



**PUBLIC HOSPITAL DISTRICT NO. 4, KING COUNTY**  
**Board of Commissioners**  
**October 8, 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 issued by Washington State Governor Inslee. The information to attend the meeting telephonically was posted prior to the meeting.

**APPROVAL OF AGENDA**

President Herron called for a motion to revise the agenda to delete the New Business section due to lack of exchange of information. Item is deferred to the Special 2021 Budget Meeting on November 6, 2020.

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

**The motion passed by unanimous vote.**

## COMMUNICATIONS:

Dr. Witkop reported:

- A Xenon light source has been purchased for removing coronavirus and other bacteria from patient's rooms. Following a traditional cleaning, the room is sealed and the light will disinfect the room.
- COVID-19 numbers continue to be robust. There was a recent outbreak at Salish Lodge. The King County Health Department was impressed with our processes and the availability we have for COVID testing in general, along with our offering of flu shots.
- We are in process of putting together a solution for clinic space during the winter months for those who have respiratory illnesses.
- Kudos to CFO Patrick Ritter, COO Karyn Denton and Finance Director Jim Baldauf who are deeply involved in doing the budget work.

General Counsel Houser reported:

- The Governor has obtained approval from legislative leaders to extend many proclamations to include OPMA and the Public Records Act through November 7th.
- A brief summary of how the process works: The Governor can enact emergency orders but cannot change statutory provision unless it goes beyond 30 days; that is why it is changed every 30 days. In Phase 3, a meeting can be held with up to 10 members, not of the same household, with social distancing requirements and wearing face masks. King County is currently in Phase 2.

## 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/Carter**

**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 – August 1 thru August 30, 2020.** Written minutes from the September 29, 2020 meeting for the August 2020 finances were provided as part of the board packet and reported by Commissioner Speikers, Committee Chair. Both Commissioners Speikers and Herron attended the meeting via teleconference. The committee is scheduled to next meet on October 27, 2020 to review September 2020 finances.

**1(a). Approval of Warrants, Payroll and Payroll taxes – August 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 \$2,714,837.25 for August 1 thru August 30, 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 October 6, 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 November 3, 2020.

**3. Facilities Committee Report.** Written minutes from the September 21, 2020 meeting were provided as part of the board packet and reported by Commissioner Hauglie, Committee Chair. Both Commissioners Hauglie and Carter attended the meeting via teleconference. The committee is scheduled to next meet on October 26, 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](http://www.snoqualmiehospital.org) under the Governance Page. For questions or further information, please contact Administration at 425.831.2362 or email [sandras@snoqualmiehospital.org](mailto:sandras@snoqualmiehospital.org).

**OLD BUSINESS:** LTGO Refinance

**~~NEW BUSINESS:~~** ~~CEO Contract and Salary~~

**PUBLIC COMMENT:** None.

**ACTION ITEMS – VOTE**

- 1. Commissioner Speikers made a motion adopting Resolution No. 666-1020 relating to contracting indebtedness; providing for the issuance, sale and delivery not to exceed \$16,800,000 aggregate principal amount of limited tax general obligation refunding bonds not to exceed 4.5% interest rate. Secretary Hauglie seconded the motion.**

The motion carried by unanimous vote.

**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, October 28, 2020, 6:30pm-8pm (via teleconference)

**Special 2021 Budget Meeting** – Friday, November 6, 2020, 4:30pm-6:00pm (via teleconference)

**Affiliation Work / Study** – Thursday, November 12, 2020, 4:30pm-6:00pm (location TBD)

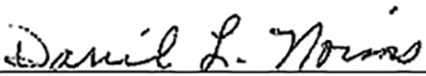
**Monthly Business Meeting** – Thursday, November 12, 2020, 6:30pm (location TBD)

There being no further business the meeting was adjourned at 7:45pm.



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Emma Herron, President



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Dariel Norris, Vice President