

**BOARD OF COMMISSIONERS  
REGULAR MEETING  
September 25, 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, Jeri Kaufman, Ashley Gregorius and Tina Tate (via Zoom); Ted Brockmann, Superintendent/CFO; Mark Pearson, Active Living Manager; Amy Wilcox, Grant Writer & Resource Development Lead; Vanessa Roldan, Office Supervisor; Chris Johnston, PeaceHealth Chief Administrative Officer.

Notes: Ms. Hawk, Chief Operating Officer, was not in attendance; Ms. Kaufman was excused at 9:13 a.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 August 28<sup>th</sup>, 2024, regular meeting; written report from the Superintendent/CFO; District accounts payable vouchers #78495- 78609; payroll vouchers #DD8800 – DD8883; AHS accounts payable voucher #31318.

**FINANCE**

**Finance Committee Report:**

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

**2025 Preliminary Budget**

Mr. Brockmann presented the preliminary budget for the District. A motion was made, seconded, and unanimously carried out to approve the 2025 preliminary budget for publishing.

**OTHER BUSINESS**

**Policy Updates:**

Mr. Brockmann presented the revisions for the following policies:

- 334 Paid Time Off (PTO) Non-Exempt
- 335 Paid Time Off (PTO) Exempt
- 336 Paid Time Off (PTO) Administration

A motion was made, seconded, and unanimously carried to approve revised policies.

**Active Living Update:**

Mr. Pearson presented an update about the different programs that Active Living pillar oversees. Trek for Treasure, which has been gaining popularity through the years, had more than 350 teams and over 1,000 participants this past summer. The Fitness Center, which offers 33 classes a week, currently has more than 300 active members per month. With the return of instructor Lynne McNett, yoga classes have begun again at total capacity. Skagit Natural Rx is an instructor-led nature walk series for seniors or families with young children; Skagit Trail Builders has more than 50 volunteers that focus on designing, building and advocating for trails in Skagit County Parks.

**BOARD OF COMMISSIONERS  
REGULAR MEETING CONT'D  
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**Program Update:**



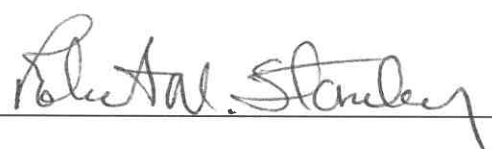


Ms. Wilcox presented the program update on behalf of Ms. Hawk, she provided highlights of the District Programs for the six pillars of well-being: Active Living, Community and Professional Education, Engaged Youth and Communities, Healthy Eating, Thriving Children and Families, and Stewarding Assets and Opportunities.

**PeaceHealth Update:**

Mr. Johnston answered questions regarding the construction project outside the Cancer Care Center, confirming the updated completion date is April/May 2025. Also, Mr. Johnston responded to cybersecurity questions and how they train staff to respond during these situations.

**ADJOURNMENT**

The meeting adjourned at 9:21 a.m.

  
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