
Business Session Draft Agenda
Wednesday, March 15, 2017

<u>Call to Order:</u>	3:30
<u>Approve Agenda:</u>	3:35
<u>Patient Story:</u> Jackie Mossakowski	3:40
<u>Minutes:</u> Action Requested <ul style="list-style-type: none">March 1 Regular Session (pg. 2-6)	3:45
<u>Required Approvals:</u> Action Requested <ul style="list-style-type: none">Medical Staff Credentials/Appointments/Reappointments (pg. 7)February Warrants and Adjustments (pg. 8-12)Resolution 2017-11 Cancel Warrants (pg. 13)Resolution 2017-12 Surplus Equipment (pg. 14)Resolution 2017-13 Dietary Cash Drawer Increase (pg. 15)	3:50
<u>Public Comment:</u> <i>(Alternative methods of providing public comment on any item on the agenda or any other hospital issue is through a letter addressed to Commissioners at 834 Sheridan Street, Port Townsend, WA 98368 or email to Commissioners at commissioners@jgh.org)</i>	4:00
<u>Resolution 2017-09: A Resolution Regarding Medicare, Medicaid, and Federal Health Insurance Policy:</u> Action Requested	4:10
<u>Resolution 2017-10: CHIP Resolution:</u> Action Requested (pg. 16-18)	4:20
<u>Quality & Pt Safety Report:</u> Brandie Manuel	4:30
<u>Financial Report:</u> Hilary Whittington <ul style="list-style-type: none">February	4:50
<u>Administrator's Report:</u> Mike Glenn	5:10
<u>Chief Medical Officer Report:</u> Joe Mattern, MD	5:30
<u>Board Report:</u>	5:50
<u>Conclude:</u>	6:00

This Regular Session will be officially audio recorded.
Times shown in agenda are estimates only.

Jefferson County Public Hospital District No.2
Board of Commissioners, Regular Session Minutes
Wednesday, March 1, 2017
Victor J. Dirksen Conference Room

Call to Order:

The meeting was called to order at 3:29 pm by Commissioner Buhler. Present were Commissioners Buhler, De Leo, Dressler, Kolff, and Ready. Also present were, Jackie Mossakowski, CNO, Brandie Manuel, Executive Director Quality and Patient Safety, Lisa Holt, CAO and Alyssa Rodrigues, Administrative Assistant. This meeting was officially audio recorded by Jefferson Healthcare. Not present, Mike Glenn, CEO.

Approve Agenda:

Commissioner Dressler made a motion to approve the March 1 educational agenda. Commissioner Kolff seconded the motion and suggested adding board reports to the educational agenda. Commissioner De Leo seconded the amended motion.

Action: Amended motion presented by Commissioner Kolff passed unanimously.

Action: Original motion presented by Commissioner Dressler passed unanimously.

Patient Story:

CNO Jackie Mossakowski announced that Jefferson Healthcare had their first patient in the new psychiatric hold room. She also read aloud a letter written to CEO Mike Glenn regarding different patient's pleasant experience at Jefferson Healthcare.

Minutes:

- February 15 Regular Session minutes

Commissioner De Leo made a motion to approve the February 15 regular session minutes. Commissioner Dressler seconded the motion.

Action: Motion passed unanimously.

Required Approvals:

- Medical Staff Credentials/Appointments/Reappointments
- Medical Staff Peer Review Policy

Commissioner Buhler made a correction to take out the Ethics Consultations Policy from the packet because it was put in by error and that voting will only occur in regards to Medical Staff Peer Review policy and Medical Staff/ Credentials/ Appointments/ Reappointments.

Commissioner De Leo made a motion to approve Medical Staff Credentials/ Appointments/ Reappointments pending a signed Jefferson Healthcare confidentiality and code of conduct form. Commissioner Dressler seconded the motion. Commissioner De Leo made a motion to approve Medical Staff Peer Review Policy as presented. Commissioner Dressler seconded the motion.

Action: Motion passed unanimously.

Commissioner Kolff announced he would like to have an Ethics presentation placed on an educational agenda in the future.

Resolution 2017-09: A Resolution regarding Medicare, Medicaid, and Federal Health Insurance Policy:

Diane Jones, Board Chair, North Olympic Peninsula Organizing Committee and Board Member, Puget Sound Advocates for Retirement Action presented Resolution 2017-09.

