



PUBLIC HOSPITAL DISTRICT NO. 4, KING COUNTY
Board of Commissioners
April 9, 2020, 6:30 pm
MINUTES
Snoqualmie Valley Hospital, Via Teleconference
Snoqualmie, WA

PRESENT:

Emma Herron, President
Dariel Norris, Vice President
Kevin Hauglie, Secretary
David Speikers, Commissioner
Jen Carter, Commissioner

ALSO PRESENT:

Kim Witkop, M.D., Interim Superintendent/CEO, CMO
Karyn Denton, COO/CNO
Patrick Ritter, CFO
Charles (Skip) Houser, General Counsel
Valerie Huffman, Clerk

CALL TO ORDER: The meeting was called to order by Pres. Herron at 6:30 pm, followed by roll call. This meeting was held via conference call only and all parties listed above were on the call. The call-in number had been provided on a Public Meeting Notice posted prior to the meeting. Vice President Norris joined the meeting at 6:50 pm.

Dr. Kim Witkop announced that this meeting was being recorded and following the guidance issued in the Governor Inslee's Proclamation 20-28 having to do with the Open Public Meeting Act and Public Records Act.

APPROVAL OF AGENDA

A motion was made and seconded to approve the agenda as written. M/Hauglie, S/Speikers

The motion passed by unanimous vote.

COMMUNICATIONS:

Pres. Herron shared communication that she received from a member of the public asking if the board would consider having a virtual board meeting so that the public could participate and offer public comments, something similar to zoom.

Kim Witkop, M.D., Interim Superintendent/CEO shared the following housekeeping items in addition to her report:

- Arrangements will be made with those commissioners that need to sign the minutes and summary of warrants over the next few days.
- A reminder was given that Public Disclosure reports are due April 15, 2020. As far as is known, there is no delaying the due date because of the current COVID crisis because it is an online report.
- Dr. Witkop presented her CEO report which consisted of a summary of all the work to date that has gone on at the hospital in response to the COVID crisis.

Skip Houser, General Counsel, presented a summary of the Governor's Proclamation regarding the Open Public Meeting Act and public records requests.

CONSENT AGENDA

In the minutes from March 12, 2020, under Called to Order, a correction was requested to change the name to Pres. Herron instead of Pres. Norris.

A motion was made and seconded to approve the consent agenda, with the correction made to the minutes as requested above. M/Speikers, S/Norris.

There was no further discussion and the motion unanimously passed.

COMMITTEE REPORTS

1. **Finance Committee Report - Approval of warrants, payroll and payroll taxes – February 1 thru February 29, 2020.** Commissioner Speikers reported on the February 2020 finances that were reviewed at the Finance Committee meeting held on April 7, 2020.

Written minutes were also provided. The committee will next meet on April 28, 2020 to review March 2020 finances.

1(a). **Approval of Warrants, Payroll and Payroll taxes – February 2020.**

A motion was made and seconded to approve total disbursements that includes payroll warrants, hospital and clinic payroll, auto deposits, hospital and clinic payroll taxes, retirement and matching plans, as well as all accounts payable warrants in the total amount of \$2,838,610.53 for February 1 thru February 29, 2020, as recommended by the Finance Committee. M/Speikers, S/Norris

The motion carried by unanimous vote.

2. **Medical Committee Report.** Written minutes from the April 7, 2020 meeting were provided as part of the board packet. A report on the meeting was given by Commissioner Norris. The committee will next meet on May 5, 2020.

3. **Facilities Committee Report.** Comm. Hauglie reported on items discussed in the Facilities Committee meeting held on March 23, 2019. The committee is scheduled to next meet on April 27, 2020. Written minutes were also provided.


Initials

NOTE: Any documents presented at this meeting are available upon request. Minutes and the audio recording are posted on the District Website at www.snoqualmiehospital.org under the Governance Page. For questions or further information, please contact Administration at 425.831.2362 or email valerieh@snoqualmiehospital.org.

OLD BUSINESS: None.

NEW BUSINESS: None.

PUBLIC COMMENT: None.

NEW BUSINESS – Action Items: None.

GOOD OF THE ORDER/COMMISSIONER COMMENT: Comments made by commissioners can be heard on the audio of this meeting posted on the District website.

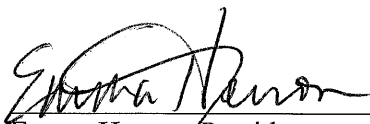
UPCOMING PUBLIC MEETINGS: Meeting locations TBD:

Work / Study: Wednesday, April 22, 2020, 6:30 pm

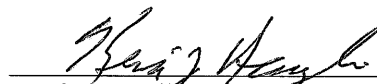
Affiliation Work / Study – Thursday, May 14, 2020, 4:30-6:00 pm

Monthly Business Meeting – Thursday, May 14, 2020, 6:30 pm

There being no further business the meeting was adjourned at 7:30 pm.



Emma Herron, President



Kevin Haughe, Secretary