



**PUBLIC HOSPITAL DISTRICT NO. 4, KING COUNTY**  
**Board of Commissioners**  
**May 14, 2020, 6:30 pm**  
**MINUTES**  
**Snoqualmie Valley Hospital**  
**VIA TELECONFERENCE**

**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 pursuant to Proclamation 20-28 issued by Washington State Governor Inslee. All parties listed above were on the call. The call-in number was provided on a Public Meeting Notice posted prior to the meeting.

**APPROVAL OF AGENDA**

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

**The motion passed by unanimous vote.**

**COMMUNICATIONS:**

Pres. Herron shared a memo written to her by Skip Houser, General Counsel wherein he provided an update from Governor Inslee on Proclamation 20.28.3. The deadlines in Proclamation 20.28 have now been extended to May 31, 2020 regarding the OPMA and public records requests.

Kim Witkop, M.D., Interim Superintendent/CEO her CEO report which had been incorporated into the board packet.

**CONSENT AGENDA**

**A motion was made and seconded to approve the consent agenda as proposed, which includes approval of minutes and physician credentialing. M/Norris, S/Hauglie.**

There was no further discussion and the motion unanimously passed.

**COMMITTEE REPORTS**

1. **Finance Committee Report - Approval of warrants, payroll and payroll taxes – March 1 thru March 31, 2020.** Commissioner Speikers, Finance Committee Chair, reported on the March 2020 finances that were reviewed at the Finance Committee meeting held on April 28, 2020.

Written minutes were also provided. The committee will next meet on June 3, 2020 to review April 2020 finances.

1(a). **Approval of Warrants, Payroll and Payroll taxes – March 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 \$2,640,239.82 for March 1 thru March 31, 2020, as recommended by the Finance Committee. M/Speikers, S/Herron**

The motion carried by unanimous vote.

2. **Medical Committee Report.** Written minutes from the May 5, 2020 meeting were provided as part of the board packet and reported by Commissioner Norris, Committee Chair. The committee will next meet on June 2, 2020.

3. **Facilities Committee Report.** Comm. Hauglie, Committee Chair reported on items discussed in the Facilities Committee meeting held on April 27, 2020. The committee is scheduled to next meet on May 27, 2020 (rescheduled from May 25, 2020 due to the holiday). Written minutes were also provided.


**NOTE: Any documents presented at this meeting are available upon request. Minutes are posted on the District Website at [www.snoqualmiehospital.org](http://www.snoqualmiehospital.org) under the Governance Page. For questions or further information, please contact Administration at 425.831.2362 or email [valerieh@snoqualmiehospital.org](mailto:valerieh@snoqualmiehospital.org).**

**OLD BUSINESS:** None.

**NEW BUSINESS:**

1. **Resolution No. 662.0520 re SBA Loan (CARES Act Payroll Protection Program).** This resolution was read in its entirety by Pres. Herron. This resolution is a requirement in conjunction with this SBA loan of \$3,900,000 that, under certain conditions, will convert to a grant. These monies are available through the CARES Act (Coronavirus Aid, Relief and Economic Security Act) program with the intent to keep employees employed during the pandemic. Discussion ensued.

**PUBLIC COMMENT:** None.

  
Initials

**NEW BUSINESS – Action Items:**

1. **Resolution No. 662.0520 re SBA Loan (CARES Act Payroll Protection Program).**

There was no further discussion on this resolution, however, was unanimously supported by a vote without a formal motion.

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

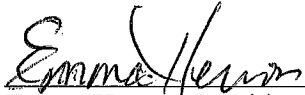
**UPCOMING PUBLIC MEETINGS:** Meeting locations TBD:

**Work / Study:** Wednesday, May 27, 2020, 6:30 pm

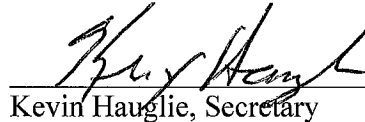
**Affiliation Work / Study –** Thursday, June 11, 2020, 4:30-6:00 pm

**Monthly Business Meeting –** Thursday, June 11, 2020, 6:30 pm

There being no further business the meeting was adjourned at 7:27 pm.



Emma Herron, President



Kevin Hauglie, Secretary