Commissioner De Leo announced that he had suggested amendments to the resolution.

Commissioner Ready made a motion to consider Resolution 2017-09: with suggested changes from Commissioner De Leo. Commissioner De Leo seconded the motion and suggested Commissioner Ready to amend his motion to say adopt not consider.

Commissioner Ready amended his motion to say adopt not consider in regards Resolution 2017-09. Commissioner De Leo seconded.

Commissioner De Leo read aloud his amended changes.

Commissioner De Leo made a motion to replace Jefferson Healthcare with Jefferson County Public Hospital District No.2. Commissioner Dressler seconded.

Action: Motion passed unanimously.

Commissioner De Leo made an amendment to delete paragraph that reads, "BE IT FURTHER RESOLVED that the Board calls on Congress to make no changes to federal health care policies that would reduce the number of people; reduce the level of coverage; raise consumer costs for insurance, care, or prescription; or lower reimbursement levels to Critical Access Hospitals and Rural Health Clinics from federal programs; and". Commissioner Dressler seconded the motion.

Discussion ensued.

Action: Motion passed 3 to 1 with 1 abstention. Commissioner Buhler, Kolff, and Ready in favor. Commissioner De Leo opposed. Commissioner Dressler abstained.

Commissioner De Leo made an amendment to fix the signature page to match the Jefferson Healthcare resolution format. Commissioner Dressler seconded.

Action: Motion passed unanimously.

Commissioner De Leo made a motion to have the 4th "Where as" read "majority of" or "significant amount" because the numbers are outdated and reference on Resolution 2017-09 is from 2014.

Discussion ensued.

Commissioner Kolff made a motion to adopt the resolution with the numbers that CFO Hilary Whittington and Commissioner Dressler agree best reflect the current situation.

Action: Motion died for lack of a second.

Commissioner De Leo made a motion to delete the reference to the origin of the stats.
Commissioner Ready seconded.

Action: Motion passed unanimously

Commissioner De Leo made a motion to table 2017-09 until next meeting.
Commissioner Ready seconded.

Action: Motion passed unanimously.

Commissioner Buhler recessed for break at 3:50pm.
Commissioner Buhler reconvened the meeting at 3:55pm.

Business of the Board:

- Committee Assignments

Commissioner Buhler distributed document reflecting committee assignments.

Commissioner Kolff announced he was asked to be on the Citizens for Healthcare Access Group and provided background about the group.

Discussion ensued.

Commissioner Ready made a motion to nominate Commissioner Kolff for the Citizens for Healthcare Access group. Commissioner Kolff seconded the motion.

Action: Motion passed 4 to 0 with 1 abstention. Commissioner Dressler, Buhler, Ready, and Kolff in favor. Commissioner De Leo abstained.

Discussion ensued.

Commissioner De Leo made a motion to request to look into the request to be a Jefferson County Public Hospital District No. 2 board representative on the Jefferson Transit Authority Board. Commissioner Dressler seconded the motion.

Discussion ensued.

Action: Motion passed unanimously.

Discussion ensued.

Commissioner De Leo made a motion to reaffirm Commissioner Buhler as the Jefferson County Public Hospital District No. 2 board representative for the Board of Health.
Commissioner Kolff seconded the motion.

Discussion ensued.

Action: Motion passed unanimously

Discussion ensued.

Commissioner De Leo made a motion to no longer have Jefferson County Public Hospital District No. 2 commissioner representation on the Employee Recognition Selection Committee. Commissioner Ready seconded.

Discussion ensued.

Action: Motion passed unanimously.

Commissioner Ready made a motion to add the Green Committee to the list of committees. Commissioner Dressler seconded the motion and made an amendment to have Commissioner Ready serve as a representative of the board on the Green Committee.

Discussion ensued.

Action: Amended motion made by Commissioner Dressler passed unanimously.

Action: Original motion made by commissioner Ready passed unanimously.

Commissioner Kolff made a request to be a representative on the Green Committee. Commissioner Ready seconded the motion.

Action: Motion passed unanimously.

Discussion ensued.

- Evaluate Board compliance

Commissioner Buhler distributed a document reflecting suggestions for the Board Evaluation Criteria.

