

**BOARD OF COMMISSIONERS  
REGULAR MEETING  
April 24, 2024**

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

**ATTENDANCE** Present were Commissioners: Greg Thramer, Bob Stanley, Tina Tate, Jeri Kaufman, Ashley Gregorius; Ted Brockmann, Superintendent/CFO; Carol Hawk, Chief Operating Officer; Vanessa Roldan, Office Supervisor; Kelly Rancourt, CPA Principal Clark Number; Chris Johnston, PeaceHealth Chief Administrative Officer; Ravneet Kaur, PeaceHealth Infection Preventionist & Quality Lead and Susanne Hancock, State Auditor attended the meeting through zoom; Note: Ms. Rancourt was excused at 8:35a.m.

**CALL TO ORDER**

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

**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 March 27<sup>th</sup>, 2024 regular meeting; written report from the Superintendent/CFO; District accounts payable vouchers #77931 - 78038; payroll vouchers #DD8353 - DD8452;

**FINANCE**

**Clark Number Audit Presentation:**

Ms. Kelly Rancourt from Clark Nuber reviewed the 2023 fiscal year audit for the District and Foundation. Ms. Rancourt stated there were no findings and praised Mr. Brockmann and the Fiscal Team for their quality work.

**Finance Committee Report:**

Ms. Tate presented the Finance Committee report for consideration and deferred to Mr. Brockmann for details. Mr. Brockmann reviewed the March 2024 income statement and balance sheet for the District. He also reviewed Hospice of the Northwest financial statements for February 2024. Additionally, he gave an update of future tax levy monies as it pertains to our agreement with PeaceHealth, as well as a cash flow projection. A motion was made, seconded, and unanimously carried to approve the Finance Committee Report.

**OTHER BUSINESS**

**District Office Remodel and Expansion**

Mr. Brockmann and Ms. Hawk gave a presentation on the District Office Remodel and Expansion Project. Approval was requested to increase the budget from \$3,000,000, previously approved in the July 2023 Board Meeting, to \$3,200,000 to move forward with the proposed improvements. A motion was made, seconded and unanimously carried to approve.

**PeaceHealth Quality Update**

Ms. Kaur, PeaceHealth Infection Preventionist & Quality Lead, presented the Quality Report, where she explained indicators on their charts and surveys for Clinical Excellence, Mortality, Catheter Associated Urinary Tract Infection, Overall Readmissions, CE Supplement, Sepsis.

**BOARD OF COMMISSIONERS  
REGULAR MEETING CONT'D  
April 24, 2024**

**ADJOURNMENT**

The meeting adjourned at 9:22 a.m.

Greg Kramer

Tom Stanley

Jeri Kaufman

Steve [Signature]

[Signature]