



Public Hospital District No. 4, King County
Board of Commissioners
Regular Meeting AGENDA
Thursday, December 10, 2020 - 6:30pm
Dial-In: 1.800.434.5932 / Participant Code: 98477739#

CALL TO ORDER / ROLL CALL / APPROVAL OF AGENDA

COMMUNICATIONS

Emma Herron, President
Renée K. Jensen, CEO
Skip Houser, General Counsel

CONSENT AGENDA

1. Approval of Minutes:
 - a. Affiliation Work Study – November 12, 2020
 - b. Regular Meeting – November 12, 2020
 - c. Physician Credentialing

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

COMMITTEE REPORTS – Action Requested as noted

1. Finance Committee
 - a. Approval of warrants, payroll and payroll taxes – October 2020 – **Action**
 - b. **Authorization - Action:** Verbal authorization from Secretary Hauglie for Treasurer to sign on their behalf.
2. Medical Committee
3. Facilities Committee
4. Ad Hoc Bylaws Committee

OLD BUSINESS –

None.

NEW BUSINESS –

1. Resolution No. 668-1120 – Srivener Error Correction – Approving Rate Amount of Increase in Regular Levy for 2021
2. Resolution No. 672-1220 – Approving Regular Meeting Dates for Calendar Year 2021
3. Resolution No. 673-1220 – Approving Legal Holidays for Calendar Year 2021
4. Resolution No. 674-1220 – Approving COVID Retention Bonus
5. Approve CEO/Incentive Quality Metrics

PUBLIC COMMENT – (Please limit comments to 3 minutes)

ACTION ITEMS – VOTE

1. Resolution No. 668-1120 – Srivener Error Correction – Approving Rate Amount of Increase in Regular Levy for 2021
2. Resolution No. 672-1220 – Approving Regular Meeting Dates for Calendar Year 2021
3. Resolution No. 673-1220 – Approving Legal Holidays for Calendar Year 2021
4. Resolution No. 674-1220 – Approving COVID Retention Bonus
5. Approve CEO/Incentive Quality Metrics

GOOD OF THE ORDER/COMMISSIONER COMMENT (Limited to 3 minutes)

EXECUTIVE SESSION - RCW 42.30.110(g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. (Commissioners will be provided a separate dial-in number)

NEXT SCHEDULED MEETINGS (location TBD):

Education Work/Study – ~~Wednesday, December 23, 2020 6:30-8pm~~ (cancelled)

Monthly Business Meeting – Thursday, January 14, 2021, 6:30pm

Education Work/Study – Wednesday, January 27, 2021, 6:30pm-8:00pm

ADJOURNMENT



DRAFT

PUBLIC HOSPITAL DISTRICT NO. 4, KING COUNTY

Board of Commissioners

November 12, 2020

MINUTES

AFFILIATION WORK/STUDY

4:30 p.m.

VIA Teleconference

COMMISSIONERS 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, Chief Financial Officer
Skip Houser, General Counsel
Sandra Stanger, Clerk

This meeting was held via teleconference pursuant to Proclamation 20-28 issued by Governor Inslee regarding the Open Public Meeting Act and Public Records Act. The dial-in information was posted prior to the meeting.

CALL TO ORDER: The meeting was called to order by President Herron at 4:30pm followed by roll call.

TOPICS OF DISCUSSION: Open agenda for questions or further discussion.

- Transfers to Overlake from the ED > Dr. Witkop explained that there is no mandate to transfer patients from the ED to Overlake. It is always the patient's choice.
- Branding language in the ED agreement > OHMC will create a toolkit and hand-off the first of the year.
- Social media template usage for 3 years > Dr. Witkop said it was agreed to for as long as it's fresh.
- Cost of branding and signage > Dr. Witkop reported that there are no changes, and we do not have to meet any standard that OHMC sets. The only input they have on the sign is the language. LED lighting will not be required.

- We will be featured in Overlake's next mailer sent to our zip code areas.
- Epic benefit > Dr. Witkop explained when patients who have been to Overlake come into our ED, we will have the benefit of being able to see their medical recordss and vice versa.
- OHMC adopted our business associates agreement with small changes.

PUBLIC COMMENT: None.

Minutes of this meeting, once approved, will be available on the District's website at www.snoqualmiehospital.org under the Governance page. Copies of any presentations and/or documents that are not work product are available upon request by contacting Administration at 425.831.2362.

UPCOMING MEETINGS:

Education Work / Study – ~~Wednesday, November 25, 6:30pm-8pm~~ (cancelled due to Thanksgiving)

Education Work / Study – Thursday, December 10, 2020, 4:30pm-6:00pm (rescheduled from Nov. 25)

Monthly Business Meeting – Thursday, December 10, 2020, 6:30pm

Education Work / Study – Wednesday, December 23, 2020 6:30-8pm

The meeting adjourned at 5:10pm.

Emma Herron, President

Dariel Norris, Vice President



DRAFT

PUBLIC HOSPITAL DISTRICT NO. 4, KING COUNTY
Board of Commissioners
November 12, 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

A motion was made and seconded to approve the agenda. M/Hauglie S/Herron

The motion passed by unanimous vote.

COMMUNICATIONS:

- President Herron announced the employment agreement for Renee Jensen was signed by both parties. An introductory meeting will be scheduled with each commissioner.
- Dr. Witkop read the CEO Report that will be sent to commissioners and placed into board packet.

- General Counsel Houser reported on the Governor's proclamation extending to Dec. 7th. There is a new version of Roberts Rules of Order, updates will be forthcoming.

CONSENT AGENDA

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

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 on their behalf.

COMMITTEE REPORTS

1. Finance Committee Report - Approval of warrants, payroll and payroll taxes – September 1 thru September 30, 2020. Written minutes from the September 29, 2020 meeting for the September 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 November 24, 2020 to review October 2020 finances.

1(a). Approval of Warrants, Payroll and Payroll taxes – September 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 \$3,034,226.33 for September 1 thru September 30, 2020, as recommended by the Finance Committee. M/Speikers S/Carter

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 November 3, 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 December 1, 2020.

3. Facilities Committee Report. Written minutes from the October 26, 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 November 23, 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 –

1. Resolution No. 669-1120 – Approving the Overlake Medical Center Electronic Health Record System Access Agreement
2. Resolution No. 670-1120 – Approving the Overlake Medical Center Emergency Department Management Services Agreement
3. Resolution No. 671-1120 – Approving the Appointment and Compensation of Interim Superintendent and Chief Executive Officer Renee K. Jensen

PUBLIC COMMENT: None.

ACTION ITEMS – VOTE

1. Resolution No. 669-1120 – Approving the Overlake Medical Center Electronic Health Record System Access Agreement **M/Norris S/Speikers**

The motion carried by unanimous vote.

2. Resolution No. 670-1120 – Approving the Overlake Medical Center Emergency Department Management Services Agreement **M/Hauglie S/Speikers**

The motion carried by unanimous vote.

3. Resolution No. 671-1120 – Approving the Appointment and Compensation of Interim Superintendent and Chief Executive Officer Renee K. Jensen **M/Speikers S/Hauglie**

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, November 25, 6:30pm-8pm~~ (cancelled due to Thanksgiving)

Education Work / Study – Thursday, December 10, 2020, 4:30pm-6:00pm (rescheduled from Nov. 25)

Monthly Business Meeting – Thursday, December 10, 2020, 6:30pm (via teleconference)

Education Work / Study – Wednesday, December 23, 2020 6:30-8pm (location TBD)

There being no further business the meeting was adjourned at 7:40pm.

