

## **Agenda**

- 1. 6:30PM - CALL TO ORDER/ROLL CALL**
- 2. 6:32PM – APPROVAL OF THE AGENDA - Action (vote)**
- 3. 6:35PM - BUSINESS FROM AUDIENCE – Information**
  - a. Public Comment (*please limit comments to 3 min.*)
- 4. 6:37PM - CONSENT AGENDA– See Separate Consent Agenda - Action (vote)**
- 5. 6:40PM – COMMUNICATIONS - Information**
  - a. Emma Herron, President
  - b. Skip Houser, General Legal Counsel
    - Query Board on Future Education – *Discussion*
  - c. CEO Report - Renée K. Jensen, CEO
- 6. 7:15PM – COMMITTEE REPORTS– Information/Discussion**
  - a. 7:15PM – Finance Committee – Commissioners Speikers/Herron
    - i. Approval of warrants, payroll and payroll taxes – Feb. 2021 – *Action (vote)*
  - b. 7:30PM – Medical Committee – Commissioners Herron/Norris
  - c. 7:40PM – Facilities Committee – Commissioners Hauglie/Carter
- 7. 7:50PM – NEW BUSINESS**
  - a. Resolution No. 676-0421 – Disposing of Surplus Equipment – *Action (vote)*
- 8. 7:55PM – GOOD OF THE ORDER/COMMISSIONER COMMENT**
- 9. 8:00PM – EXECUTIVE SESSION - Discussion**

Executive Session is convened to discuss the following topic, as permitted by the cited sections of the Revised Code of Washington (RCW 42.30.110).

(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

## **10. 8:15PM - ADJOURNMENT**

### *Upcoming Meetings - Information*

- Education Work/Study – Thursday, May 13, 2021, 4:30-6:00pm
- Monthly Business Meeting – Thursday, May 13, 6:30pm

1. Work Study Minutes – March 11, 2021
2. Regular Meeting Minutes – March 11, 2021
3. Physician Credentialing
  - a. John Sindorf, MD – Psychiatry - Renewal
  - b. Mark Mayhle, MD – Radiology - Renewal
  - c. John McGowan, MD – Radiology - Renewal
  - d. Nancy Neubauer, MD – Radiology - Renewal
  - e. Mark John Pfleger, MD – Radiology – Renewal
  - f. Colyn Nouv, DPM – Podiatry – Provisional to Affiliate Status
4. Authorization: Verbal authorization from President Herron and Secretary Hauglie for CEO to sign minutes and Physician Credentialing on their behalf.
5. Authorization: Verbal authorization from Secretary Hauglie for Treasurer to sign on their behalf.



**DRAFT**

**PUBLIC HOSPITAL DISTRICT NO. 4, KING COUNTY**  
**Board of Commissioners**  
**March 11, 2021**  
**MINUTES**  
**WORK/STUDY**  
**4:30pm-6pm**  
**Via Zoom**

**PRESENT:**

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

**ALSO PRESENT:**

Renée Jensen, CEO  
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 4:30pm followed by roll call. This meeting was held via Zoom virtual meeting pursuant to Proclamation 20-28 issued by Washington State Governor Inslee. All parties listed above were on the call. For public attendance the call-in number was posted prior to the meeting.

**APPROVAL OF AGENDA:**

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

The motion unanimously passed.

**PUBLIC COMMENT:** None.

**TOPIC OF DISCUSSION:**

1. Executive Reports
  - a. CEO – Renee Jensen: Report given.
  - b. COO – Karyn Denton: Report given.

2. Strategic Planning Continuation - Renee Jensen, CEO

a. American Hospital Association Environmental Scan 2020

- *Were you surprised by anything?*
- *Is there anything that stands out that we should have our eyes on?*
- *Any COVID impacts or changes that occurred in 2020 that we should embrace going forward?*
- *Are we doing anything today that we should consider doing different tomorrow?*

b. Community Health Needs Assessment

c. Planning Process Questions

Minutes of this meeting, once approved, are available on the District's website at [www.snoqualmiehospital.org](http://www.snoqualmiehospital.org) under the Governance page. Copies of any presentations and/or documents are available upon request by contacting Administration at 425.831.2362.

**UPCOMING PUBLIC MEETINGS:**

Monthly Business Meeting – Thursday, March 11, 2021 – 6:30pm

Education Work/Study – Thursday, April 8, 2021 – 4:30pm-6pm

Monthly Business Meeting – Thursday, April 8, 2021 – 6:30pm

The meeting adjourned at 5:35 pm.

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Kevin Hauglie, Secretary

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Sandra Stanger, Recording Clerk

**DRAFT**



**PUBLIC HOSPITAL DISTRICT NO. 4, KING COUNTY**

**Board of Commissioners**

**March 11, 2021, 6:30 pm**

**MINUTES**

**Snoqualmie Valley Hospital**

**Via Zoom**

**PRESENT:**

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

**ALSO PRESENT:**

Renée Jensen, CEO  
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 Zoom pursuant to Proclamation 20-28 issued by Washington State Governor Inslee. The information to attend the meeting was posted prior to the meeting.

**APPROVAL OF THE AGENDA:**

**Commissioner Carter made a motion to add an executive session to the agenda to discuss the performance of a public official under RCW 42.30.110(f)**

**Commissioner Carter called for a roll call vote due to the difficulty of a combined virtual/telephonic meeting. The motion carried 4-1 (Commissioners Carter, Hauglie, Speikers and Norris voted yes. President Herron abstained.)**

**A motion was made and seconded to approve the agenda as amended. M/Carter S/Norris**

**There was no further discussion and the motion passed.**

**PUBLIC COMMENT:** Bryan Holloway, City Councilmember in attendance – no comment.

## **CONSENT AGENDA**

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

**There was no further discussion and the motion unanimously passed.**

## **COMMUNICATIONS:**

- President Herron: Requested General Counsel Houser to discuss governance and fiduciary responsibilities at a future meeting.
- General Counsel Houser: Update on Governor's proclamation.
- CEO Report: Reference CEO Report. Shared patient story.

## **COMMITTEE REPORTS**

**1. Finance Committee Report - Approval of warrants, payroll and payroll taxes – January 1 thru January 31, 2020.** Written minutes from the March 2, 2021 meeting for the January 2021 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 Zoom. The committee is scheduled to next meet on March 30, 2021 to review February 2021 finances.

**1(a). Approval of Warrants, Payroll and Payroll taxes – January 2021.**

**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 \$3,464,715.83 for January 1 thru January 31, 2021, as recommended by the Finance Committee.**

**M/Speikers S/Hauglie**

**The motion carried by unanimous vote.**

**2. Medical Committee Report.** Written minutes from the March 2, 2021 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 Zoom. The committee is scheduled to next meet on April 6, 2021.

**3. Facilities Committee Report.** Written minutes from the February 23, 2021 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 Zoom. The committee is scheduled to next meet on March 24, 2021.

**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.

**NEW BUSINESS:** None

**GOOD OF THE ORDER/COMMISSIONER COMMENT:** Comments praising the staff were made by Commissioners.

**EXECUTIVE SESSION:**

Executive Session is convened to discuss the following topics, as permitted by the cited sections of the Revised Code of Washington (RCW) 42.30.110:

1. (o) To consider information regarding staff privileges or quality improvement committees under RCW 70.41.205.
2. (f) To receive and evaluate complaints brought against a public officer.

