

**BOARD OF COMMISSIONERS  
REGULAR MEETING  
October 23, 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; Ted Brockmann, Superintendent/CFO; Carol Hawk, Chief Operating Officer; Suzanne Carr, Visual Communications & Tech Supervisor; Amy Wilcox, Grant Writer & Resource Development Lead; Vanessa Roldan, Office Supervisor; Chris Johnston, PeaceHealth Chief Administrative Officer.

Notes: Ms. Taddonio, Quality & Patient Safety Manager, was not in attendance; Mr. Johnston was excused at 9:00 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 September 25<sup>th</sup>, 2024, regular meeting; written report from the Superintendent/CFO; District accounts payable vouchers #78610- 78704; payroll vouchers #DD8884 – DD8975.

**FINANCE**

**Resolution 2024-06 Adopt Budget and Tax Levies for 2025 and Approve Limit Factor for Property Tax Levy:**

Mr. Brockmann presented Resolution 2024-06 for the District to approve and adopt the District's Budget and Tax Levies for the calendar year 2025, and approve the limit factor for the District's regular property tax levy in the calendar year 2025. A motion was made, seconded, and unanimously carried to approve Resolution 2024-06.

**Resolution 2024-07 Approve Dollar Amount and Percentage Increase in Regular Property Tax Levy:**

Mr. Brockmann presented Resolution 2024-07 to approve the dollar amount and percentage increase in the District's regular property tax levy for the calendar year 2025. A motion was made, seconded, and unanimously carried to approve Resolution 2024-07.

**Finance Committee Report**

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

**OTHER BUSINESS**

**Resolution 2024-08 District Holidays:**

Mr. Brockmann presented Resolution 2024-08 District Holidays for the Calendar year 2025. A motion was made, seconded, and unanimously carried to approve Resolution 2024-08.

**BOARD OF COMMISSIONERS  
REGULAR MEETING CONT'D  
October 23, 2024**

**Proposed 2025 Board Meeting Scheduled**

Mr. Brockmann reviewed the proposed 2025 Board of Commissioners meeting schedule. No changes were made to the schedule and a resolution will be brought forth at the November 20 Board meeting for approval.

**Appoint Nominating Committee**

A committee consisting of Tina Tate, Greg Thramer and Ted Brockmann will meet to discuss nominations for next year's Board Officers.

**Consulting Work with JAYRAY:**

Ms. Carr presented the recommendations from JayRay, our marketing consultant, after conducting a community survey where the survey participation was disappointing, but the results received are indicators of the challenges that the District faces. Recommendations cover areas such as: embracing the brand equity we have; educating the community about what we do; brand strategy, messaging, communication plan; and the future steps to follow.

**Grant Research and Submitting Applications:**


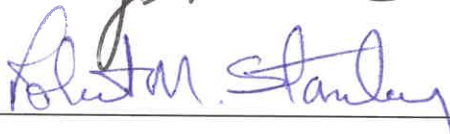
Ms. Wilcox explained the different types of existing grants (Governmental, Foundation, and Corporate); how the District determines which grants to apply for; the grant application process; and the steps to follow once the grant is awarded.



**PeaceHealth Update:**

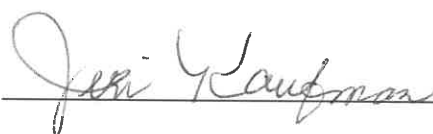
Ms. Taddonio was not in attendance. The presentation was just shared with the Board Packet, not during the meeting.

**ADJOURNMENT**

The meeting adjourned at 9:06 a.m.

  
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