Discussion ensued.

Commissioner Buhler and Ready will collaborate on melding all criteria suggestions.

Board reports:

Commissioner Kolff announced he went to an excellent presentation by Healthcare for All Washington at Chimacum High School.

Commissioner Kolff learned that there is a delegation of people coming from Japan through University of Washington on March 24. They will be given a tour of South County and Jefferson Healthcare and he would like to see if Commissioners could be involved.

Commissioner De Leo announced that Chuck Henry expressed his appreciation for the staff at Jefferson Healthcare at a recent rotary meeting.

Commissioner De Leo announced that on February 7 Washington State Hospital Association released their statement to the Immigration Executive Order. Commissioner De Leo suggested adopting as our position at next meeting.

Commissioner Buhler recessed for break at 4:30pm.
Commissioner Buhler reconvened the meeting at 4:40pm.

Open Government Training

- Lesson 1: Open Government Overviews and General Principals

Power point from the "Washington State Office of the Attorney General" website was dispersed to Commissioners.

Discussion ensued.

- Lesson 2: Open Public Records- RCW 42.56

Watched video from the "Washington State Office of the Attorney General" website.

Discussion ensued.

- Lesson 3: Open Public Meetings- RCW 42.30. 42.32

Watched video from the "Washington State Office of the Attorney General" website.

Discussion ensued.

Commissioner Dressler distributed an opinion from a representative of the Municipal Research and Services Center regarding proposed resolutions going through a board member to be considered.

Discussion ensued.

Conclude:

Commissioner Ready made a motion to conclude the meeting. Commissioner Dressler seconded the motion.

Action: Motion passed unanimously.

Meeting concluded at 5:39pm.

Approved by the Commission:

President of Commission: Jill Buhler _____

Secretary of Commission: Marie Dressler _____

FROM: Barbara York – Medical Staff Services
RE: 2-28-2017 Medical Executive Committee appointments/reappointments and annual policy review recommendations for Board approval 3-15-2017

C-0241

§485.627(a) Standard: Governing Body or Responsible Individual

The CAH has a governing body or an individual that assumes full legal responsibility for determining, implementing and monitoring policies governing the CAH'S total operation and for ensuring that those policies are administered so as to provide quality health care in a safe environment.

Interpretive Guidelines §485.627(a)

It is the responsibility of the governing body (or responsible individual) to appoint, with the advice of the medical staff, the individual practitioners to the medical staff. After considering medical staff recommendations, and in accordance with established CAH medical staff criteria and State and Federal laws and regulations, the governing body (or responsible individual) decides whether or not to appoint new medical staff members or to continue current members of the medical staff.

Recommended reappointments to the **active** staff with privileges as requested:

1. Carlson, Todd, MD – Family Medicine/OB
2. Janssen, Claus, MD – Family Medicine
3. Lawrence, Jay DO – General Surgery
4. Parker, Molly, MD – Family Medicine/OB

Recommended reappointments to the **courtesy** staff with privileges as requested:

1. Edelman, Steve, MD – Diag. Radiology
2. Lubinski, Lissa, MD – Family Medicine/Reproductive
3. Peet, Andrew, MD – Emergency Medicine
4. Hensley, Holly, MD – Tele-Neurology (credentialed via Swedish Delegation Agreement)

