

**BOARD OF COMMISSIONERS  
REGULAR MEETING  
June 26, 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; Jill Sprouse, Engaged Youth and Communities Supervisor; Rachel Muia, Healthy Eating Supervisor; Vanessa Roldan, Office Supervisor; Chris Johnston, PeaceHealth Chief Administrative Officer; Bridget Taddonio, PeaceHealth Quality & Patient Safety Manager.

**Note:** Ms. Muia arrived at 8:05 am.

**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 May 22<sup>nd</sup>, 2024 regular meeting; written report from the Superintendent/CFO; Surplus Resolution 2024-04; District accounts payable vouchers #78159- 78272; payroll vouchers #DD8544 - DD8633; AHS accounts payable voucher #31317.

**FINANCE**

**Finance Committee Report:**

Ms. Tate presented the Finance Committee report for consideration and deferred to Mr. Brockmann for details. Mr. Brockmann reviewed the May 2024 income statement and balance sheet for the District. He also reviewed Hospice of the Northwest financial statements for April 2024. A motion was made, seconded, and unanimously carried to approve the Finance Committee Report.

**OTHER BUSINESS**

**Policy Updates**

Mr. Brockmann presented policy revisions – most were updated for readability – of the following:

- 101 Nature of Employment
- 102 Employee Relations
- 104 Business Ethics and Conduct
- 105 Hiring of Relatives
- 107 Immigration Law Compliance
- 108 Conflicts of Interest
- 110 Outside Employment
- 112 Confidentiality
- 114 Disability Accommodation
- 116 Job Posting
- 126 Exempt Status
- 202 Access to Personnel Files
- 203 Employment Reference Checks
- 204 Personnel Data Changes
- 210 Job Descriptions
- 216 Social Security Number Privacy
- 305 Holidays
- 501 Safety
- 512 Business Travel Expenses
- 854 De Minimis Rate for Grant Cost Allocation

A motion was made, seconded, and unanimously carried out to approve the aforementioned policy updates.

**BOARD OF COMMISSIONERS  
REGULAR MEETING CONT'D  
June 26, 2024**

**OTHER BUSINESS CONT'D**

**Youth in Action Updates**

Ms. Sprouse shared updates from the Engaged Youth & Communities Pillar, which included school-based youth programs, such as Peer 2 Peer and Youth United-Varsity in Volunteerism. Additionally, she shared information regarding various youth coalitions: Concrete Prevention Posse (Concrete Resource Coalition); B.E. Well (Burlington Health Community Coalition); and CAMP (Sedro-Woolley RISE Coalition).

Ms. Muia shared youth updates from the Healthy Eating Pillar. The Farm to School program is starting its 4<sup>th</sup> year of summer vocational learning for high school students. The summer program also provides leadership opportunities for the students by connecting them with middle school garden classes for the upcoming school year.

**PeaceHealth Quality Update**

Mr. Johnson introduced Ms. Taddonio as the new PeaceHealth Quality & Patient Safety Manager, who presented the Quality Report where she explained indicators on their charts and surveys for Clinical Excellence, Patient Experience, and Quality and Patient Safety Priorities FY2025.

**ADJOURNMENT**

The meeting adjourned at 9:13 a.m.









