



**PUBLIC HOSPITAL DISTRICT NO. 4, KING COUNTY**  
**Board of Commissioners**  
**April 7, 2016, 6:30 pm**  
**MINUTES**  
**Snoqualmie City Hall, Council Chambers, Snoqualmie, WA**

**PRESENT:**

Dariel Norris, President  
Joan Young, Vice President  
David Speikers, Secretary  
Gene Pollard, Commissioner  
Emma Herron, Commissioner

**ALSO PRESENT:**

Tom Parker, Interim CEO  
Jay Rodne, General Counsel  
Ann Macfarlane, Parliamentarian  
Valerie Huffman, Recorder

**EXECUTIVE SESSION:** The Board met prior to the regular business meeting for an executive session pursuant to RCW 42.30.110(g) to discuss a personnel matter. This session was duly noticed for 6:00 – 6:30 pm.

**CALL TO ORDER:** The regular business meeting was called to order by Pres. Norris at 6:30 pm with roll call, followed by the Pledge of Allegiance.

**APPROVAL OF AGENDA**

**A motion was made to approve the agenda with the category of Other added. M/Pollard S/Herron**

The motion unanimously carried.

**APPROVAL OF MINUTES –**

**A motion was made and seconded to approve minutes of March 3, 2016. M/Speikers, S/Young**

Discussion was about how much information to include in the minutes. **A motion was made and seconded to correct the minutes to limit public comment made by Scott Scowcroft to only what was stated at the meeting and not his full written letter. M/Pollard, S/Herron**

The motion for the proposed correction failed by a vote of 3-2.

The board will be making a decision on what to include in terms of Public Comment. This will be addressed in the upcoming bylaws revision as well.

**COMMUNICATIONS:**

Tom Parker, Interim CEO:

- Working on scheduling the next strategic planning session
- Verbal report was given to the board that included such topics as changes in direct reports, office space moves, Foundation, and adult family home update, among others.

**COMMITTEE REPORTS**

**1. Finance Committee Report - Approval of warrants, payroll and payroll taxes – February 2016.** Comm. David Speikers, Chairman of the Finance Committee, reported on the public meeting that was held on March 30, 2016 in which financial reports for February 2016 were reviewed. Comm. Speikers' comments included:

- \$124,000 ahead of budget
- Random audit of credit card expenses will be performed;
- Audit procedure explained

**1(a). Approval of Warrants, Payroll and Payroll taxes – February 2016.**

**A motion was made and seconded to approve total disbursements that included warrants, payroll and payroll taxes in the amount of \$3,022,110.22 for February 1 thru February 29, 2016 as recommended by the Finance Committee. M/Speikers, S/Young**

Following brief discussion, the motion passed by a vote of 4:1 with Comm. Pollard voting no.

**2. Medical Committee Report.** The Medical Committee met on March 15, 2016 and Comm. Young reported on various topics as referenced in the written minutes.

**2(a). Physician Credentialing.** The Medical Executive Committee met on March 28, 2016. Recommendation for approval of the providers listed below was made by the Medical Executive Committee and presented by Dr. Kim Witkop.

Initial Provisional:

- Pamila Keech, MD – Nephrology
- Ruben Krishnananthan, MD – Teleradiology
- Harold Prow, MD – Teleradiology
- Steven Sperling, MD – Teleradiology

Provisional to Courtesy Transition:

- Harry Conley, MD – Teleradiology
- Sonmath Prabhu, MD – Teleradiology

Active Staff Recredentialing

Duane A. Anderson, MD – Emergency Medicine  
Jonathan Halper, MD – Emergence Medicine  
Ron Spiegel, MD – Pediatrics  
Karen Tom, MD – Emergency Medicine

Courtesy Staff Recredentialing:  
Maria Chong, MD – Teleradiology

Resignations:  
Barbara Blankenship, MD – Teleradiology

**A motion was made and seconded to approve the recommendations for physician credentialing as presented Dr. Kim Witkop on behalf of the Medical Executive Committee. M/Young, S/Pollard**

There was no further discussion and the motion unanimously passed.

**3. Facilities Committee Report.** The Facilities Committee met on March 21, 2016 in an open public meeting. There was an extensive list of topics discussed to which Comm. Pollard highlighted a few, one specifically being an idea proposed from two community members who were present to potentially lease space on the East Campus for a dog daycare operation. A tour of the property has been given and a written proposal will be submitted to further explore this idea. Written minutes with more detail were provided to the board and available for the public.

