procurement and Accounts Payable
- Policy 846 Electronic Funds Transfers
- Policy 852 Asset Management
- Policy 853 Contract Management

A motion was made, seconded, and unanimously carried to approve the above-mentioned policy updates.

**Peace Health Update:**

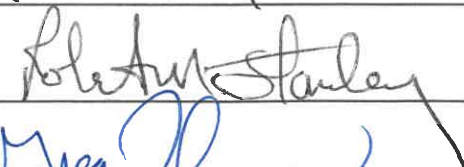
Mr. Johnston had no formal update but fielded some questions from the commissioners.

**ADJOURNMENT**


The meeting adjourned at 8:49 a.m.



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