**ADJOURN TO EXECUTIVE SESSION** at 7:35pm

**RECONVENED** at 8:07pm

**ADJOURNED** at 8:09pm

**UPCOMING PUBLIC MEETINGS:**

**Education Work/Study** – Thursday, April 8, 2021, 4:30-6:00pm

**Monthly Business Meeting** – Thursday, April 8, 2021, 6:30pm

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Kevin Hagualie, Board Secretary

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Sandra Stanger, Recording Clerk

**“A hero is someone who has given his or her life to something bigger than oneself.”  
– Joseph Campbell**

## **Growth**

*Growth initiatives must be measurable, consistent with our mission, financially sustainable, and responsive to the health needs of those we serve.*

- **COVID Testing** – COVID testing continues in the morning hours. With spring break coming we have seen increased demand for testing. We are working with our team to determine if moving the testing to the Ridge clinic is possible. This would allow us to expand hours of testing, schedule appointment times and increase hours available for vaccination.
- **ED Physician Outreach** – Drs. Tanner and Shipley have been making personal visits and outreach to all of the local fire and EMS providers. These meetings have gone very well and are helping to strengthen the working relationships between the hospital and local EMS providers.
- **Ridge Clinic Expansion** – Demolition began this month on the interior of the clinic. We are working diligently with the contractor and our team to get this project completed by early July. We would like to have a grand opening/open house to really engage the community and create excitement about the walk in/Urgent care/immediate care option on the Ridge.
- **Social Media** – our social media posts about the mass vaccination clinic went wild! We had over 3,000 views and many shares. This is more than any other outreach in history of the organization. We are working closely with the county stakeholders to begin messaging the “new normal”. This will be a statewide approach to help inform the public on important public health related information. This will ensure that we can be our communities trusted source for information and provide one place for everyone to get reliable information locally.
- **Website** – Have you seen the new look of our website!?! We are doing a lot of work with updating information, improving navigation and transforming our website into a valuable resource for our community.

## **Quality**

*The commitment and continuing efforts to use measurable interventions to propel and sustain improvement that contributes to better patient outcomes, better system performance, and more satisfying experiences.*

- **Quarterly Medical Staff meeting** – CMO Thompson and CEO Jensen hosted their first Quarterly all medical staff meeting. The meeting was held in person and had good attendance from all disciplines. The providers had an opportunity to get to know the new CMO, receive



organizational updates, and provide input and feedback for the strategic plan. The providers were excited to be asked to participate and helped to shape initiatives that will be incorporated into the plan.

- **East Side Health Network ACO** – The Eastside Health Network mailed 2020 Q4 Care Management Funds in March. “To continue with the quarterly fund’s distribution for 2020, and for this final 2020 payment, EHN is happy to be able to continue to distribute care management funds to our primary care providers at 100% of the Practice Engagement and Clinical Care scoring methodology. Understanding the extreme hardship which was placed on your practice by COVID-19, we hope that our providing full credit for the Q4 requirements will aid and assist with your clinic operations”.
- **Laboratory Medical Director** – In the past, Dr. Witkop had been the acting medical director for the laboratory. This is a required position which will be replaced with a Pathologist from Northwest Pathology. This pathologist will do quarterly visits and consult with the lab team on an as needed basis.
- **Healthcare worker travel** – consistent with the CDC recommendations, we are implementing a policy requiring a quarantine period for staff traveling out of the country. Staff will work with our Infection preventionist prior to travel to develop a back to work plan.
- **Pharmacy Recognition** – Our pharmacy staff were recognized in a widely distributed Washington State University digital publication for their work in supporting student interns. Our team has helped to assist the growth and development of pharmacy students through a very successful partnership with the WSU program. Congrats team!
- **Bed Capacity Waiver** – DOH has approved a bed capacity limit waiver extension. SVH will be exempt from the 25 bed capacity limit through the end of 2021. We will be able to have a daily census up to 28 beds without compromising our CAH license.

## Relationships

*Relationships are at the core of our existence. Relationships, based on mutual respect and trust, are interactions that will make us better as individuals and an organization.*

- **COVID Vaccinations** – We completed our first mass vaccination event on March 28<sup>th</sup> in partnership with the city of Snoqualmie and Snoqualmie Fire Department. We had over 1,000 appointments scheduled for the day. Staff and volunteers braved the pouring down rain and windy conditions to provide over 800 vaccinations. No show rates across the state are averaging about 10-15%, in line with what we experienced. The event went very smoothly with short wait times and excellent coordination by all three partners.
- **King County Public Health** – We are working very closely with the King County Public Health department on the next phase of vaccination efforts in our area. We are making an effort to ensure we are reaching the underserved, elderly and minority populations in our area. Without additional partnerships or funding, SVH will not plan to do vaccinations past June 30<sup>th</sup> as it is

currently supported with CARES funding which will expire at the end of June. KCPH is working to develop the county wide vaccination plan that SVH may have an option of participating pending many TBD details.

- **ED Manager** – Our ED manager is out on leave. We have worked very closely with the Overlake team to ensure coverage while she is out. This has been a great opportunity to strengthen the relationship between the two facilities.
- **Team Development** – as part of the strategic planning process we are working with the “operations group” to establish a newly formed “leadership team”. This team has been working on team norms and positioning the group to work effectively as a team to support execution of the strategic plan.
- **WSHA Committees** – CEO Jensen participated with the WSHA strategic planning committee this month. This is the year that WSHA renews its strategic plan, it is an honor for Snoqualmie to help shape the future efforts of the association and ensure the voice of rural hospitals are heard and at the table.

## Finance

*Balanced budget, positive cash flow, debt repayment and positive financial returns on District investments.*

- **See finance summary prepared by CFO Ritter for more details on financial performance.**
- **Cost Report** – Cost report and COVID funding review efforts continue with the DZA accountants.
- **SBA PPP** - The SBA PPP loan forgiveness for the hospital has been approved for the full amount of the original loan. Thanks to the diligent work of CFO Ritter the monies received to offset the impacts of COVID through the SBA will not need to be repaid.

## Operations

*Functions or activities of an organization that are necessary to run its business and to support the core functions of treatment and payment.*

- **Electronic Medical Record (EMR)** – The executive team is beginning the due diligence process to determine the best options for a new EMR. The choices are somewhat limited in our region based on our size, budget and ease of integration with other regional facilities. Exploratory meetings are occurring; CFO Ritter will be leading our team in this adventure.
- **Mass Vaccination Event** – On March 28<sup>th</sup> we had an extremely successful event in partnership with Snoqualmie Fire and the City of Snoqualmie. It was extremely well organized, fast, efficient and a crowd pleaser. Even with a high no show rate, we were able to vaccinate over 800 people in one day! A huge thank you to our partners, volunteers and staff.
- **Strategic Planning** – Our strategic planning is in full swing! We are gathering stakeholder input from all levels of the organization. We have completed 4 of the 5 board of commissioner sessions and look forward to planning a group session soon. Strong themes around growth,

staff development/investment, core values and infrastructure improvement are emerging with the early planning.

- **Dr. Witkop transition** – We are complete with the leadership transition tasks. Dr. Witkop will be officially complete with hospital business on April 3<sup>rd</sup>.