	February 2017 Actual	February 2017 Budget	Variance Favorable/ (Unfavorable)	%	February 2017 YTD	February 2017 Budget YTD	Variance Favorable/ (Unfavorable)	%	February 2016 YTD
Gross Revenue									
Inpatient Revenue	3,522,499	3,107,820	414,680	13%	8,862,282	6,548,621	2,313,661	35%	6,163,244
Outpatient Revenue	12,105,206	13,021,798	(916,592)	-7%	24,925,859	27,438,794	(2,512,935)	-9%	19,490,436
Total Gross Revenue	15,627,706	16,129,618	(501,912)	-3%	33,788,141	33,987,414	(199,273)	-1%	25,653,680
Revenue Adjustments									
Cost Adjustment Medicaid	1,560,260	1,979,587	419,327	21%	3,333,613	4,171,272	837,659	20%	3,217,642
Cost Adjustment Medicare	5,418,909	5,315,798	(103,111)	-2%	12,115,704	11,201,147	(914,557)	-8%	7,658,663
Charity Care	58,647	100,894	42,246	42%	119,322	212,597	93,275	44%	256,216
Contractual Allowances Other	1,272,290	1,130,153	(142,137)	-13%	2,444,478	2,381,394	(63,084)	-3%	1,887,693
Administrative Adjustments	(9,940)	18,174	28,114	155%	18,446	38,294	19,848	52%	46,343
Adjust Bad Debt	324,958	239,283	(85,675)	-36%	591,536	504,203	(87,334)	-17%	806,758
Total Revenue Adjustments	8,625,123	8,783,887	158,763	2%	18,623,100	18,508,907	(114,193)	-1%	13,873,316
Net Patient Service Revenue	7,002,582	7,345,731	(343,149)	-5%	15,165,041	15,478,507	(313,466)	-2%	11,780,364
Other Revenue									
340B Revenue	307,331	235,054	72,277	31%	611,400	495,293	116,107	23%	586,710
Meaningful Use Ehr Incentive	-	3,068	(3,068)	-100%	-	6,466	(6,466)	-100%	-
Other Operating Revenue	48,759	102,030	(53,271)	-52%	197,068	214,991	(17,923)	-8%	141,545
Total Operating Revenues	7,358,672	7,685,883	(327,212)	-4%	15,973,509	16,195,257	(221,748)	-1%	12,508,618
Operating Expenses									
Salaries And Wages	3,952,580	3,803,584	(148,997)	-4%	7,668,263	8,014,696	346,433	4%	6,249,189
Employee Benefits	1,025,600	939,568	(86,032)	-9%	2,006,171	1,979,805	(26,366)	-1%	1,510,269
Professional Fees	440,172	262,364	(177,808)	-68%	759,823	552,838	(206,985)	-37%	476,918
Purchased Services	429,893	487,736	57,843	12%	875,231	1,027,730	152,499	15%	585,890
Supplies	1,297,288	1,095,087	(202,201)	-18%	2,581,851	2,307,505	(274,346)	-12%	1,749,365
Insurance	47,845	52,164	4,320	8%	95,460	109,918	14,458	13%	83,750
Leases And Rentals	119,876	133,437	13,562	10%	247,526	281,171	33,645	12%	185,825
Depreciation And Amortization	348,375	282,625	(65,750)	-23%	696,469	595,531	(100,938)	-17%	699,216
Repairs And Maintenance	56,328	69,754	13,426	19%	96,811	146,983	50,172	34%	156,850
Utilities	91,218	70,567	(20,651)	-29%	173,472	148,694	(24,778)	-17%	137,600
Licenses And Taxes	(17,827)	42,059	59,885	142%	86,281	88,623	2,342	3%	109,117
Other	135,945	157,911	21,966	14%	283,074	332,741	49,667	15%	213,413
Total Operating Expenses	7,927,293	7,396,856	(530,437)	-7%	15,570,432	15,586,235	15,803	0%	12,157,401
Operating Income (Loss)	(568,622)	289,027	(857,649)	-297%	403,077	609,022	(205,945)	-34%	351,217
Non Operating Revenues (Expenses)									
Taxation For Maint Operations	14,485	15,496	(1,011)	-7%	35,410	32,652	2,758	8%	29,291
Taxation For Debt Service	12,345	17,164	(4,820)	-28%	37,341	36,168	1,174	3%	43,269
Investment Income	14,655	5,945	8,710	147%	26,285	12,527	13,757	110%	3,857
Interest Expense	(79,321)	(77,330)	(1,991)	-3%	(104,739)	(162,945)	58,207	36%	(64,345)
Bond Issuance Costs	-	(11,507)	11,507	0%	-	(24,247)	24,247	0%	-
Gain or (Loss) on Disposed Asset	-	-	-	0%	5,500	0	5,500	0%	6,171
Contributions	4,794	10,740	(5,946)	-55%	10,319	22,630	(12,311)	-54%	18,243
Total Non Operating Revenues (Expenses)	(33,043)	(39,492)	6,449	16%	10,116	(83,215)	93,330	112%	36,487
Change in Net Position (Loss)	(601,664)	249,536	(851,200)	-341%	413,193	525,807	(112,615)	-21%	387,704

**JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368**

**TO: BOARD OF COMMISSIONERS
FROM: HILARY WHITTINGTON, CFO
RE: FEBRUARY 2017 WARRANT SUMMARY**

The following items need to be approved at the next commission meeting:

General Fund Warrants & ACH Transfers	\$8,821,013.05	(Provided under separate cover)
Bad Debt / Charity	\$373,664.90	(Attached)
Canceled Warrants	\$263.15	(Attached)

JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368

TO: BOARD OF COMMISSIONERS
FROM: HILARY WHITTINGTON, CFO
RE: FEBRUARY 2017 GENERAL FUND WARRANTS & ACH
FUND TRANSFERS

Submitted for your approval are the following warrants:

GENERAL FUND:

233943 - 234702	\$5,247,230.83
ACH TRANSFERS	<u>\$3,573,782.22</u>
	<u>\$8,821,013.05</u>
YEAR-TO-DATE:	<u><u>\$17,397,077.27</u></u>

Warrants are available for review if requested.

JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368

TO: BOARD OF COMMISSIONERS
FROM: HILARY WHITTINGTON, CFO
RE: FEBRUARY 2017 BAD DEBT, ADMINISTRATIVE, AND CHARITY CARE WRITE OFFS

Submitted for your approval are the following:

	FEBRUARY	FEBRUARY YTD	FEBRUARY YTD BUDGET
Bad Debts:	\$324,957.54	\$591,536.46	\$504,202.74
Charity Care:	\$58,647.33	\$119,322.19	\$212,597.07
Other Administrative Adjustments:	(\$9,939.97)	\$18,446.23	\$38,294.46
	<hr/>		
TOTAL FOR MONTH:	\$373,664.90	\$729,304.88	\$755,094.27
	<hr/> <hr/>		

JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368

TO: BOARD OF COMMISSIONERS
FROM: HILARY WHITTINGTON, CFO
RE: FEBRUARY 2017 WARRANT CANCELLATIONS

State law requires you to pass a resolution canceling any warrants which are not presented to the Treasurer for payment within one year of issue.

DATE	WARRANT	AMOUNT
2/4/2016	223016	\$ 75.00
2/4/2016	223051	\$ 15.00
2/16/2016	223357	\$ 44.15
2/18/2016	223621	\$ 129.00

TOTAL:	<u>\$263.15</u>
--------	-----------------

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2017-11

A RESOLUTION CANCELING SAID WARRANTS IN
THE AMOUNT OF \$263.15

WHEREAS warrants of any municipal corporation not presented within one year of their issue, or, that have been voided or replaced, shall be canceled by the passage of a resolution of the governing body.

NOW, THEREFORE BE IT RESOLVED THAT:

In order to comply with RCW 36.22.100, warrants indicated below in the total amount of \$263.15 be canceled.

Date of Issue	Warrant #	Amount
02/04/2016	223016	75.00
02/04/2016	223051	15.00
02/16/2016	223357	44.15
02/18/2016	223621	129.00
Total		263.15

APPROVED THIS 15th day of March, 2017.

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

APPROVED BY THE COMMISSION:

Commission Chair – Jill Buhler: _____

Commission Secretary – Marie Dressler: _____

Attest:

Commissioner – Anthony De Leo: _____

Commissioner – Kees Kolff: _____

Commissioner – Matt Ready: _____

RESOLUTION 2017-12

**A RESOLUTION TO DECLARE CERTAIN ITEMS SURPLUS TO THE NEEDS OF
JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2 AND
TO AUTHORIZE THE DISPOSAL OF SAID EQUIPMENT**

WHEREAS the item(s) of equipment enumerated below are obsolete and otherwise surplus to the needs of the District, and

WHEREAS said equipment now creates a storage problem and represents an unnecessary cost to the District to retain it,

NOW, THEREFORE BE IT RESOLVED THAT:

- 1) The following equipment be declared surplus to the immediate needs of Jefferson County Public Hospital District No. 2 and will be disposed of in compliance with appropriate State laws:

Description	Asset #	Serial #	Model #
Choledochoscope old Laparoscope Arthroscopy	N/A	2801856	CHF type P-10, -Stryker 7-3377-32scope -Stryker 502-427-030 scope -Stryker 502-527-030 scope

APPROVED THIS 15th day of March, 2017.