**NOTE:** All written reports and/or presentations from each committee meeting are provided for the public and are part of the official record of the District. Additional copies are available upon written request. To hear the full discussion on each of the above committee reports, go to <http://www.snoqualmiehospital.org/audio>.

**NEW BUSINESS:**

**1. Resolution No. 504-0416 – Surplus Equipment.** A list of the specific items being requested for surplus is attached to the resolution as Exhibit A. There was brief discussion on the process of surplus equipment as well as assurance that staff looks into all donation possibilities. The District tries to donate any usable medical equipment to the H.E.L.P program once it's been surplus. In addition, it was pointed out that nothing can be donated, sold or otherwise, until it has been approved for surplus by the board.

**2. Moss Adams Audit.** It has been proposed that as part of a normal audit, Moss Adams will sample CEO credit card expenses. This can be done as part of the annual audit by Moss Adams, which is already scheduled, at an additional cost of approximately \$2,000. The cost would be much greater to have it done as an independent audit, at a potential cost of as \$7,000 – 10,000. The action item would be to direct staff to have Moss Adams include a review of CEO credit card expenditures, as part of the annual audit for FY 2015, at an estimated additional cost of \$2,000. The annual audit is scheduled to begin the week of April 25<sup>th</sup>. This is not routinely included in the annual audit due to the lower dollar amount. Steve Daniel, CFO, further clarified this audit is being requested because an allegation of potential fraud had been made at a public board meeting.

3. **Executive Compensation Survey Proposals.** Comm. Speikers recommended that this item be tabled and asked that each commissioner come up with their own written proposal for compensation to bring to next month's meeting for a vote. Pres. Norris suggested that this be made a priority. Comm. Herron suggested that to be fair, consideration should be given to raising Tom Parker's salary closer to that of the previous CEO until such time as the board adjusts the salary, rather than wait another 30 days.

**PUBLIC COMMENT:**

Carol Peterson, Snoqualmie

- Mrs. Peterson made inquiry as to the future of the COO position for the hospital.

Charles Peterson, Snoqualmie

- Appreciated the report given by Tom Parker, Interim CEO
- Curious how much savings there would be with closing the District Office
- Suggested that whatever salary is decided upon for the CEO, it can be made retroactively.

**NEW BUSINESS – Action items:**

1. **Resolution No. 504-0416 – Surplus Equipment.**

**A motion was made and seconded to adopt Resolution No. 504-0416 – Surplus Equipment. M/Pollard, S/Speikers**

There being no further discussion the motion was unanimously adopted.

2. **Moss Adams Audit.**

**A motion was made and seconded to direct staff to request Moss Adams, as part of their annual audit, to include a forensic review of credit card expenditures for January 2015, at an estimated cost of approximately \$2000. M/Speikers, S/Young**

There being no further discussion the motion unanimously passed.

3. **Executive Compensation Survey Proposals.**

**A motion was made and seconded to bring Interim CEO Tom Parker's compensation to the previous CEO salary for 30 days until the next public board meeting. M/Herron, S/Speikers**

**An amendment to the above motion was made and seconded to strike the 30 days and raise the salary to the same as the previous CEO until such time as the board adjusts the salary. M/Speikers, S/Pollard**

There being no objection to the amendment and no further discussion, the amendment unanimously passed.

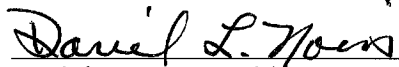
**The motion was restated with the amendment and seconded to bring Interim CEO Tom Parker's compensation to the level of the previous CEO until such time as the board makes further adjustment. M/Herron, S/Pollard**

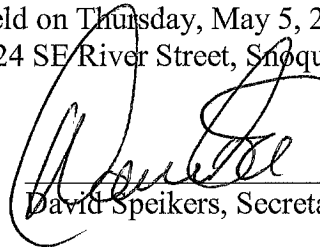
There was no further discussion and the motion, as amended, unanimously passed.

**There being no further business, the meeting was adjourned at 7:52 pm. M/Speikers, S/Pollard**

**NEXT SCHEDULED MEETING:**

Regular Monthly Business Meeting - will be held on Thursday, May 5, 2016, 6:30 pm, Snoqualmie City Hall, Council Chambers, 38624 SE River Street, Snoqualmie.

  
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Dariel Norris, President

  
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David Speikers, Secretary