***Respectfully Submitted,***

***Renée K. Jensen***

# PUBLIC HOSPITAL DISTRICT NO. 4, KING COUNTY

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FEBRUARY 2021 FINANCE COMMITTEE

SLIDES

MARCH 30, 2021

# Financial Statements

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KING COUNTY HOSPITAL DISTRICT # 4  
HOSPITAL & CLINICS COMBINED  
STATEMENT OF OPERATIONS  
ACTUAL vs BUDGET  
FEBRUARY 2021

CURRENT MONTH				YEAR TO DATE				
ACTUAL	BUDGET	VARIANCE	% VARIANCE		ACTUAL	BUDGET	VARIANCE	% VARIANCE
\$ 3,118,738	\$ 3,092,523	\$ 26,215	1%	NET PATIENT SERVICE REVENUE	\$ 6,733,735	\$ 6,509,067	\$ 224,668	3%
79,137	78,727	410	1%	TAXATION FOR OPERATIONS	156,928	165,888	(8,960)	-5%
30,112	44,203	(14,091)	-32%	OTHER	78,083	89,311	(11,228)	-13%
3,227,987	3,215,453	12,534	0%	TOTAL OPERATING REVENUE	6,968,746	6,764,266	204,480	3%
				OPERATING EXPENSES				
1,455,404	1,657,285	201,881	12%	SALARIES	2,957,184	3,314,570	357,386	11%
382,790	385,504	2,714	1%	EMPLOYEE BENEFITS	815,915	771,008	(44,907)	-6%
473,958	321,229	(152,729)	-48%	PROFESSIONAL FEES	980,328	643,479	(336,849)	-52%
271,104	254,720	(16,384)	-6%	SUPPLIES	569,175	508,440	(60,735)	-12%
14,065	21,639	7,574	35%	REPAIRS AND MAINTENANCE	43,632	43,278	(354)	-1%
40,482	36,262	(4,220)	-12%	UTILITIES	90,650	72,524	(18,126)	-25%
334,729	327,921	(6,808)	-2%	PURCHASED SERVICES	717,886	655,842	(62,044)	-9%
21,450	14,583	(6,867)	-47%	INSURANCE	28,616	29,166	550	2%
56,459	63,641	7,182	11%	LEASE AND RENTALS	119,494	127,282	7,788	6%
320,988	328,882	7,894	2%	DEPRECIATION	658,780	657,764	(1,016)	0%
48,120	46,462	(1,658)	-4%	OTHER	91,320	94,820	3,500	4%
3,419,549	3,458,128	38,579	1%	TOTAL OPERATING EXPENSES	7,072,978	6,918,173	(154,805)	-2%
(191,562)	(242,675)	51,113	21%	OPERATING INCOME	(104,232)	(153,907)	49,675	32%
6,977	9,666	(2,689)	-28%	INVESTMENT INCOME, NET OF AMOUNT CAPITALIZED	14,626	20,367	(5,741)	-28%
270,811	234,983	35,828	15%	TAXATION FOR BOND PRINCIPAL & INTEREST	526,076	495,143	30,933	6%
(426,603)	(427,197)	594	0%	INTEREST EXPENSE, NET OF AMOUNT CAPITALIZED	(854,335)	(855,543)	1,208	0%
(9,096)	(9,096)	(0)	0%	BOND ISSUANCE AND FINANCING COSTS	(18,193)	(18,192)	(1)	0%
166,836	133,691			NON OPERATING REV - STIMULUS	435,336	281,706		
-	10,733	(10,733)	-100%	OTHER NET	372	22,615	(22,243)	-98%
8,924	(47,220)	22,999	49%	NON OPERATING, NET	103,883	(53,904)	4,157	8%
(182,638)	(289,895)	107,257	37%	CHANGE IN NET POSITION	(349)	(207,811)	207,462	100%
-	-			NET POSITION BEGINNING OF YEAR	-	-	-	
\$ (182,638)	\$ (289,895)	\$ 107,257	37%	NET POSITION	\$ (349)	\$ (207,811)	\$ 207,462	100%

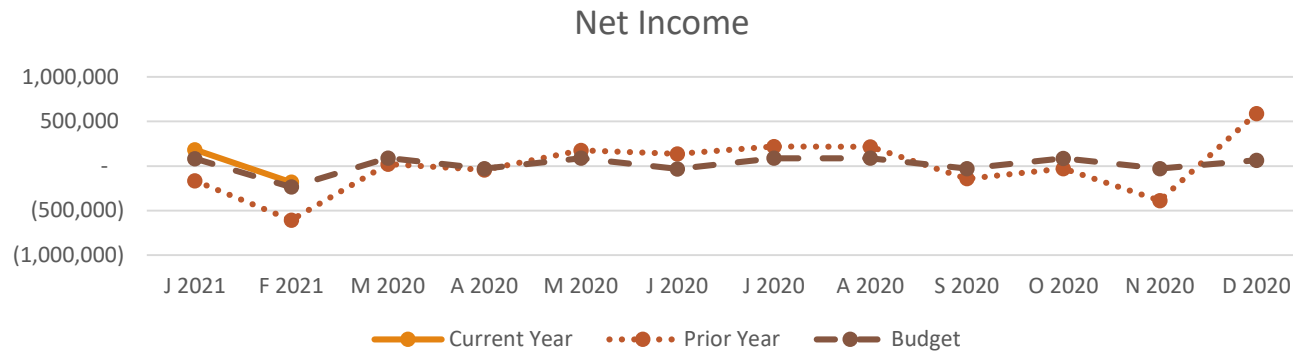
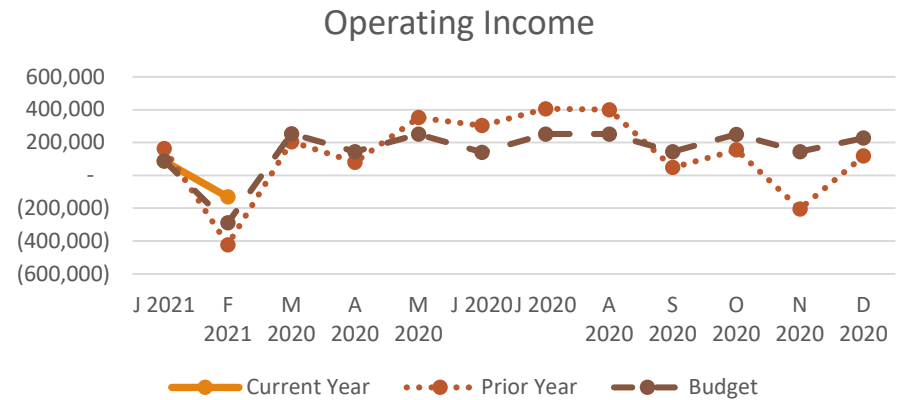
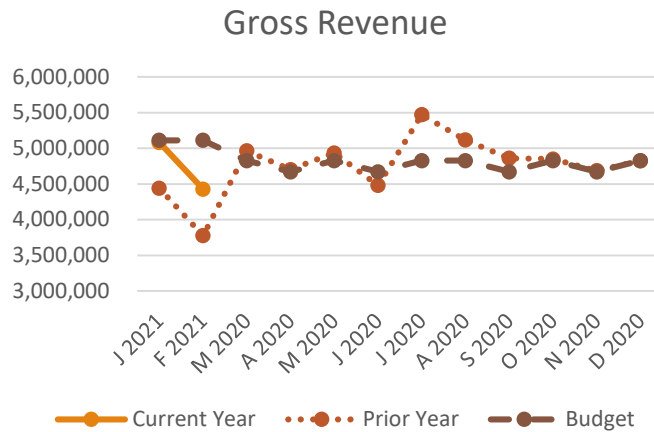
SNOQUALMIE VALLEY HOSPITAL COMBINED BALANCE SHEET	JANUARY 2021	FEBRUARY 2021
ASSETS		
<b>CURRENT ASSETS</b>		
UNRESTRICTED CASH	13,311,541	13,013,602
BOARD RESTRICTED FUNDS	102,277	102,277
CMS ADVANCE PAYMENT	11,027,886	11,027,886
MANDATED RESERVE FUNDS	8,933,129	8,999,597
<b>TOTAL CASH</b>	<b>33,374,832</b>	<b>33,143,361</b>
ACCOUNTS RECEIVABLE	8,848,022	8,720,338
LESS A/R ALLOWANCES	2,239,407	2,207,029
COST REPORTS RECEIVABLE	121,956	121,956
EMR MEANINGFUL USE	197,177	197,177
<b>TOTAL NET RECEIVABLE</b>	<b>6,927,748</b>	<b>6,832,442</b>
TAXES RECEIVABLE	4,090,071	4,121,574
INVENTORY	267,756	260,582
PREPAID EXPENSES	2,814	9,739
INTANGIBLE ASSETS	3,162,065	3,152,968
OTHER RECEIVABLES	70,450	61,534
<b>TOTAL CURRENT ASSETS</b>	<b>47,895,736</b>	<b>47,582,201</b>
<b>FIXED ASSETS</b>		
LAND AND IMPROVEMENTS	26,604,969	26,604,969
BUILDINGS	32,451,609	32,453,337
MOVABLE EQUIPMENT	8,878,330	8,878,330
INFORMATION SYSTEMS	4,677,776	4,702,979
RIGHT TO USE ASSET	1,043,127	977,393
LESS: ACCUMULATED DEPRECIATION	22,679,632	22,934,886
<b>NET FIXED ASSETS</b>	<b>50,976,179</b>	<b>50,682,121</b>
<b>TOTAL ASSETS</b>	<b>98,871,915</b>	<b>98,264,322</b>