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

APPROVED BY THE COMMISSION:

Commission Chair – Jill Buhler: _____

Commission Secretary – Marie Dressler: _____

Attest:

Commissioner – Anthony De Leo: _____

Commissioner – Kees Kolff: _____

Commissioner – Matt Ready: _____

RESOLUTION 2017-13

Jefferson County Public Hospital District No. 2

A Resolution of Jefferson County Public Hospital District No. 2, establishing cash drawer accounts and Petty Cash Funds.

WHEREAS, The Board of Commissioners finds that it is efficient and cost effective to maintain a cash drawer system to receive payments from patients, and to allow small purchases and reimbursements to be made through a petty cash system; and

WHEREAS, the state Budgetary, Accounting, and Reporting (BARS) Manual makes provisions for and outlines procedures for such systems;

NOW, THEREFORE, the Board of Commissioners of the Jefferson County Public Hospital District No.2 do ordain as follows:

Section 1: The following Petty Cash Funds and Cash Drawers are hereby established:

CASH DRAWERS:

CD 1	\$100
CD 2	\$310
CD 3	\$100
CD 4	\$100
CD 5	\$100
CD 6	\$100
CD 7	\$100
CD 8	\$100
CD 9	\$100
CD 10	\$150
CD 11	\$100

PETTY CASH FUNDS:

PC 1	\$200
PC 2	\$100
PC 3	\$500

**A key code of cash drawer and petty cash fund locations is kept in the office of the Financial Administrative Analyst.

Section 2: The Controller, under the direction of the Chief Financial Officer, shall amend as needed, the policies and procedures for monitoring the disbursement, accounting, and replenishment of funds.

ADOPTED and APPROVED by the Board of Commissioners of Jefferson County Public Hospital Dist No. 2 at an open public meeting thereof this 15th day of March, 2017, the following Commissioners being present and voting in favor of the resolution.

Commission Chair – Jill Buhler: _____

Commission Secretary – Marie Dressler: _____

Attest:

Commissioner – Anthony De Leo: _____

Commissioner – Kees Kolff: _____

Commissioner – Matt Ready: _____

**JOINT RESOLUTION OF THE
JEFFERSON COUNTY BOARD OF HEALTH
AND
JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2 BOARD OF COMMISSIONERS
(DBA: Jefferson Healthcare)**

Jefferson County RESOLUTION NO. ____
Jefferson County Public Hospital
District No. 2 RESOLUTION NO. 2017-10

WHEREAS, over the past three years, residents of Jefferson County have been considering all aspects of health through reviewing data, prioritizing issues, and creating a plan with the end goal of improving health – not just by reducing illness, but by enhancing physical, mental and social well-being; and

WHEREAS, this extensive community engagement resulted in the creation of a Strategic Framework that captures the four priority areas (Access to Care, Immunizations, Chronic Disease Prevention, and Access to Mental Health and Chemical Dependency Care), identifies goals, objectives, strategies, and measurements intended to improve the health of Jefferson County residents where they live, work and play; and

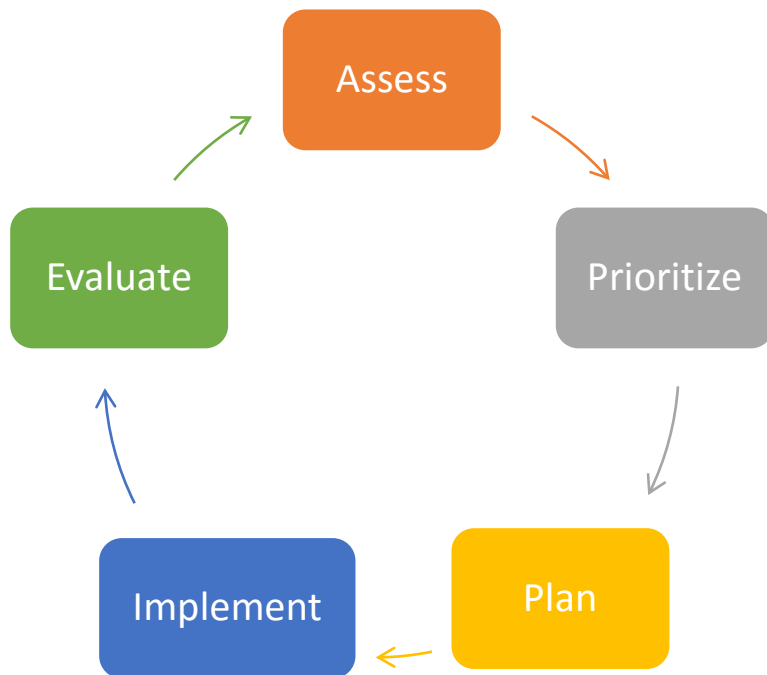
WHEREAS, the environment in which we live impacts health; the accessibility of safe places for physical activity and the availability of nutritious foods are just two examples; and