Emma Herron, President

Dariel Norris, Vice President

PUBLIC HOSPITAL DISTRICT NO. 4, KING COUNTY

OCTOBER FINANCE COMMITTEE

SLIDES

December 3, 2020

KING COUNTY HOSPITAL DISTRICT # 4 HOSPITAL & CLINICS COMBINED STATEMENT OF OPERATIONS ACTUAL vs BUDGET OCTOBER 2020									
CURRENT MONTH					YEAR TO DATE				
ACTUAL	BUDGET	VARIANCE	% VARIANCE		ACTUAL	BUDGET	VARIANCE	% VARIANCE	
\$ 3,266,409	\$ 3,186,939	\$ 79,470	2%	NET PATIENT SERVICE REVENUE	\$ 29,475,483	\$ 31,343,529	\$ (1,868,046)	-6%	
48,187	52,461	(4,274)	-8%	TAXATION FOR OPERATIONS	505,653	514,461	(8,808)	-2%	
41,745	33,414	8,331	25%	OTHER	539,813	334,227	205,586	62%	
3,356,341	3,272,814	83,527	3%	TOTAL OPERATING REVENUE	30,520,949	32,192,217	(1,671,268)	-5%	
				OPERATING EXPENSES					
1,613,212	1,623,577	10,365	1%	SALARIES	15,639,492	16,236,208	596,716	4%	
331,824	362,571	30,747	8%	EMPLOYEE BENEFITS	3,547,908	3,625,795	77,887	2%	
204,818	57,199	(147,619)	-258%	PROFESSIONAL FEES	1,911,432	570,279	(1,341,153)	-235%	
318,808	241,714	(77,094)	-32%	SUPPLIES	2,546,942	2,417,140	(129,802)	-5%	
28,539	15,618	(12,921)	-83%	REPAIRS AND MAINTENANCE	208,541	156,180	(52,361)	-34%	
51,776	36,220	(15,556)	-43%	UTILITIES	407,366	362,200	(45,166)	-12%	
380,214	209,692	(170,522)	-81%	PURCHASED SERVICES	3,161,722	2,092,120	(1,069,602)	-51%	
13,065	10,431	(2,634)	-25%	INSURANCE	144,002	104,310	(39,692)	-38%	
80,914	62,898	(18,016)	-29%	LEASE AND RENTALS	683,531	628,980	(54,551)	-9%	
354,923	356,990	2,067	1%	DEPRECIATION	3,354,768	3,569,900	215,132	6%	
70,041	46,142	(23,899)	-52%	OTHER	434,770	445,486	10,716	2%	
3,448,134	3,023,052	(425,082)	-14%	TOTAL OPERATING EXPENSES	32,040,473	30,208,598	(1,831,875)	-6%	
(91,793)	249,762	(341,555)	-137%	OPERATING INCOME	(1,519,525)	1,983,619	(3,503,144)	-177%	
6,341	14,040	(7,700)	-55%	INVESTMENT INCOME, NET OF AMOUNT CAPITALIZED	103,043	137,682	(34,639)	-25%	
280,343	285,719	(5,376)	-2%	TAXATION FOR BOND PRINCIPAL & INTEREST	2,820,996	2,801,889	19,107	1%	
(467,303)	(465,138)	(2,165)	0%	INTEREST EXPENSE, NET OF AMOUNT CAPITALIZED	(4,689,026)	(4,649,181)	(39,845)	-1%	
(326,884)	(9,096)	(317,788)	-3494%	BOND ISSUANCE AND FINANCING COSTS	(408,752)	(90,960)	(317,792)	-349%	
689,729	-			NON OPERATING REV - STIMULUS	3,990,188	-			
443	10,590	(10,147)	-96%	OTHER NET	70,962	103,853	(32,891)	-32%	
182,669	(163,885)	(343,175)	-209%	NON OPERATING, NET	1,887,410	(1,696,717)	(406,060)	-24%	
90,877	85,877	5,000	6%	CHANGE IN NET POSITION	367,886	286,902	80,984	28%	
-	-			NET POSITION BEGINNING OF YEAR	-	-	-		
\$ 90,877	\$ 85,877	\$ 5,000	6%	NET POSITION	\$ 367,886	\$ 286,902	\$ 80,984	28%	

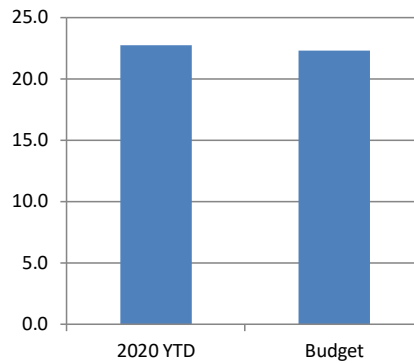
Snoqualmie Valley Hospital Statistics Summary Display



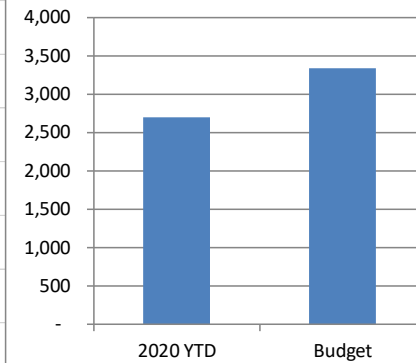
October YTD Statistics Summary

	2020 YTD	Budget	Var	%Var
Ave Daily Census	22.7	22.3	0.4	1.8%
Emergency	2,699	3,334	(635)	-19.0%
Laboratory	82,216	37,095	45,121	121.6%
Imaging	3,380	3,615	(235)	-6.5%
Clinics	14,986	15,310	(324)	-2.1%
OP Rehab	6,665	8,106	(1,441)	-17.8%

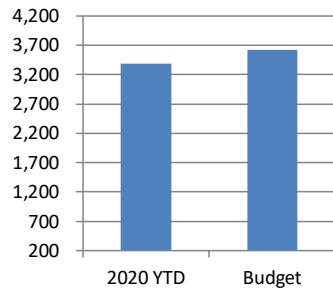
Ave Daily Census



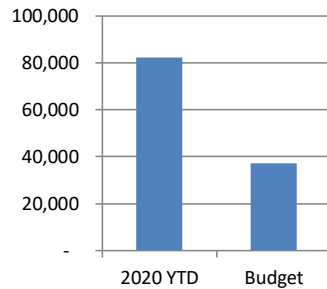
Emergency



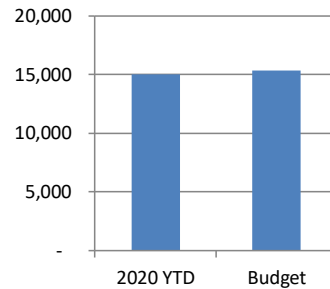
Imaging



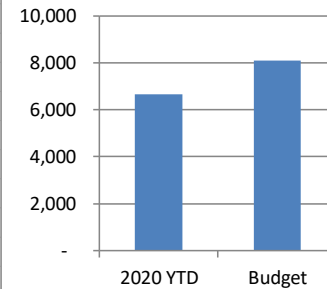
Laboratory



Clinics



OP Rehab



**SNOQUALMIE VALLEY HOSPITAL
STATISTICAL REPORT OCTOBER 2020**

	Month				Year To Date			
INPATIENT SERVICES	Actual	Budget	Variance	Variance %	Actual	Budget	Variance	Variance %
ACUTE CARE UNIT								
Patient Days	14	13	1	10%	102	125	-23	-18%
Average Daily Census	0.5	0.4	0.0	10%	0.3	0.4	-0.1	-18%
Admissions	2	4	-2	-50%	33	43	-10	-23%
Average Length of Stay	7.0	3.2	3.8	120%	3.1	2.9	0.2	6%
SWING BED UNIT								
Patient Days	660	679	(19)	-3%	6,812	6,685	127	2%
Average Daily Census	21.3	21.9	-0.6	-3%	22.3	21.9	0.4	2%
Admissions	22	22	0	0%	223	218	5	2%
Average Length of Stay	30.0	30.9	(0.9)	-3%	30.5	30.7	-0.1	0%
TOTAL INPATIENT								
Patient Days	674	692	(18)	-3%	6,914	6,810	104	2%
Average Daily Census	21.7	22.3	-0.6	-3%	22.7	22.3	0.3	2%
Admissions	24	26	-2	-8%	256	261	-5	-2%