SNOQUALMIE VALLEY HOSPITAL COMBINED BALANCE SHEET	JANUARY 2021	FEBRUARY 2021
<b>LIABILITIES AND FUND BALANCES</b>		
<b>CURRENT LIABILITIES</b>		
NOTES PAYABLE	966,000	966,000
COST REPORTS PAYABLE	-	-
ACCOUNTS PAYABLE	1,045,850	979,465
ACCRUED PAYROLL & TAXES	2,238,790	2,296,763
ACCRUED INTEREST (BONDS)	523,925	672,689
OTHER CURRENT LIABILITIES	(37,071)	(57,181)
CURRENT PORTION LONG TERM DEBT	1,797,917	1,756,250
CMS ADVANCE PAYMENT PAYABLE	11,027,886	11,027,886
DEFERRED STIMULUS REVENUE	4,761,078	4,594,242
DEFERRED TAX REVENUE	3,617,630	3,361,847
<b>TOTAL CURRENT LIABILITIES</b>	<b>25,942,004</b>	<b>25,597,960</b>
<b>LONG TERM LIABILITIES</b>		
LIABILITY RIGHT TO USE ASSET	1,103,716	1,022,805
LONG TERM LIABILITIES (LTGO BONDS)	45,790,000	45,790,000
REVENUE BONDS	45,453,321	45,453,321
<b>TOTAL LONG TERM LIABILITIES</b>	<b>92,347,038</b>	<b>92,266,126</b>
<b>EQUITY/FUND BALANCE PERIOD END</b>	<b>(19,417,126)</b>	<b>(19,599,764)</b>
<b>TOTAL LIABILITY + EQUITY/FUND BALANCE</b>	<b>98,871,915</b>	<b>98,264,322</b>



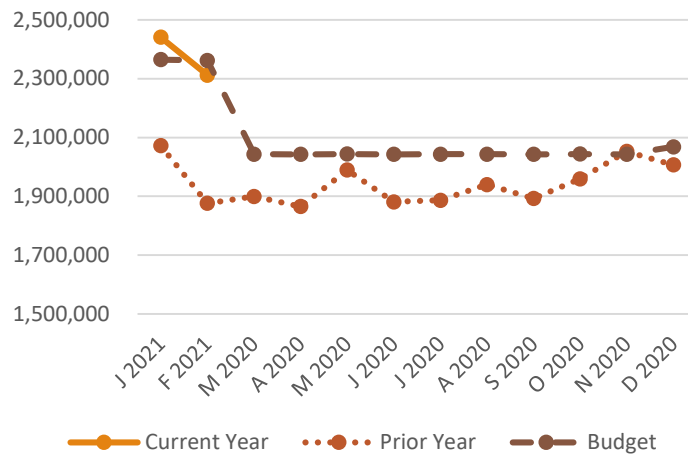
STATEMENT OF CASH FLOWS		
SOURCE AND APPLICATION OF FUNDS	JANUARY 2021	FEBRUARY 2021
<b>Net Income</b>	182,289	(182,638)
Add (Deduct) items not affecting cash:		
Depreciation expense	281,326	255,254
(Increase) decrease in accounts receivable	353,045	95,306
(Increase) decrease in current assets		
Tax Receivable/Other Receivable	(3,997,445)	(22,588)
Inventory	10,822	7,174
PrePaid Expenses	34,917	(6,924)
Intangible Assets	9,096	9,096
Increase (decrease) in current liabilities		
Notes and Loans Payable	966,000	-
Accounts Payable	100,449	(66,384)
Accrued Payroll & Taxes	116,522	57,973
Accrued Interest (Bonds)	148,763	148,763
Other Current Liabilities	3,960	(20,110)
Deferred Stimulus Funds	(268,500)	(166,836)
Current Long Term Debt	1,778,333	(41,667)
Deferred Tax Revenue	3,668,700	(255,783)
Other (net)	-	-
<b>Net Cash provided by operating activities</b>	3,388,279	(189,364)
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>		
Investment in plant and equipment		
Land	-	-
Buildings	(12,678)	(1,728)
Equipment	(990,044)	(25,203)
Right to Use Assets	192,584	65,734
<b>Net cash used for investing activities</b>	(810,138)	38,804
<b>CASH FLOW FROM FINANCING ACTIVITIES</b>		
Change in long-term liabilities	(2,005,928)	(80,911)
<b>Increase (decrease) in cash</b>	<b>\$ 572,212</b>	<b>\$ (231,471)</b>
<b>Beginning Cash Balance</b>	32,802,620	33,374,832
<b>Ending Cash Balance</b>	<b>33,374,832</b>	<b>33,143,361</b>
	-	-
<b>Increase (decrease) in cash</b>	572,212	(231,471)

