

**BOARD OF COMMISSIONERS
REGULAR MEETING
July 26, 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, Bob Stanley, Jeri Kaufman and Tina Tate; Ted Brockmann, Superintendent/CFO; Carol Hawk, Chief Operating Officer; Vanessa Roldan, Senior Administrative Assistant; Chris Johnston, PeaceHealth Chief Administrative Officer; Crystal Espinoza, PeaceHealth Quality Program Lead.

Note: Commissioner Bob Stanley was excused at 8:43am

CALL TO ORDER

The meeting was called to order at 8:00 a.m. by Mr. Ruhl.

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 June 28th, 2023 regular meeting; written report from the Superintendent/CFO, District accounts payable vouchers #77195 - 77297; payroll vouchers #DD7580– DD7660; AHS accounts payable vouchers #31305.

FINANCE

Finance Committee Report:

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

OTHER BUSINESS

Commissioner Job Description

Mr. Brockmann presented a draft of the Skagit County PHD #304 Commissioner Roles & Responsibilities. A motion was made, seconded, and unanimously carried to approve the draft as final.

District Office Remodel Project

Mr. Brockmann presented the District Office Remodel Project and deferred to Ms. Hawk. Ms. Hawk reviewed the proposed building remodel plan with the board, and a vision of the different activities and programs that will utilize the space. Mr. Brockmann reviewed the total cost estimate provided by Carletti Architects for the project. Mr. Brockmann also mentioned facility upgrades will help prepare the District if a levy lift initiative is passed; leading to an increase in program activity on the United campus. Approval was requested for \$3,000,000 from the Board to move forward with the proposed improvements. A motion was made, seconded, and unanimously carried to approve.

**BOARD OF COMMISSIONERS
REGULAR MEETING CONT'D
July 26, 2023**

OTHER BUSINESS CONT'D

Pillar Update:

Ms. Hawk provided a highlights of District programs in May and June for the 6 pillars of well-being: Active Living, Community and Professional Education, Engaged Youth and Communities, Healthy Eating, Thriving Children and Families and Stewarding Assets and Opportunities.

Peace Health Update:

Ms. Espinoza, Quality Program Lead, reported on PeaceHealth quality metrics for the year through June 2023.

ADJOURNMENT

The meeting adjourned at 9:05 a.m.