**SNOQUALMIE VALLEY HOSPITAL
STATISTICAL REPORT OCTOBER 2020**

	Month				Year To Date			
INPATIENT SERVICES	Actual	Budget	Variance	Variance %	Actual	Budget	Variance	Variance %
OUTPATIENT SERVICES								
ER Visits	249	340	-91	-27%	2,699	3,334	-635	-19%
Endoscopy Procedures	13	28	-15	-54%	60	279	(219)	-78%
Dietary Education Encounters	318	309	9	3%	3,282	3,037	245	8%
Rehab - IP Procedures	2,481	1,855	626	34%	19,441	18,253	1,188	7%
Rehab - OP Procedures	870	824	46	6%	6,665	8,106	(1,441)	-18%
LAB - Tests	10,283	3,773	6510	173%	82,216	37,095	45,121	122%
X-RAY - Procedures	201	221	-20	-9%	2,137	2,173	(36)	-2%
MRI - Procedures	18	14	4	29%	116	134	(18)	-13%
Ultrasound - Procedures	67	51	16	31%	454	502	(48)	-9%
CT - Procedures	62	82	-20	-24%	673	806	(133)	-17%
CLINIC VISITS								
Snoqualmie Ridge	1,156	849	307	36%	7,721	8,355	-634	-8%
Hospital Clinic	1,343	707	636	90%	7,265	6,955	310	4%
Total Clinic Patient Visits	2,499	1,556	943	61%	14,986	15,310	-324	-2%

Increases over September

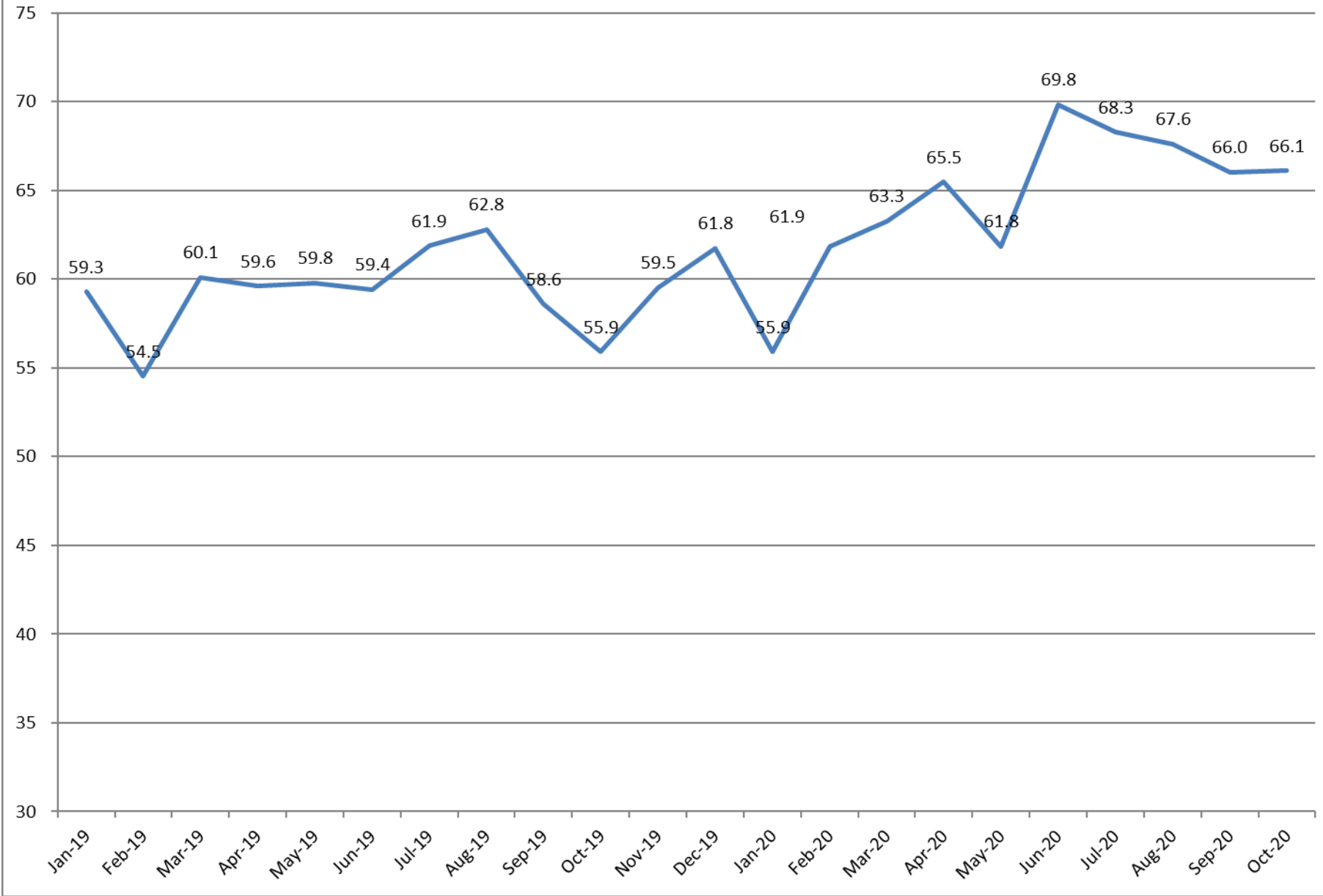
27 more Outpatient Rehab procedures. First month above budget