# Financial Dashboards (Revenue & Income)

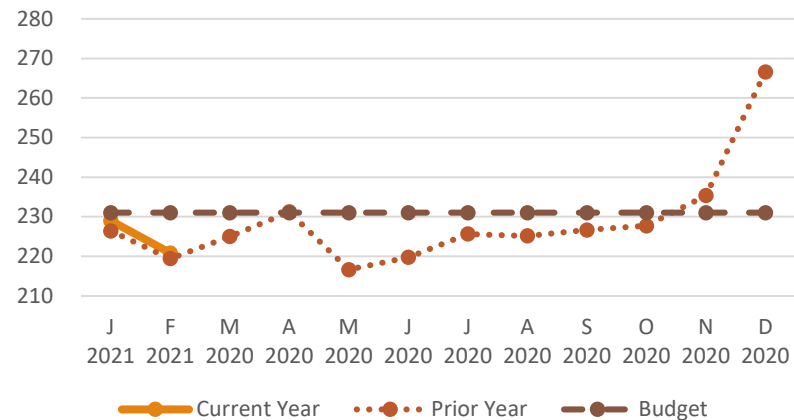


# Financial Dashboards (Expenses)

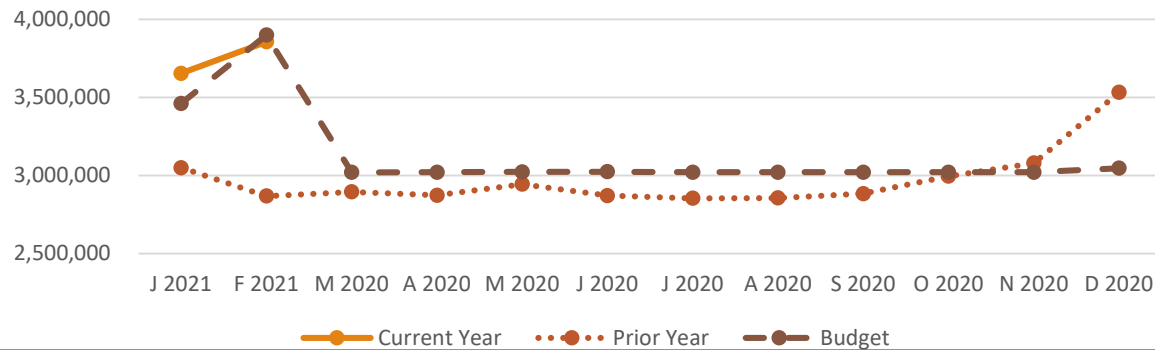
## Salary Wages and Benefits



## FTEs

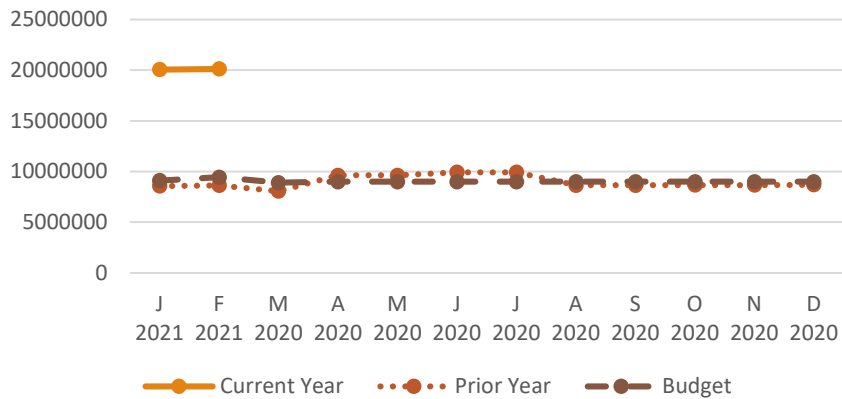


## Operating Expenses

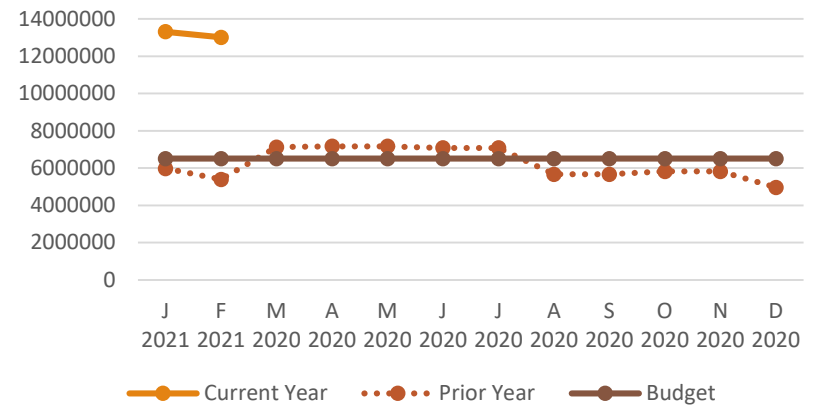


# Financial Dashboards (Cash)

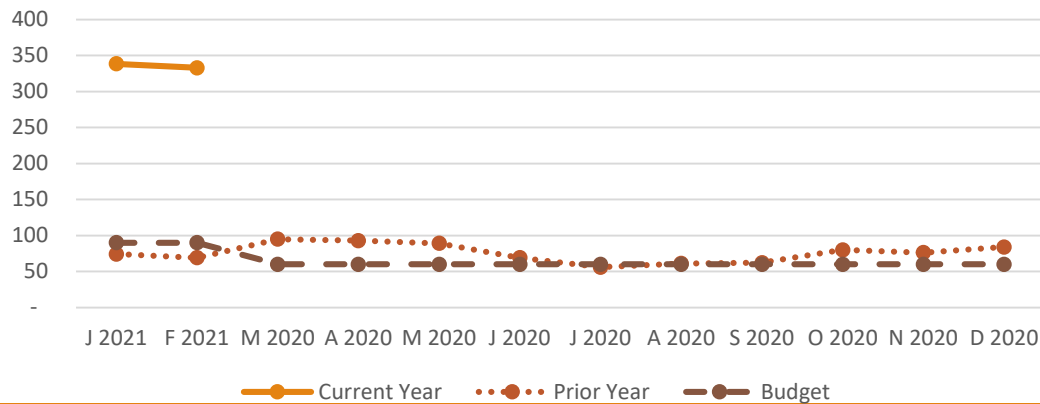
## Restricted Cash



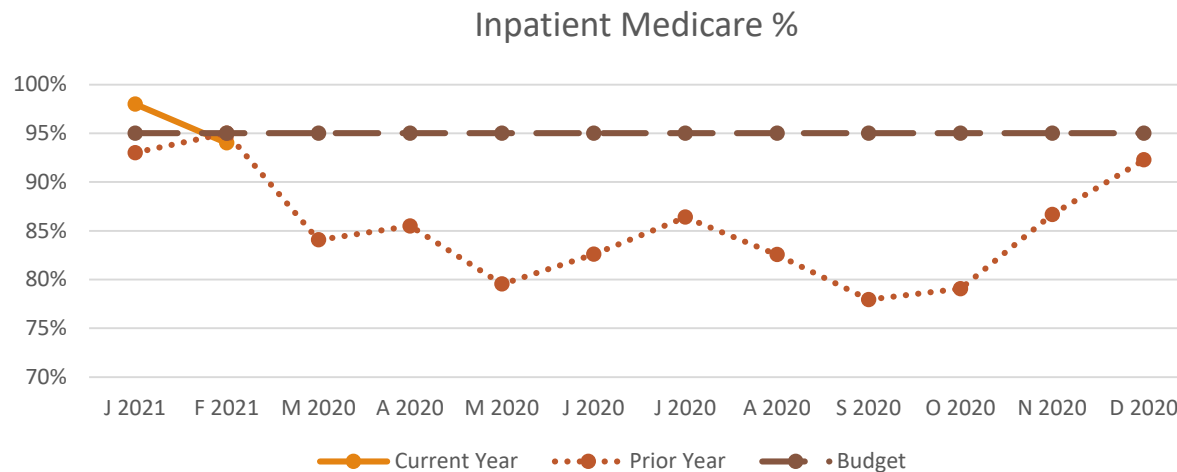
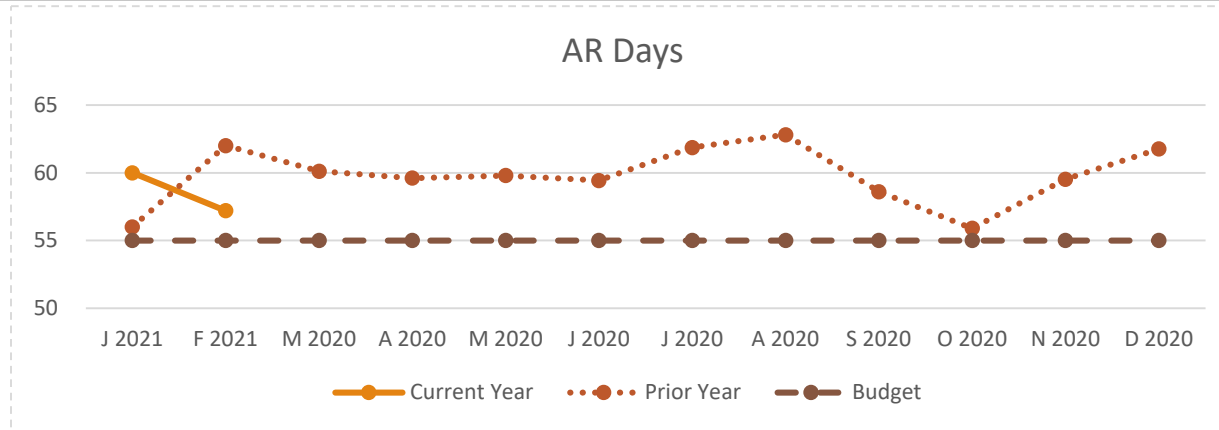
## Unrestricted Cash