WHEREAS, health and well-being is more than access to health care, and that, excluding genetics, 70% of health is determined by the social determinants of health including behaviors such as alcohol and drug use, tobacco use, sexual activity etc. and other social determinants of health such as housing, education, income, social isolation, community safety, and finally recognizing the root causes such as adverse childhood experiences and disparities; and

WHEREAS, a Community Health Improvement Plan (CHIP) is a long-term, systematic effort to address the community's most important health problems, is community-driven, data focused, and is used to define a vision for health in a community; and

WHEREAS, the CHIP and its supporting Strategic Framework is intended to guide community leaders and residents in making decision about where to invest time and resources to improve the health and well-being of individuals, families, and Jefferson County communities; and

WHEREAS, it is necessary to provide an organizational infrastructure focused on the implementation of the CHIP and to sustain the community effort of health improvement that encompasses the on-going cycle of: Assessment, CHIP Development based on Assessment Data and Prioritization, Assessment and Evaluation, CHIP priority and Strategic Framework adjustment based on Assessment Data and Evaluation, continued CHIP implementation, etc.



NOW THEREFORE BE IT RESOLVED that the Jefferson County Board of Health and the Jefferson County Public Hospital District #2 do hereby recommend to the City of Port Townsend Council, the Jefferson County Board of Commissioners, and the Jefferson County Public Hospital District #2 Board of Commissioners to fund the Community Health Improvement program, including a full time CHIP Executive Director position and the equivalent of a .25 Epidemiologist through December 31,2018 at the following amounts:

- | | | |
|-------------------------|-----------------|----------------------|
| • Jefferson County | \$34,500 – 2017 | \$53,000 – 2018 |
| • Jefferson Healthcare | \$34,500 – 2017 | \$53,000 – 2018 |
| • City of Port Townsend | \$17,250 – 2017 | \$26,500 – 2018; and |

BE IT FURTHER RESOLVED that governance of the CHIP program will be provided jointly by the Jefferson County Board of Health and Jefferson County Public Hospital District #2; and

BE IT FURTHER RESOLVED that operational oversight will be provided by a Steering Committee consisting of leadership from Jefferson County Public Health and Jefferson Healthcare; and

BE IT FURTHER RESOLVED that Jefferson Healthcare will serve as the fiscal agent and house the CHIP staff and will provide in-kind administrative support for the program and up to \$12,100 of the program funding is allowed for overhead costs; and

BE IT FURTHER RESOLVED that the Jefferson County Board of Health and the Jefferson County Public Hospital District #2 do hereby recommend to the City of Port Townsend Council, the Jefferson County Board of Commissioners, and the Jefferson County Public Hospital District #2 Board of Commissioners the creation of an Interlocal Agreement

commemorating the policy and operational recommendations contained herein with sufficient detail to make clear the policy and intent of the Parties to this Resolution.

APPROVED, ADOPTED AND PASSED, THIS ____ DAY OF MARCH, 2017 by Jefferson County Public Hospital District No. 2
APPROVED, ADOPTED AND PASSED, THIS ____ DAY OF MARCH, 2017 by Jefferson County Board of Health

The Board of Health, Jefferson County

By: _____
Catharine Robinson, Chair

By: _____
John Austin

By: _____
Jill Buhler

By: _____
Kate Dean

By: _____
Kathleen Kler

By: _____
David Sullivan

By: _____
Sheila Westerman

Jefferson County Public Hospital District No. 2

By: _____
Jill Buhler, Chair

By: _____
Marie Dressler

By: _____
Anthony De Leo

By: _____
Matt Ready

By: _____
Kees Kolff