2000 more lab tests

13 Endo Procedures

600 More Clinic Visits

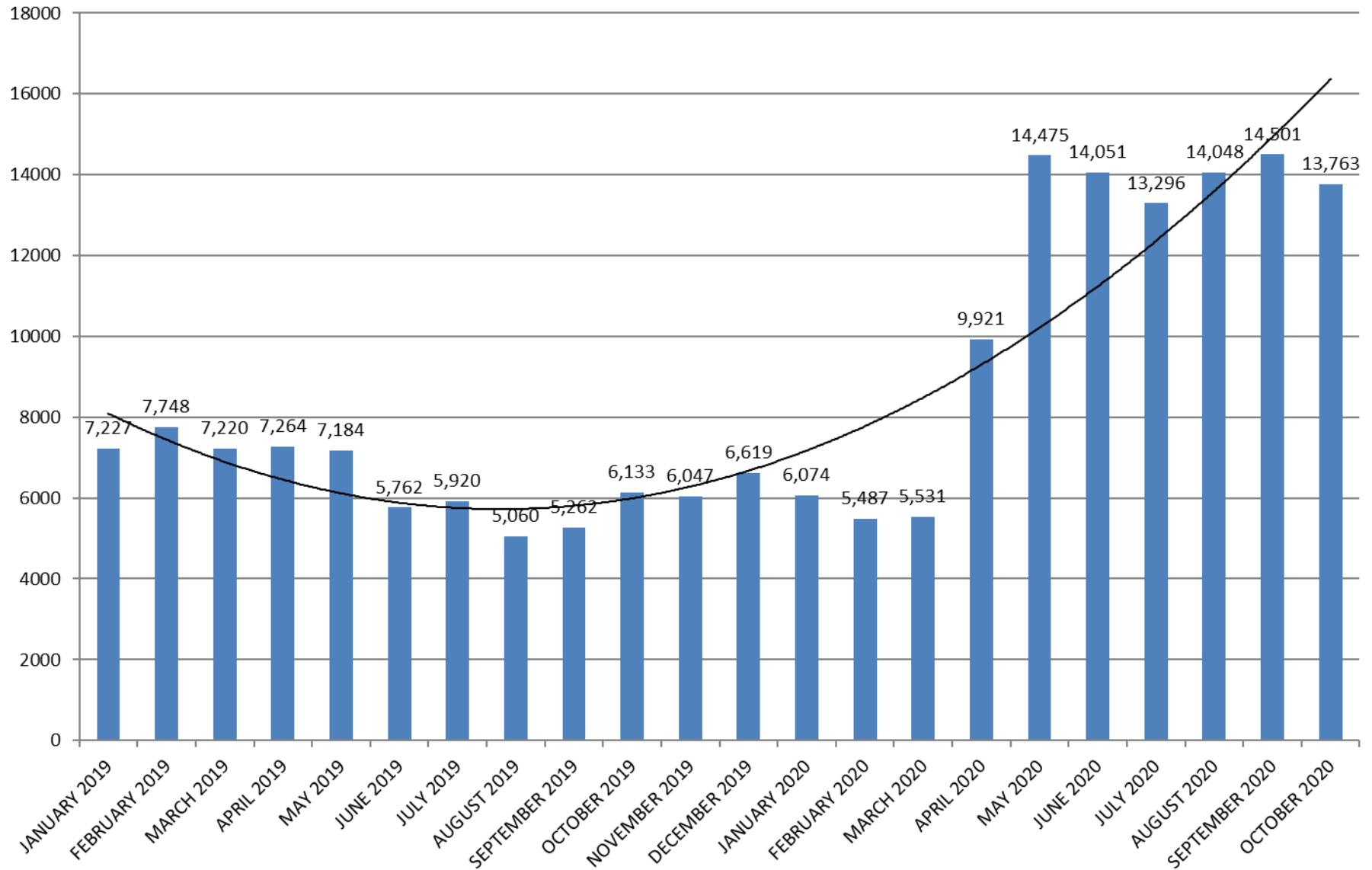
Days in Accounts Receivable (AR)



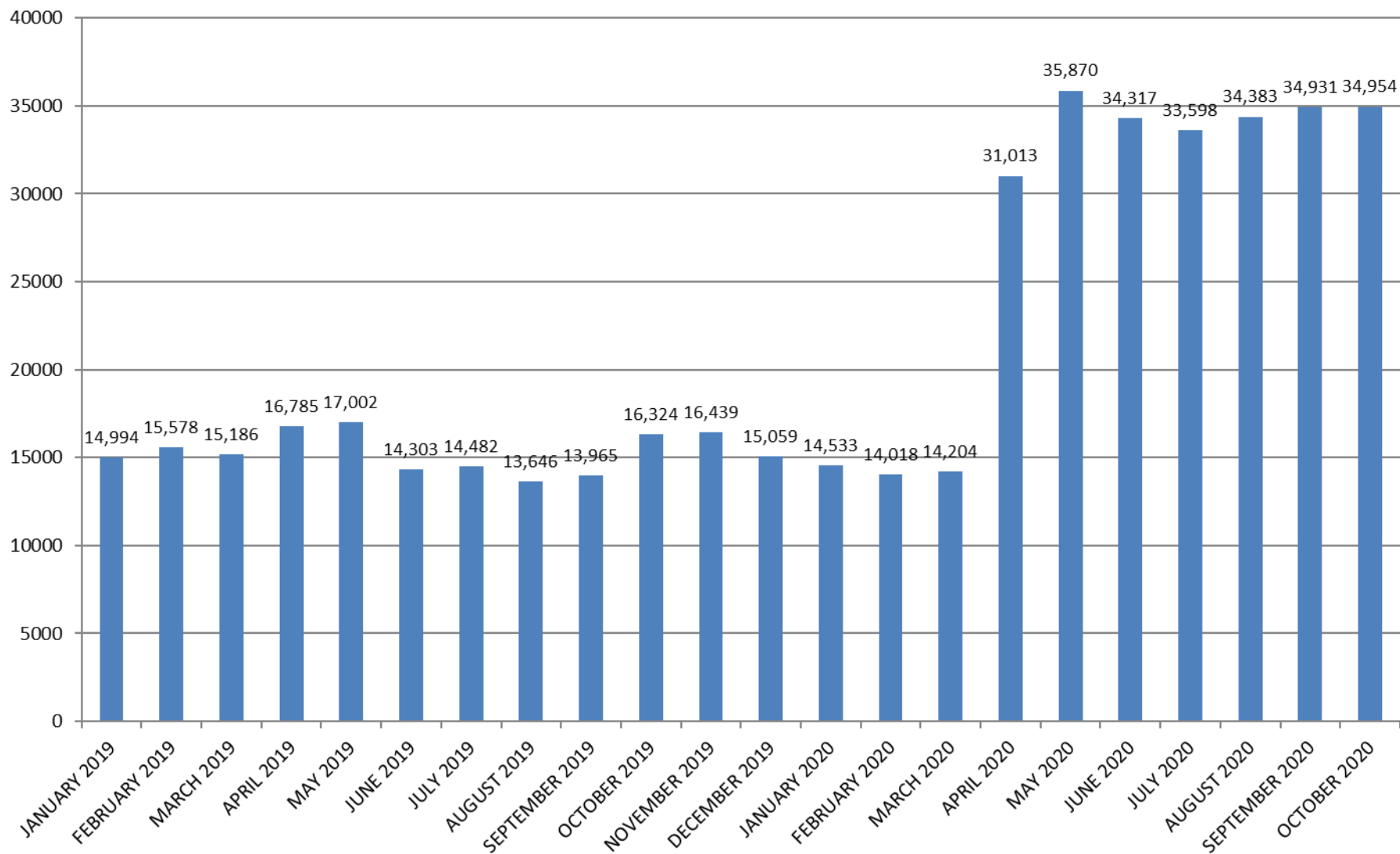
Payor Mix

INPATIENT PAYOR MIX					
YEAR TO DATE October	September	October	YTD 2020	BUDGET	VARIANCE
MEDICARE	77%	81%	71%	73%	-2%
MEDICARE HMO	17%	10%	16%	14%	2%
TRIWEST / L&I	0%	0%	1%	1%	0%
COMMERCIAL	0%	4%	5%	6%	0%
MEDICAID	5%	5%	6%	5%	0%
SELF PAY	1%	0%	1%	1%	0%
OTHER EXPENSE TOTAL	100%	100%	100%	100%	

UNRESTRICTED CASH in (0,000)



TOTAL CASH in (0,000)



Cash Balances

10.31.2020

- Unreserved Funds \$13.7 Million
 - \$8.4 Million in Non Stimulus Related Funds
 - \$5.3 Million in cash from HHS and PPP funds remaining.
- Reserved Funds \$21.2 Million
- \$11 million in CMS Advanced Funds
- \$10.1 million Mandated Reserve Funds
- \$102,000 Board Reserve Funds

Bond Covenant Compliance

October 2020
(Annualized)

Measure	Requirement	Actual
Debt Coverage	1.2	2.01
Cash Reserve	\$3,675,188	\$3,675,188
Days Cash	60	148