## Total Days Cash

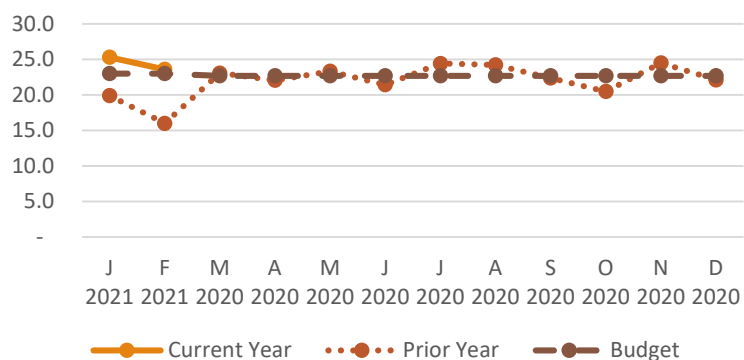


# Productivity Dashboards (AR/Payor Mix)

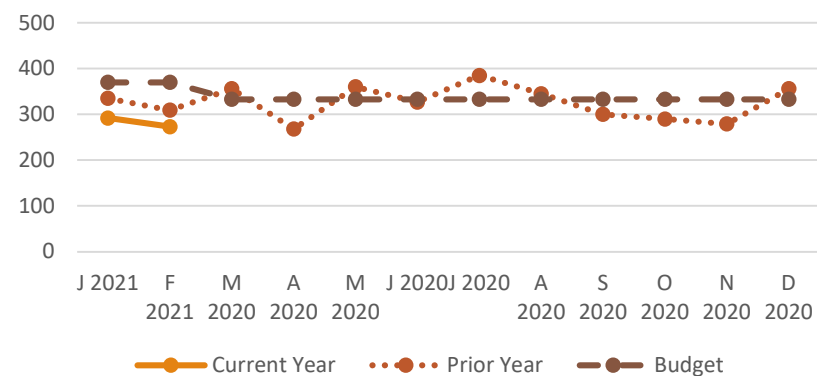


# Productivity Dashboards ( Census Visits)

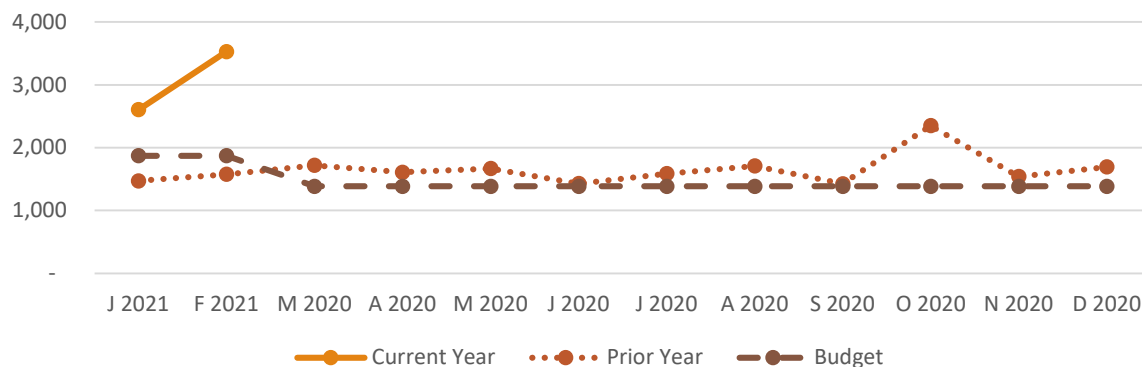
## Acute/Swingbed Avg Daily Census



## ER Visits

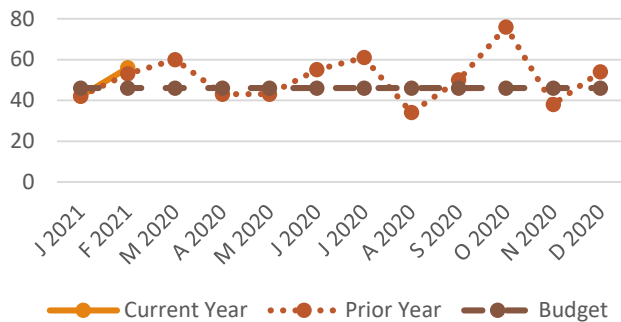


## Clinic Visits

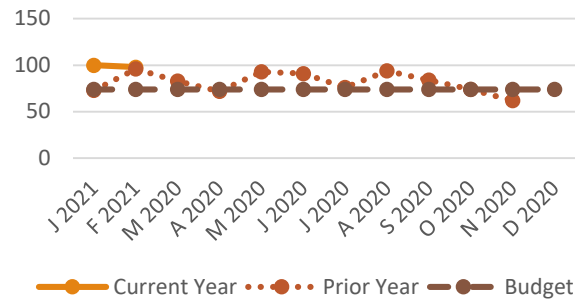


# Productivity Dashboards (Procedures)

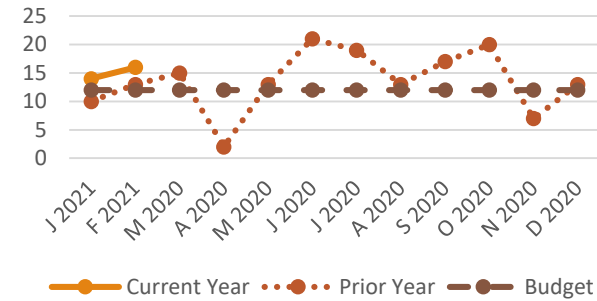
## Ultrasound



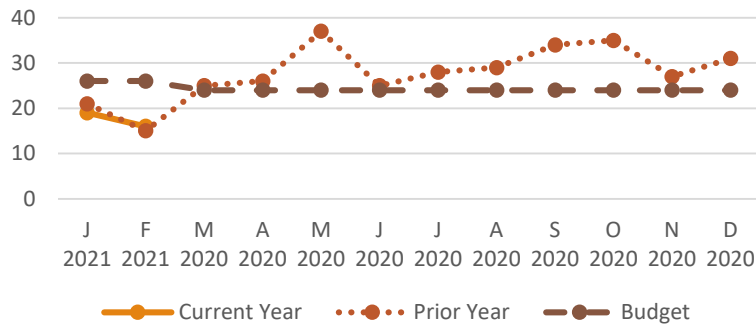
## CT



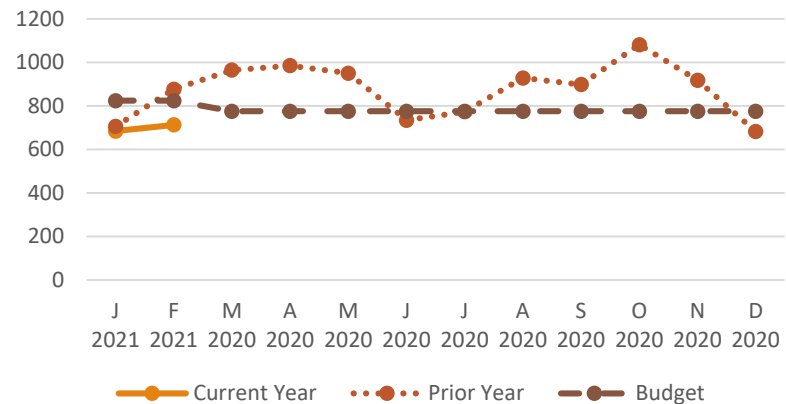
## MRI



## Endoscopy



## Outpatient Rehab



# HHS Funds Spend

<b>Remaining Funds</b>	<b>\$4,500,000</b>
Mar-Jun 2021 recurring expenses	\$900,000
2021 Employee Hazard Pay/Recruitment	\$1,000,000
Payback to District unclaimed 2020 Salary Expenses	\$300,000
Ridge Clinic Remodel	\$500,000
Mass Vaccine Events	\$300,000
Long Term COVID Rehab	\$500,000
Prepaid COVID Expenses for remaining 2021	1,000,000
Total Remaining after June 30 2021	\$0.00



## February 2021

### Financials Write-Up

#### **Income Statement Narrative:**

Net patient revenue was 1% above budgeted monthly income for February. A daily inpatient census of 22.8 attributed approximately \$2,500,000 in acute/swing bed revenue. February ER revenue increased \$20,000 over January revenue, totaling just over \$1,060,000.

Lab revenues were below budget by \$172,000. We adjusted the gross laboratory prices downward in November. We made this decision in conjunction with SML to increase our competitive advantage in the growing reference lab business. The price adjustment, however, also brought down our in-house laboratory revenues. We consulted with our cost report adjuster and found we can implement a tiered pricing strategy that becomes effective 4.1.2021. This strategy enables competitive pricing for reference lab and reinstates in-house laboratory revenues to prior values.

February monthly budgeted operating loss was better than budget by \$50,000. The total Net Loss for February was (\$182,638).

#### **Expense Variances**

**Salaries reported at \$201,881 below budget.** Mainly due to open positions on Med Surge.

**Professional Fees were \$152,729 over budget**—COVID-19 agency-related expenses; however, the total is \$50,000 less than January.

**Supplies were \$16,886 above budget.** Inpatient medical supplies and pharmaceuticals related to inpatient.

**Other Expenses were \$6,769 above budget.** B&O taxes and Dues and Subscriptions prepayments made to vendors.

**Insurance Expense \$6,867 above budget** Beginning of the year payments, change to cyber insurance to increase benefits.

**Purchased Services were \$6,808 above budget**—COVID-19 expense.

#### **Balance Sheet Highlights:**

- Assets decrease
