



PUBLIC HOSPITAL DISTRICT NO. 4, KING COUNTY
Board of Commissioners
June 11, 2020, 6:30 pm
MINUTES
Snoqualmie Valley Hospital
VIA Join.me

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 6:35 pm, followed by roll call. This meeting was held via join.me only pursuant to Proclamation 20-28 issued by Washington State Governor Inslee. All parties listed above participated. The information to attend the meeting virtually 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/Hauglie, S/Speikers

The motion passed by unanimous vote.

COMMUNICATIONS:

Pres. Herron shared information regarding a WSHA Webinar she attended regarding Board Succession Planning.

Kim Witkop, M.D., Interim Superintendent/CEO her CEO report which had been submitted as part of the board packet.

Skip Houser, General Counsel, provided an update on Proclamation 20-28-4 effective thru June 17, in

that it may continue thru July 1. However, regardless of any extension, the District would adhere to the King County Phase Approach Chart.

PRESENTATION: Eric Nicholson and Mathew Stopa from Moss Adams presented the Audited Financials for 2019. A hard copy of the report had been mailed to the commissioners prior to the meeting as well as having been provided in electronic form. A copy of the presentation slides, as well as the report itself is available upon request. In addition, the audit is available on the District website at www.snoqualmiehospital.org, Public Information page.

CONSENT AGENDA

A motion was made and seconded to approve the consent agenda as proposed, which includes approval of minutes and physician credentialing. M/Speikers, 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 – April 1 thru April 30, 2020.** Commissioner Speikers, Finance Committee Chair, reported on the April 2020 finances that were reviewed at the Finance Committee meeting held on June 3, 2020 via join.me.

Written minutes were also provided. The committee will next meet on July 7, 2020 to review May 2020 finances.

1(a). **Approval of Warrants, Payroll and Payroll taxes – April 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 \$3,408,164.17 for April 1 thru April 30, 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 June 2, 2020 meeting were provided as part of the board packet and reported by Commissioner Norris, Committee Chair. Commissioners Norris and Herron attended the meeting via teleconference. The committee will next meet on July 7, 2020.

3. **Facilities Committee Report.** Comm. Hauglie, Committee Chair, reported on items discussed in the Facilities Committee meeting held on May 27, 2020 via teleconference.

Some time was spent discussing the Certificate of Occupancy along with questions from the other commissioners. Skip Houser, General Counsel, gave some background and history on this topic as to some of the causes that this has not yet been completed. The committee is scheduled to next meet on June 22, 2020. 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 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:

1. **Bylaws Committee Retreat Discussion.** President Herron raised the idea of having a Bylaws Committee Retreat for the purpose of reviewing the current bylaws for any potential revision. Through discussion, it was agreed to have the committee review the bylaws first, and then give further consideration to scheduling a retreat. The Ad Hoc Bylaws Committee consists of Commissioners Kevin Hauglie and David Speikers, Dr. Kim Witkop and Skip Houser.

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.

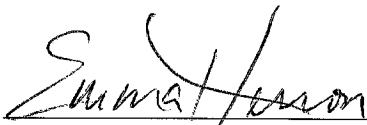
UPCOMING PUBLIC MEETINGS: Meeting locations TBD:

Affiliation Work / Study – Thursday, July 9, 2020, 4:30-6:00 pm

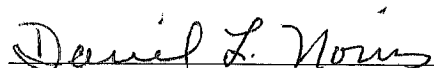
Monthly Business Meeting – Thursday, July 9, 2020, 6:30 pm

Education Work / Study – Wednesday, July 22, 2020, 6:30 pm

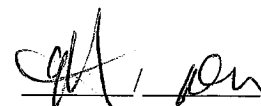
There being no further business the meeting was adjourned at 8:10 pm.



Emma Herron, President



Kevin Hauglie, Secretary



Initials