SNOQUALMIE VALLEY HOSPITAL COMBINED BALANCE SHEET	SEPTEMBER 2020	OCTOBER 2020
ASSETS		
CURRENT ASSETS		
UNRESTRICTED CASH	14,398,437	13,660,604
BOARD RESTRICTED FUNDS	102,277	102,277
CMS ADVANCE PAYMENT	11,001,273	11,001,273
MANDATED RESERVE FUNDS	9,429,245	10,189,917
TOTAL CASH	34,931,231	34,954,070
ACCOUNTS RECEIVABLE	9,287,896	9,469,788
LESS A/R ALLOWANCES	3,005,557	3,087,712
COST REPORTS RECEIVABLE	121,956	121,956
EMR MEANINGFUL USE	197,177	197,177
TOTAL NET RECEIVABLE	6,601,472	6,701,208
TAXES RECEIVABLE	1,867,483	340,211
INVENTORY	224,939	250,000
PREPAID EXPENSES	92,797	77,416
INTANGIBLE ASSETS	2,152,607	3,189,354
OTHER RECEIVABLES	59,156	58,282
TOTAL CURRENT ASSETS	45,929,686	45,570,540
FIXED ASSETS		
LAND AND IMPROVEMENTS	26,604,969	26,604,969
BUILDINGS	32,103,531	32,290,050
MOVABLE EQUIPMENT	12,483,022	12,486,646
RIGHT TO USE ASSET	1,506,832	1,417,569
LESS: ACCUMULATED DEPRECIATION	21,608,156	21,873,816
NET FIXED ASSETS	51,090,199	50,925,418
TOTAL ASSETS	97,019,885	96,495,959

SNOQUALMIE VALLEY HOSPITAL COMBINED BALANCE SHEET		SEPTEMBER 2020	OCTOBER 2020
LIABILITIES AND FUND BALANCES			
CURRENT LIABILITES			
NOTES PAYABLE		-	-
COST REPORTS PAYABLE		-	-
ACCOUNTS PAYABLE		1,039,463	632,378
ACCRUED PAYROLL & TAXES		2,307,861	2,454,964
ACCRUED INTEREST (BONDS)		994,595	676,819
OTHER CURRENT LIABILITIES		(46,301)	(44,371)
CURRENT PORTION LONG TERM DEBT		964,583	895,417
CMS ADVANCE PAYMENT PAYABLE		11,001,273	11,001,273
DEFERRED STIMULUS REVENUE		6,072,556	5,382,827
DEFERRED TAX REVENUE		938,381	608,564
TOTAL CURRENT LIABILITIES		23,272,411	21,607,871
LONG TERM LIABILITIES			
LIABILITY RIGHT TO USE ASSET		1,536,329	1,456,025
LONG TERM LIABILITIES (LTGO BONDS)		45,600,000	46,730,000
REVENUE BONDS		46,333,321	46,333,321
TOTAL LONG TERM LIABILITIES		93,469,650	94,519,346
EQUITY/FUND BALANCE PERIOD END		(19,722,177)	(19,631,258)
TOTAL LIABILITY + EQUITY/FUND BALANCE		97,019,885	96,495,959

PUBLIC HOSPITAL DISTRICT NO. 4, KING COUNTY

Snoqualmie Valley Hospital

9801 Frontier Ave. S.E. Snoqualmie, WA 98065

Phone: 425-831-2300, FAX: 425-831-1994

Cash Disbursements for the period October 1 to October 31, 2020

Northwest Bank Accounts Payable Warrants

\$2,192,277.24	Accounts Payable Warrants
	Warrants #73926 to #74208
<u>\$2,192,277.24</u>	

Northwest Bank Payroll Warrants & EFT

\$3,847.93	Payroll Warrants #14040 to #14042
1,074,998.72	Hospital & Clinic Payroll Auto Deposits
356,898.90	Hospital & Clinic Payroll Tax
81,250.40	Hospital & Clinic Retirement 457, 403B, & 403B Match Plans
<u>\$1,516,995.95</u>	

GRAND TOTAL

\$3,709,273.19

I hereby certify that the described supplies have been received or services rendered in behalf of Public Hospital District No. 4 of King County.

Kim Witkop, M.D., Interim District Superintendent

Kevin Hauglie, Commissioner, Secretary

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is a just, due and paid obligation against Public Hospital District #4, King County and that I am authorized to authenticate and certify to said claim.



Carolyn Marks, Assistant Director Finance

I:\Carrie\Board Report & Monthly Reports\BOARD-Cash Disbursements\BOARD-Cash disbursements 2020.xls]Oct20

11/25/20

BALANCE SHEET

Page:1

12:44

Snoqualmie Valley Hospital

Application Code : GL

User Login Name:carolynm

Consolidated Balance Sheet

OCTOBER 2020

DESCRIPTION	Current Year Actual	Prior Year Actual
ASSETS		
CURRENT ASSETS		
UNRESTRICTED CASH	13,660,603.96	6,030,323.35
RESERVE FUND LTGO 2011	4,777,966.26	4,050,562.69
RESERVE FUND LTGO	1,736,762.92	2,465,044.16
RESERVE FUND 2015 REVENUE BOND	3,675,187.50	3,675,187.50
CMS ADVANCED PAYMENT	11,001,273.01	0.00

RESTRICTED FUNDS	21,191,189.69	10,190,794.35
BOARD RESTRICTED FUNDS	102,276.62	102,276.62

TOTAL CASH	34,954,070.27	16,323,394.32
ACCOUNTS RECEIVABLE	9,469,787.58	7,929,659.81
LESS A/R ALLOWANCES	3,087,712.43	1,773,168.88

NET PATIENT A/R	6,382,075.15	6,156,490.93

COST REPORT RECEIVABLE	121,956.00	287,000.00
EMR MEANINGFUL USE RCVBL	197,176.84	197,176.84

TOTAL NET RECEIVABLE	6,701,207.99	6,640,667.77
TAX RECEIVABLE	340,210.76	278,654.21
INVENTORY	249,999.77	146,869.98
PREPAID EXPENSES	77,415.93	44,213.53
INTANGIBLE ASSETS	3,189,354.04	2,252,667.43
OTHER RECEIVABLES	58,281.54	51,711.06

TOTAL CURRENT ASSETS	45,570,540.30	25,738,178.30
FIXED ASSETS		
LAND AND IMPROVEMENTS	26,604,969.22	26,587,059.86
BUILDINGS	32,290,049.60	32,029,211.04
EQUIPMENT	12,486,646.31	12,405,549.05
RIGHT TO USE ASSET	1,417,568.96	0.00
ACCUMULATED DEPRECIATION	21,873,815.60	18,698,563.75

NET FIXED ASSETS	50,925,418.49	52,323,256.20

TOTAL ASSETS	96,495,958.79	78,061,434.50
=====		

11/25/20

BALANCE SHEET

Page:2

12:44

Snoqualmie Valley Hospital

Application Code : GL

User Login Name:carolynm

Consolidated Balance Sheet

OCTOBER 2020

DESCRIPTION	Current Year Actual	Prior Year Actual
LIABILITIES AND FUND BALANCES		
CURRENT LIABILITIES		
NOTES PAYABLE	0.00	0.00
COST REPORT PAYABLE	0.00	0.00
ACCOUNTS PAYABLE	632,378.08	284,187.17
ACCRUED PAYROLL & TAXES	2,454,964.29	2,033,019.89
ACCRUED INTEREST	676,818.76	1,075,973.73
OTHER CURRENT LIABILITIES	-44,371.39	-1,001.89
CURRENT PORTION LONG TERM DEBT	895,416.63	1,351,250.00
CMS ADVANCED PAYMENT PAYABLE	11,001,273.01	0.00
DEFERRED STIMULUS REVENUE	5,382,827.34	0.00
DEFERRED TAX REVENUE	608,564.16	561,119.13
TOTAL CURRENT LIABILITIES	21,607,870.88	5,304,548.03
LONG TERM LIABILITIES		
LTGO BONDS	46,730,000.00	45,805,000.00
REVENUE BONDS	46,333,321.10	47,163,321.10
LIABILITY RIGHT TO USE ASSET	1,456,024.84	0.00
TOTAL LONG TERM LIABILITIES	94,519,345.94	92,968,321.10
TOTAL LIABILITIES	116,127,216.82	98,272,869.13
NET INCOME/LOSS	367,885.62	161,216.38
EQUITY FUND BALANCE	-19,999,143.65	-20,372,651.01
TOTAL EQUITY AND FUND BALANCE	96,495,958.79	78,061,434.50