  - Cash down ~\$232,000
  - AR Decrease ~\$95,000
  - Depreciation & Right To Use ~\$280,000
- Current Liabilities Decrease
  - Deferred Stimulus decrease ~\$167,000
  - Deferred Taxes decrease ~\$256,000
- A reduction in Equity ~\$182,000
  - Net Loss for February

---

**Cash Flow Statement Highlights:**

- Operating Activities decrease of \$189,000
  - \$182,000 Net Loss
  - \$7,000 increase in prepaid expenses
- Investing Activities increase \$38,000
  - Equipment and Building Repairs purchases (\$27,000)
  - Long term lease \$65,000
- Financing Activities decrease ~\$80,000
  - Debt payments.

Total cash decrease ~\$231,000

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**AR Days Goal 55**

- 57.2 Days
  - AR down \$95,000

**Bond Covenants: (Snapshot forecast)**

- Debt Coverage 1.67 requirement 1.20
- Reserve Requirement is at \$3,675,188 as required.
- Days cash is 128. The bond requirement is 60



**Public Hospital District No. 4, King County  
Finance Committee  
Minutes  
March 30, 2021**

**Committee Members:**

<b>David Speikers</b>	<b>Commissioner, Chair of Finance</b>
<b>Emma Herron</b>	<b>Commissioner, President</b>
<b>Renee Jensen</b>	<b>CEO</b>
<b>Patrick Ritter</b>	<b>CFO</b>
<b>Karyn Denton</b>	<b>COO</b>
<b>Jim Baldauf</b>	<b>Finance Director</b>

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- Reserve Requirement is at \$3,675,188 as required.
- Days cash is 128. The bond requirement is 60

**Comments:**

- Commissioner Speikers stated COVID funds should be used for recruitment.

**NEXT MEETING:** Tuesday, April 27, 2021 – 11:30am-1:00pm – Zoom

Approved:

Placeholder for Medical Committee Meeting Minutes



## **FACILITIES COMMITTEE MEETING MINUTES**

March 24, 2021

12:00 pm – 1:00 pm

Snoqualmie Valley Hospital

Via Zoom

### **Committee Members:**

Commissioner Kevin Hauglie, Chair

Commissioner Jen Carter

Karyn Denton, COO/CNO, Executive Chair

Renee Jensen, CEO

Patrick Ritter, CFO

Scott Nohavec, Facilities Director

### **Old Business:**

1. **SRMC TI project:** Demolition of the clinic space will begin on March 25<sup>th</sup> with contractors providing updated bids based on revised plans. Targeted opening July 2021.

