



PUBLIC HOSPITAL DISTRICT NO. 4, KING COUNTY
Board of Commissioners
September 10, 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
Sandra Stanger, Clerk

CALL TO ORDER: The meeting was called to order by Pres. Herron at 6:30pm, followed by roll call. This meeting was held via teleconference pursuant to Proclamation 20-28.88 issued by Washington State Governor Inslee. 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/Carter S/Norris

The motion passed by unanimous vote.

COMMUNICATIONS:

Pres. Herron read a short poem on leadership. Kim Witkop, M.D., Interim Superintendent/CEO/CMO verbally gave her report. Topics included:

- On track for Phase 1 Affiliation.
- We are being attentive to patients and staff with respiratory issues due to air quality.
- Continuing to watch federal funding plans closely. No additional funding any time soon.
Thanked the team for being good stewards with all of the added expenses.

- Positive COVID cases are still being seen in our community.
- Entering budget season.
- First phase of construction project for three negative airflow rooms has been accomplished. Project will be under the FEMA grant.
- Our Certificate of Occupancy project is finally approaching a close.

Skip Houser, General Counsel, stated that King County remains in Phase 2 which means we will continue to have meetings remotely. Governor’s Proclamation 20-28.9 extends 20.28.8 through Oct. 1, 2020. PRA exemptions and exceptions were also continued. Proclamation 20-64.1 pertains to requests for contact information gathered for COVID-19 will be denied. Congratulated Karyn on her work to secure the Certificate of Occupancy.

CONSENT AGENDA

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

There was no further discussion and the motion unanimously passed.

AUTHORIZATION – Action: Verbal authorization from President Herron and Secretary Hauglie for Dr. Kim Witkop to sign minutes and Physician Credentialing on their behalf.

COMMITTEE REPORTS

1. Finance Committee Report - Approval of warrants, payroll and payroll taxes – July 1 thru July 31, 2020. Commissioner Speikers, Finance Committee Chair, reported on the July 2020 finances that were reviewed at the Finance Committee meeting held on September 9, 2020 via teleconference.

Written minutes were also provided. The committee will next meet on September 29, 2020 to review August 2020 finances.

- President Herron gave permission for executive team to allow Piper Sandler to move forward on bond refinancing.

1(a). Approval of Warrants, Payroll and Payroll taxes – July 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 \$3,912,510.39 for July 1 thru July 31, 2020, as recommended by the Finance Committee. M/Speikers S/Herron

The motion carried by unanimous vote.

1(b). Authorization – Action: Verbal authorization from Secretary for Treasurer to sign on their behalf.

2. **Medical Committee Report.** Written minutes from the September 1, 2020 meeting were provided as part of the board packet and reported by Commissioner Norris, Committee Chair. Both Commissioners Norris and Herron attended the meeting via teleconference. The committee is scheduled to next meet on October 6, 2020.
3. **Facilities Committee Report.** Written minutes from the August 24, 2020 meeting were provided as part of the board packet and reported by Commissioner Hauglie, Committee Chair. Commissioner Hauglie attended the meeting via teleconference. The committee is scheduled to next meet on September 21, 2020.
4. **Ad Hoc Bylaws Committee Report.** No report at this time as there has been no activity.

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 sandras@snoqualmiehospital.org.

OLD BUSINESS: None.

NEW BUSINESS: EXECUTIVE SESSION – Pursuant to RCW 42.30.110(g) to evaluate the qualifications of an applicant for public employment. (Dial-in for Commissioners only)

1. CEO Interviews (interview order based on previous random selection: 1) Renee Jensen; 2) Eric Jensen; 3) Emmett Schuster)

ADJOURN TO EXECUTIVE SESSION at 7:35pm

RECONVENED at 10:42pm

ACTION ITEMS – VOTE

1. Offer of employment for CEO interim position. Commissioner Carter moved to make an offer of employment to Renee Jensen. Discussion ensued. **M/Carter S/Hauglie**

The motion carried 3-2. (Secretary Hauglie, Commissioners Speikers and Carter voted yes. President Herron and Vice President Norris voted no.)

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

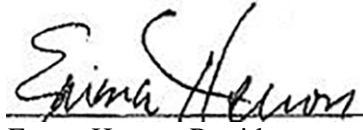
UPCOMING PUBLIC MEETINGS:

Education Work / Study – Wednesday, September 23, 2020, 6:30pm-8pm (via teleconference)

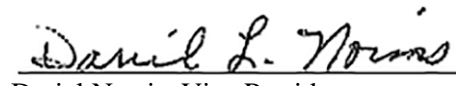
Affiliation Work / Study – Thursday, October 8, 2020, 4:30pm-6:00pm (location TBD)

Monthly Business Meeting – Thursday, October 8, 2020, 6:30pm (location TBD)

There being no further business the meeting was adjourned at 10:57pm.



Emma Herron, President



Dariel Norris, Vice President