**Public Hospital District No. 4, King County
Finance Committee Minutes
December 3, 2020
Snoqualmie Valley Hospital
Via Teleconference**

Present:

David Speikers, Commissioner, Chair
Emma Herron, Commissioner
Renée K. Jensen, CEO
Patrick Ritter, CFO
Kim Witkop, MD, CMO
Karyn Denton, COO/CNO
Jim Baldauf, Director of Finance

October 2020 Finances:

Stats:

- Average Daily Census is up 2% YTD
- ER down 19%
- Lab up 121.6%
- Imaging down 7%
- Clinics down 2%
- Outpatient Rehab down 18%
- Total patient days below budget at 674; admissions for September total 24
- Outpatient increases over September include:
 - 27 more Rehab procedures
 - 2,000 more Lab tests
 - 13 Endo procedures
 - 600 more Clinic visits

Income Statement:

Revenue:

- Outpatient Services and Inpatient services contributed to 3% over budget Operation Revenue
- Net Income of \$90,000, YTD Income of \$368,000
 - Inpatient/Swing 21.7 patients per day
 - ER Visits 30% under budget,
 - CT Imaging, 24% Under budget
 - Welcome Back Endo! 13 procedures in Oct.
- \$689,000 COVID Stimulus funds applied to bring us to October budget.
 - 5,382,000 still available in reserve.

Expenses:

- Salaries 1% under budget for October, 4% under YTD
- Pro Fees are above budget
 - COVID and Agency Related
- Expense for 2011 Bond Refinance ~\$320,000
- Repairs and Maintenance Elevator
- Purchased Services
 - Lab Revenues
 - COVID related expenses

Balance Sheet:

- Assets
 - Cash down \$700,000
 - AR increase
 - Bond Refinance Payment
- Liabilities
 - Paid Short Term Liabilities \$400,000
 - Bond Interest

AR Days:

- October AR days up 1 day
 - \$250,000 in Blue Cross claims held up under appeal.
 - 1 million in Patient Balances that should be in Bad Debt

Bond Covenants: (Snapshot forecast)

- Debt Coverage 2.09 requirement 1.20
- Reserve Requirement is at \$3,675,188 as required
- Days cash is 148 bond requirement is 60

PAYOR Mix:

	October	YTD 2020	Budget
Medicare	81%	71%	73%
Medicare HMO	10%	16%	14%
TriWest / L&I	0%	1%	1%
Commercial	4%	5%	6%
Medicaid	5%	6%	5%
Self-Pay	0%	1%	1%

Bonus Retention: Approved.**Commissioner's Comments:**

- Commissioner Speikers inquired about the reason for using stimulus money already. It was explained that we were lower on the inpatient side last month and ER has continued to go down in the last few months. We are operating negatively which will justify the reasons for the funds. Commissioner Speikers would rather not use stimulus in next couple of months—let's reflect zero at the end of the year. Renee asked to take offline. More stimulus funds were used because we had our bond refinance and all those expenses rolled into it.
- Stimulus money usage discussed (salaries, signing bonus, etc.). Cannot use stimulus money to hire physicians for non-Covid related issues.

NEXT MEETING: Tuesday, December 29, 2020 – 11:30am-1:00pm – Location TBD

Approved: December 4, 2020

MEDICAL COMMITTEE OF THE BOARD

[by teleconference]

Date: December 1, 2020 4:00 – 5:00 pm



PARTICIPANTS: Commissioner Dariel Norris-chair; Commissioner Emma Herron, Kim Witkop, MD, CMO; Karyn Denton, COO/CNO; Renee Jensen, CEO; Patrick Ritter, CFO

ABSENT:

Community	<ul style="list-style-type: none">• Drive thru services: COVID testing [utilization volumes at end] continues to be highly utilized• Population Health grant to address homelessness in the teen population received—planning in process							
Hospital	System-wide	<ul style="list-style-type: none">• No COVID HAI to date among patients or staff• Pandemic Emergency Incidence Response team remains activated• Flu immunizations mandatory for staff: fully compliant, no staff losses this year (single per diem staff ineligible to work until season concluded)• EHR Transition to Thrive in Q1 as part of CPSI (parent company) consolidation toward a single product						
	Inpatient/ Swing	<ul style="list-style-type: none">• Average Daily Census:<table><tr><td>2020 Budget (pts/day and % Occup)</td><td>Nov 2020 (pts/day and % Occup)</td><td>Nov 2020 YTD (pts/day and % Occup)</td></tr><tr><td>22.8 (91%)</td><td>22.2 (89%)</td><td>22.6 (90%)</td></tr></table>• Construction on MedSurg for additional negative pressure rooms is completed and rooms occupied.• Bed-occupancy waiver remains in effect through April 2021	2020 Budget (pts/day and % Occup)	Nov 2020 (pts/day and % Occup)	Nov 2020 YTD (pts/day and % Occup)	22.8 (91%)	22.2 (89%)	22.6 (90%)
	2020 Budget (pts/day and % Occup)	Nov 2020 (pts/day and % Occup)	Nov 2020 YTD (pts/day and % Occup)					
	22.8 (91%)	22.2 (89%)	22.6 (90%)					
	Emergency	<p>Visit Volumes for month: volumes steadily returning</p> <table><tr><td>2020 Budget (visits/day)</td><td>Nov 2020 (visits/day)</td><td>Nov 2020 YTD (visits/day)</td></tr><tr><td>10.8</td><td>7.3</td><td>8.7</td></tr></table> <ul style="list-style-type: none">• ED EHR transition to EPIC on track for Dec 15• Puget Sound Physicians will also start Dec 15	2020 Budget (visits/day)	Nov 2020 (visits/day)	Nov 2020 YTD (visits/day)	10.8	7.3	8.7
	2020 Budget (visits/day)	Nov 2020 (visits/day)	Nov 2020 YTD (visits/day)					
	10.8	7.3	8.7					
	Rehab	<ul style="list-style-type: none">• Interviews for Director of Rehab position underway						
Lab	<ul style="list-style-type: none">• Bringing in an additional unit for COVID testing to increase thru-put capacity							
Imaging	<ul style="list-style-type: none">• Bedside US by ED physicians to be added in December							
Endo	<ul style="list-style-type: none">• Adding a second day to resolve back-log; watching Governor’s proclamations for elective procedure restrictions							
Clinics	<ul style="list-style-type: none">• Sick clinic visits space development still in process (January-Feb goal)• Walk-in clinic planning (January goal)							
Medical Staff	<ul style="list-style-type: none">• <u>Initial Privileging to Provisional Status:</u><ul style="list-style-type: none">○ Lee, David, MD-Telerad○ Ansari, Yasmeen, MD – Emergency Medicine○ Trione, Marc, MD – Emergency Medicine○ Bellis, Y. Marc, MD – Emergency Medicine○ Bennett, Greg, MD – Emergency Medicine○ Boehl, James, MD – Emergency Medicine○ Chang, Richard, MD – Emergency Medicine○ Fisk, Andrea, MD – Emergency Medicine○ Heidelberger, Cory, MD – Emergency Med○ Hirsch, Dana, MD – Emergency Medicine <p>MEC & Med Cmmte Recommend -ations:</p>							