### **New Business:**

#### **1. Maintenance Issues -**

#### **2. Facility Usage – As of April 2020**

- a. Due to COVID-19, all external uses of the community room are cancelled until further notice
- b. Mass Vaccination drive through event scheduled for Sunday, March 28<sup>th</sup>. Plan to vaccinate 1,000 community members in partnership with the Snoqualmie Fire District.
- c. SnoValley Senior Center scheduled for 4/7, Mt. Si Senior Center 3/26.

#### **3. Environment of Care:**

**Emergency Management** - Generator and underground storage tank testing is completed with no issues.

**Fire Safety Management** – Commissioner Hauglie inquired about details and frequency of drills. Drills are done organizational wide.

**Hazardous Materials Waste Management** – Annual onsite training by Stericycle this month for both Bio and Pharmaceutical waste.

**Medical Equipment Management** – No report

**Physical Plant** – Spring-cleaning underway on building and grounds including power washing, windows, touch up repairs and maintenance of the parking lot.

**Safe Patient Handling** – Director of Rehab to review current training needs and verify documentation for 2021. Important for all staff to have adequate levels of training to support their job requirements.

**Safety Management** - Adherence to CDC and DOH guidelines regarding visitors, staff and patients.

**Security Management** –No report

**Utilities Management** – No issues to report

**Workplace Harm- East Campus:** The policies and current plan were reviewed by WSHA rep. Reviewer approved our current plan and emailed a checklist review for our use to evaluate and develop any plans for improvement

**OTHER:**

**Bill of Sale Transfer** - Counsel and COO communicated with City Attorney on March 22<sup>nd</sup> to request completion of items that remain outstanding. Affidavits of Release are with the contractor Absher for signature and return to City Attorney. Once completed, CEO Jensen will be able to sign the Affidavit of Completion of Work and Payment of Costs, to return to the City.

**Next meeting: April 28, 2021, 12:00pm–1:00pm via Zoom**

**Approved:**

**PUBLIC HOSPITAL DISTRICT NO. 4  
KING COUNTY, WASHINGTON  
676-0421**

**A RESOLUTION** of the Commission of Public Hospital District No. 4, King County, Washington, determining certain personal property to be surplus and no longer required for public hospital district purposes of the District and authorizing the Superintendent or his designee to dispose of, or sell, all or any part of such property on a negotiated basis.

**WHEREAS**, certain personal property of the District is no longer required for District purposes and the Commission wishes to dispose of such property in a lawful manner as promptly as reasonably possible; and

**WHEREAS**, East Campus clean-up is underway. There are many items in need of disposal. To ensure all items have been properly presented to the Board, the staff is supplying a complete and comprehensive list. Some items may have been previously surplus. This will ensure transparency and confidence that all items are accounted for before disposal;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of Public Hospital District No. 4, King County, as follows:

**SECTION 1:** It is hereby found, determined and declared that all of the personal property identified on Exhibit A attached hereto (the "Surplus Property") is no longer required for public hospital district purposes. It is further found and declared to be in the best interest of the District that the Surplus Property be disposed of promptly as hereinafter provided.

**SECTION 2:** The Superintendent or her designee is hereby authorized and directed to dispose of or sell the Surplus Property on a negotiated basis or the most favorable terms and conditions she deems obtainable.



**APPROVED AND ADOPTED** by the Board of Commissioners of Public Hospital District  
No. 4, King County, at a duly and properly noticed regular meeting thereof, on the 8th day of  
April, 2021.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Vice President

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

## CERTIFICATION

I, the undersigned, Secretary of the Commission (the "Commission") of Public Hospital District No. 4, King County, Washington (the "District"), hereby certify as follows:

1. The attached copy of Resolution No. 676-0421 (the "Resolution") is a full, true and correct copy of a resolution duly adopted at a special meeting of the Commission of the District held at the regular meeting place thereof on April 8, 2021, as that resolution appears on the minute book of the District; and

2. A quorum of the members of the Commission was present throughout the meeting and a majority of the Commission members voted in the proper manner for the adoption of the Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand this 8<sup>th</sup> day of April, 2021.

PUBLIC HOSPITAL DISTRICT NO. 4,  
KING COUNTY, WASHINGTON

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Kevin Hauglie  
Secretary of the Commission

## Resolution No. 676-0421

### EXHIBIT A

1. Solar panel from stairway lighting project. Old, no asset tags and needs disposal.
2. Three wooden desks from accounting. Not suitable for use. No asset tags and needs disposal.
3. Two old recliners from med/surge damaged and replaced with new models. No asset tags and needs disposal.
4. One wooden cupboard from administrative office. Broken, no asset tag and needs disposal.
5. One broken LG 45" TV Serial # 55LG5500 for disposal.
6. Dodge Caravan 1991 Vin# 1B4GK44R2MX521954 – sell or donate
7. Dodge Dakota PU 2001 Vin#1B7HG2AX51S225820 – sell or donate
8. Ford Crown Victoria 2004Vin# 2FAFP71W84X115927 – sell or donate
9. All old office file cabinets, desks and miscellaneous equipment have been stored outside at East Campus. The following items are unusable and need to be discarded:
  - 1 - round supper table
  - 1 - stainless steel cart, 3 shelves on wheels
  - 2 - 4' wide short file cabinets
  - 5 - 2 bulb 4' florescent lights
  - 3 - metal desks with laminate top with 2 incorporated file drawers, 5' wide
  - 7 - HON, 6' tall file shelves
  - 1 - file cabinet, 6' tall
  - 3 - file drawers, 3' wide, two drawer
  - 1 - cart used for children's books and DVDs from old ED
  - 1 - light blue, 3 shelf cart from old specialty clinic
  - 2 - boxes hospital gowns
  - 1 - large 8' tall, open faced file cabinet
  - 2 - wood office desks
  - 1 - half circle, steel legs, laminate top desk
  - 1 - Nuair – Biological safety cabinet
  - 3 - metal desks with laminate top with 2 incorporated file drawers, 5' wide
  - 7 - HON, 6' tall file shelves
  - 1 - file cabinet, 6' tall
  - 3 - file drawers, 3' wide, two drawer
  - 10 - wood/ fabric chairs
  - 7 - lifetime plastic/ metal chairs
  - 1 - Cabro medical equipment/specialty cooler
  - 11 - metal and cloth chairs
  - 4 - red bio hazard cans
  - 2 - boxes hospital gowns
  - 1 - large 8' tall, open faced file cabinet
  - 4 - blue recliners
  - 1 - dated, wood magazine rack
  - 2 - boxes communication wire

- 1 - box miscellaneous low voltage parts
- 1 - miscellaneous housekeeping items
- 1 - miscellaneous IT items
- 4 - wood and cloth chairs
- 1 - office chair with broken arm rests
- 3 - exam room type tables
- 1 - blanket warmer
- 3 - chrome shelving
- 1 - chiller box
- 12 - old pictures and framed prints
- 1 - large wood storage desk
- 4 - rolls communication wire
- 2 - wood office desks
- 1 - old refrigerator
- 2 - household type wood pantries/ broom closet
- 1 - 10' long, rounded end cubical type desk
- 1 - half circle, steel legs, laminate top desk
- 2 - 4' file cabinets
- 1 - miscellaneous medical equipment, small items
- 1 - old couch