Approved: _12/_06/_2020_

	<ul style="list-style-type: none"> ○ Huckaby, Valerie, MD – Emergency Medicine ○ Kilcline, Bradford, MD – Emergency Medicine ○ Kniffin, Colleen, MD – Emergency Medicine ○ Marshall, Stephen, MD – Emergency Medicine ○ Norland, Kristofor, MD – Emergency Medicine ○ Poels, Emily, MD – Emergency Medicine ○ Savitch, Benjamin, MD – Emergency Medicine ○ Selvam, Anand, MD – Emergency Medicine ○ Shinneman, Scott, MD – Emergency Medicine ○ Tanner, John, MD – Emergency Medicine ○ Tudor, Brandon, MD – Emergency Medicine ○ Van Hare, Robert, MD – Emergency Medicine ○ Weathered, Natalie, MD – Tele-Stroke Neurology ● <u>Extend Provisional Status 6 months (no patient contacts):</u> <ul style="list-style-type: none"> ○ <u>Akbari, Yasmin, MD – TeleRadiology</u> ○ <u>Iles, Benjamin, DO – TeleRadiology</u> ○ <u>Kok, Mitchell, MD – TeleRadiology</u> ● <u>Transition from Provisional to Active:</u> ● <u>Transition from Provisional to Courtesy:</u> ● <u>Transition from Provisional to Telemedicine:</u> <ul style="list-style-type: none"> ○ <u>Zhang, Xi, MD – TeleRadiology</u> ● <u>Transition from Provisional to Affiliate:</u> ● <u>Renewal to Active Staff:</u> ● <u>Renewal to Courtesy Staff:</u> ● <u>Renewal to Telemedicine:</u> ● <u>Renewal to Telemedicine by Proxy (UW):</u> ● <u>Renewal to Affiliate Staff:</u>
Other/ Education	<ul style="list-style-type: none"> ● Review of Medical Staff credentialing process added to queue of education topics for Work Study sessions
Next Meeting	<ul style="list-style-type: none"> ● Jan 5th

COVID testing for Community:

	Total Number Tested	Total Number Positive	Rate of Positivity
March	555	36	6.5%
April	326	22	6.8%
May	769	18	2.3%
June	659	8	1.2%
July ^{+ECF Outreach}	1,300	56	4.3%
August	971	30	3.1%
September	798	52	6.5%
October	1,419	76	5.4%
November	2,053	139	6.8%

Approved: _12/_06/_2020_



FACILITIES COMMITTEE MEETING MINUTES

November 23, 2020

12:00 pm – 1:00 pm

Snoqualmie Valley Hospital

Via Teleconference

Committee Members:

Commissioner Kevin Hauglie, Chair (*absent*)

Commissioner Jen Carter

Karyn Denton, COO/CNO, Executive Chair

Kim Witkop, MD, Interim CEO/CMO

Patrick Ritter, CFO

Scott Nohavec, Facilities Director (*absent*)

Old Business: We received communication from SVSS that they are continuing to pursue options with the county given the zoning limitations. They will follow up with further information as it becomes available.

Update to the planning for the clinic space that is currently used for the Finance offices at the Ridge. Construction drawings expected to be completed by end of the month, and contractors have been identified to submit bids for the project.

New Business:

1. **Maintenance Issues** –
2. **Facility Usage – As of September 2020**
 - a. Due to COVID-19 all external uses of the community room are cancelled until further notice
3. **Environment of Care:** Agenda format reflects categories covered in the EOC Management Plan.

Emergency Management – Continue in external triage due to pandemic.

Commissioner Carter inquired about definition of “external triage”. It was explained that we use the code call “external triage” to call attention to external events called at the state and county level.

Fire Safety Management – Building audits showed several additional outlets were required due to additional equipment and added work stations. These are scheduled for install this week.

Hazardous Materials Waste Management: Cleaning product from Endo is under review to move to a more environmentally and staff user friendly product.

Medical Equipment Management –Building entry temperature monitors were added to the Bio/Med maintenance schedule to assure correct readings.

Physical Plant – COVID testing center volumes have hit record highs in the last two weeks of the month. This has created a need for traffic management during the testing site hours to prevent traffic from blocking hospital entrance and exits. The new testing site at the back of the hospital property will be up and functional by December 4. Med Surg remodel and construction of three additional negative pressure rooms was completed, inspected and approved on 11-20. Rooms are fully operational for inpatients.

Safe Patient Handling – The committee met and will review 2020 Safetyzone reporting to determine if the new training (Demonstration of skills by nursing to “super-users”) is effective.

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

Security Management – Added Security duties for COVID line management.

Utilities management – Fuel samples taken and testing showed level #1 (1 is top rating for fuel).

Workplace Harm- All policies and total program approved and delivered to Operations team. Currently a multidisciplinary response team is available for support for all reported events.

East Campus: 1.New decking nearing completion.

OTHER:

1. **Certificate of Occupancy update-** The final correction to the punchlist will be completed on 11-23. The city has agreed to accept “as is” some concrete work that was in question, following a meeting with engineers from Perteet who felt it was acceptable. Once the work on the 23rd is completed, the project will be ready for final inspection.

Next meeting: December 21, 2020, 2:00-3:00pm, via teleconference

Approved: November 23, 2020

PUBLIC HOSPITAL DISTRICT NO. 4
KING COUNTY, WASHINGTON
RESOLUTION NO. 668-1120

RCW 84.55.120

WHEREAS, the Board of Commissioners of Public Hospital District No. 4, King County, Washington (the “District”), has met and considered its budget for the calendar year 2021; and

WHEREAS, the District’s actual levy amount from the previous year was \$3,982,087 and,

WHEREAS, the population of this District is more than 10,000; NOW, THEREFORE,

BE IT RESOLVED by the Board of Commissioners of Public Hospital District No. 4, King County, Washington that a decrease in the District’s regular property tax levy is hereby authorized for the levy to be collected in the 2021 tax year and that the dollar amount of the increase over the actual levy amount from the previous year shall be \$26,985, which is a percentage increase of .68% from the previous year. This increase is exclusive of additional revenue resulting from: (i) new construction; (ii) increases in assessed value due to construction of wind turbine, solar, biomass, and geothermal facilities, if such facilities generate electricity and the property is not included elsewhere; (iii) improvements to property; (iv) any increase in the assessed value of state-assessed property; and (v) any refunds made.

ADOPTED this 6th day of November, 2020.

President and Commissioner

Commissioner

Commissioner

Commissioner

Secretary and Commissioner

CERTIFICATION

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

1. The attached copy of Resolution No. 668-1120 (the "Resolution") is a full, true and correct copy of a resolution duly adopted at a regular open public meeting of the Commission of the District on November 06, 2020, 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 those members present voted in the proper manner for the adoption of the Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand this 6th day of November, 2020.

PUBLIC HOSPITAL DISTRICT NO. 4,
KING COUNTY, WASHINGTON

Secretary of the Commission

**Public Hospital District No. 4
KING COUNTY, WASHINGTON
RESOLUTION NO. 672-1220**

A RESOLUTION of the Commission of Public Hospital District No. 4, King County, Washington, approving regular meeting dates of the Commission for calendar year 2021

WHEREAS, Public Hospital District No. 4, King County, Washington (the "District") is a public hospital district duly organized and existing under the laws of the State of Washington; and

WHEREAS, pursuant to RCW 42.30.070, the Board is required to establish the dates and times for regular meetings of the Commission; and,

WHEREAS, the District, in conformity with RCW 42.30.070, hereby establishes the schedule of regular meetings for calendar year 2021 as set forth in Exhibit A;

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

SECTION 1: Pursuant to RCW 42.30.070, all regular meetings of the Commission shall normally be held on the second Thursday and fourth Wednesday of each month at 6:30 p.m. at Snoqualmie Valley Hospital, 9801 Frontier Avenue SE, Snoqualmie, WA 98065, as set forth in Exhibit A.

APPROVED AND ADOPTED by the Board of Commissioners of Public Hospital District No. 4, King County, at a rescheduled regular meeting thereof, on the 10th day of December, 2020.

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 certifies as follows:

1. The attached copy of Resolution No. 672-1220 (the "Resolution") is a full, true and correct copy of a resolution duly adopted at a rescheduled regular meeting of the Commission of the District held at Snoqualmie Valley Hospital on December 10, 2020, 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 10th day of December, 2020.

PUBLIC HOSPITAL DISTRICT NO. 4,
KING COUNTY, WASHINGTON

Kevin Hauglie
Secretary of the Commission



Resolution 672-1220 – EXHIBIT A

PUBLIC HOSPITAL DISTRICT NO. 4, KING COUNTY

BOARD OF COMMISSIONERS

2021 MEETING SCHEDULE

All meetings start at 6:30 pm

**Snoqualmie Valley Hospital
9801 Frontier Avenue SE
Snoqualmie, WA 98065**

Regular Monthly Board Meeting
(2nd Thursday of each month)

January 14
February 11
March 11
April 8
May 13
June 10
July 8
August 12
September 9
October 14
November 11 – Public Budget Hearing
December 9

Work Study
(4th Wednesday of each month)

January 27
February 24
March 24
April 28
May 26
June 23
July 28
August 25
September 22
October 27 – Budget Review
November 24
December 22

Public Hospital District No. 4
KING COUNTY, WASHINGTON
RESOLUTION NO. 673-1220

A RESOLUTION of the Commission of Public Hospital District No. 4, King County, Washington, approving legal holidays for all District personnel for calendar year 2021

WHEREAS, Public Hospital District No. 4, King County, Washington (the “District”) is a public hospital district duly organized and existing under the laws of the State of Washington; and

WHEREAS, under RCW 1.16.050, the State of Washington has adopted a listing of “Legal Holidays” for calendar year 2021; and,

WHEREAS, the District, as a political subdivision of the State of Washington, may add or remove holidays from the list provided in RCW 1.16.050 by resolution of the Board of Commissioners of the District;

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

SECTION 1: The District hereby adopts and approves of the following “Legal Holidays” for calendar year 2021:

New Year’s Day (Friday, January 1, 2021)
Memorial Day (Monday, May 31, 2021);
Independence Day (Observed Monday, July 5, 2021);
Labor Day (Monday, September 6, 2021);
Veterans Day (Thursday, November 11, 2021);
Thanksgiving Day (Thursday, November 25, 2021);
Christmas Day (Observed Friday, December 24, 2021)

APPROVED AND ADOPTED by the Board of Commissioners of Public Hospital
District No. 4, King County, at a rescheduled regular meeting thereof, on the 10th day of
December, 2020.

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 certifies as follows:

1. The attached copy of Resolution No. 673-1220 (the "Resolution") is a full, true and correct copy of a resolution duly adopted at a rescheduled regular meeting of the Commission of the District held at Snoqualmie Valley Hospital on December 10, 2020, 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 10th day of December, 2020.

PUBLIC HOSPITAL DISTRICT NO. 4,
KING COUNTY, WASHINGTON

Kevin Hauglie
Secretary of the Commission

Public Hospital District No. 4, King County

KING COUNTY, WASHINGTON

RESOLUTION NO. 674-1220

A RESOLUTION of the Board of Commissioners of Public Hospital District No. 4, King County, approving the bonus retention payment amounts for specified employees of the District.

WHEREAS, Public Hospital District No. 4, King County, (the "District") is a public hospital district and municipal corporation duly organized and existing under the laws of the State of Washington and doing business as Snoqualmie Valley Hospital; and

WHEREAS, pursuant to R.C.W. 70.44.003 and 70.44.010, the District is a public hospital district authorized to own and operate hospitals and other health care facilities for the public purpose of providing hospital services and other health care services to residents of the district and to others; and

WHEREAS, the District and its Board of Commissioners is vested with authority to employ individuals under RCW 70.44.060; and

WHEREAS, the Board of Commissioners remains committed to attracting and retaining employees of superior qualifications and providing appropriate recognition and compensation; and

WHEREAS, the District's Finance Committee has recommended a two percent (2%) retention bonus payment for all regular full-time and part-time employees of the District, of their annual salary, to provide for the retention and immediate stabilization of experienced and trained staffing needed to address the ongoing pandemic. Without such retention the hospital would not be adequately positioned to address the needs of the

district, now or in the future. The payment is intended to encourage and promote continued excellence and performance in the future; and

WHEREAS, the District's Finance Committee has recommended that this retention payment be paid to all full-time and part-time employees that have a hiring date of prior to September 1, 2020 and are employed through December 13, 2020; and

WHEREAS, the District's Finance Committee has recommended that this retention payment be included in the employees' last regular payroll in December 2020 and distributed in the December 18, 2020 disbursements; and

WHEREAS, the District's Finance Committee has recommended specifically the exclusion of the District's management team members, consisting of the Interim Chief Executive Officer, the Chief Medical Officer, the Chief Operating Office/Chief Nursing Officer and the Chief Financial Officer and any contracted and independent contractors or per diems of the District from the receipt and payment of this retention amount; and

WHEREAS, the District has determined it is in the best interests of the District and the organization to provide the retention compensation to certain identified employees to maintain adequate staff levels through the expected continuation of the COVID-19 Pandemic into 2021. This retention bonus is not related to any services or employment already performed.

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

SECTION 1: All full-time and part-time employees that have a hiring date with the District prior to September 1, 2020 and that are employed through December 13, 2020 shall receive a two percent (2%) retention bonus payment, of their 2020 annual salary.

The retention bonus is deemed necessary by the District to maintain adequate staff levels through the expected continuation of the COVID-19 Pandemic in 2021. The retention payment is work to be performed by eligible employees on or after January 1, 2021.

SECTION 2: The retention payments shall be included in the employees' last regular payroll in December 2020 and distributed in the December 18, 2020 disbursements.

SECTION 3: The District's management team members, consisting of the Interim Chief Executive Officer, the Chief Medical Officer, the Chief Operating Office/Chief Nursing Officer and the Chief Financial Officer and any and all contracted and independent contractors or per diems of the District are excluded from the receipt and payment of this retention amount.

SECTION 4: The Interim CEO/Superintendent is also authorized to take any necessary further steps with the District's Human Resource and Payroll departments to implement the terms and intent of this resolution.

ADOPTED by the Board of Commissioners of Public Hospital District No. 4, King County, at a duly and properly noticed meeting thereof, on the 10th day of December 2020.

President

Secretary

Commissioner

Commissioner

Commissioner

CERTIFICATION

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

1. The attached copy of Resolution No. 674-1220 (the "Resolution") is a full, true and correct copy of a resolution duly adopted at a regular meeting of the Commission held at Snoqualmie Valley Hospital on December 10, 2020, as that resolution appears on the minute book of the District; and the Resolution is now in full force and effect; 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 10th day of December, 2020.

PUBLIC HOSPITAL DISTRICT NO. 4,
KING COUNTY, WASHINGTON

Kevin Hauglie
Secretary of the Commission

thank
you



The Board would like to thank all of you for withstanding the rigors of the past several months and into the new year by rightfully rewarding you with a 2% bonus. We truly appreciate your hard work in providing exemplary service to all of our patients. We hope that your holiday season will be full of joy, peace and above all good health.

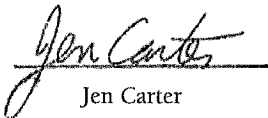
Sincerely,



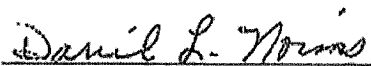
Emma Herron



David Speikers



Jen Carter



Darrel Norris



Kevin Hauglie