Regular Session Agenda
Wednesday, May 22, 2019

**Call to Order:** 2:30

**Education Topic:** 2:31
- Jefferson Healthcare Strategic Plan Update

**Break:** 3:15

**Approve Agenda:** 3:30

**Team/Employee/ Provider of the Quarter** 3:31

**Patient Story:** 3:40

**Minutes:** Action Requested 3:50
- April 24 Regular Session (pg. 2-4)
- May 8 Special Session (pg. 5)

**Required Approvals:** Action Requested 3:51
- April Warrants and Adjustment (pg. 6-11)
- Resolution 2019-07 Surplus Equipment (pg. 12)
- Medical Staff Credentials/ Appointments/ Reappointments (pg. 13)
- 2019-08 Interlocal Agreement for Expansion of Summer Meals Program (pg. 14-18)
- 2019-09 Interlocal Agreement for Expansion of Summer Meals and Programming (pg. 19-23)

**Public Comment:** 3:55
*(In lieu of in-person comment, members of the public may provide comment on any agenda item or any other matter related to the District via a letter addressed to the Commissioners at 834 Sheridan Street, Port Townsend, Washington 98368, or via email to commissioners@jeffersonhealthcare.org.)*

**Health Grades Presentation:** 4:05
- Katharine Mongoven, MBA, Senior Director, Quality Solutions

**Financial Report:** Hilary Whittington, CAO/CFO 4:15

**Quality Report:** Brandie Manuel, Chief Pt Safety and Quality Officer 4:25

**Administrative Report:** Mike Glenn, CEO 4:35

**Chief Medical Officer Report:** Dr. Joseph Mattern, MD, CMO 4:45

**Board Business:** 4:55

**Meeting Evaluation:** 5:00

**Conclude:** 5:05
This Regular Session will be officially audio recorded.
Times shown in agenda are estimates only.
Call to Order:
The meeting was called to order at 2:29pm by Board Chair Buhler Rienstra. Present were Commissioners Kolff, McComas and Ready. Also, in attendance were Mike Glenn, CEO, Hilary Whittington, Chief Administrative Officer/Chief Financial Officer, Jon French, Chief Legal Officer, Tina Toner, Chief Nursing Officer, Brandie Manuel, Chief Patient Safety and Quality Officer, Jenn Wharton, Chief Ambulatory and Medical Group Officer, Dr. Joe Mattern, Chief Medical Officer, Caitlin Harrison, Chief Human Resources Officer, and Alyssa Rodrigues, Administrative Assistant were also in attendance. This meeting was officially audio recorded by Jefferson Healthcare. Commissioner Dressler was excused.

Education:
Dr. Steve Butterfield, Chief Medical Officer, Medical Group and Jenn Wharton, Chief Ambulatory and Medical Group Officer presented the Jefferson Healthcare Medical Group update.

Discussion ensued.

Break:
Commissioners recessed for break at 3:18pm.

Commissioners reconvened from break at 3:30pm.

Approve Agenda:
Commissioner McComas made a motion to approve the agenda with the removal of Medical Staff Policy in the Required Approvals. Commissioner Ready seconded.

Action: Motion passed unanimously.

Patient Story:
Tina Toner, CNO, provided the patient story regarding a patient who had chronic respiratory problems and obstructive sleep apnea. The patient reported to the hospital with influenza resulting in acute and chronic respiratory failure. Providers, RN’s, and Respiratory Therapists tried to convince the patient to wear a device called a biPAP machine to avoid having to be intubated and put on a breathing machine, the patient refused. The next morning an RT was able to convince the patient to wear the machine by promising the patient she wouldn’t leave the room; she would hold it up to her face and not put the straps around her head. The RT held the mask for up to 60 minutes. The patient grew comfortable with the machine and the therapist and eventually agreed to wear it independently. The patient wore the mask independently the whole next day and did not have to be intubated. Tina Toner, CNO, described the teamwork between all parties and continued to explain the importance of the Respiratory Therapy department.
Minutes:
- March 19 Special Session
- March 27 Regular Session
Commissioner Kolff made a motion to approve the March 19 Special Session Minutes and March 27 Regular Session Minutes. Commissioner McComas seconded.
Action: Motion passed unanimously.

Required Approvals: Action Requested
- March Warrants and Adjustments
- Resolution 2019-06 Cancelled Warrants
- Medical Staff Credentials/Appointments/Reappointments
Commissioner Kolff made a motion to approve March Warrants and Adjustments, Resolution 2019-06 Cancelled Warrants, Medical Staff Credentials/Appointments/Reappointments. Commissioner Ready seconded.
Action: Motion passed unanimously.

Report on Exercise for Health:
Mitzi Hazard, Director of Wellness and Rehab, provided a report on Exercise for Health.
Discussion ensued.

Report on Washington State Collection Practices:
Discussion ensued around Washington State and Jefferson Healthcare Collections Practices.

Public Comment:
Public comment was made.

Patient Advocate Report: Jackie Levin, Patient Advocate
Jackie Levin, Patient Advocate, presented the 1st quarter Patient Advocate Report.
Discussion ensued.

Financial Report:
Discussion ensued.

Quality Report:
Brandie Manuel, Chief Patient Safety and Quality Officer, presented the Critical Access Hospital Report.
Discussion ensued.
Commissioner Kolff made a motion to approve the 2018 Critical Access Hospital Report. Commissioner McComas seconded.
**Action:** Motion passed unanimously.

**Administrative Report**
Mike Glenn, CEO, presented the Administrative report.

Discussion ensued.

Commissioner Ready made a motion to approve the new Mission Statement. Commissioner McComas seconded.
**Action:** Motion passed unanimously.

**Chief Medical Officer Report:**
Dr. Joseph Mattern, CMO, reported on the Chief Medical Report which included potentially presenting more topics to the board, epic upgrade, and Exercise for Health.

**Board Business:**
Commissioner Kolff acknowledged a letter that was written to the board and requested an update from Dr. Mattern to report on the MAT program.

Commissioner Kolff asked if it was possible to set up a transition from Exercise for Health.

Discussion ensued.

**Meeting Evaluation:**
Commissioners evaluated the meeting.

**Conclude:**
Commissioner McComas made a motion to conclude the meeting. Commissioner Kolff seconded.
**Action:** Motion passed unanimously.

Meeting concluded at 5:40pm.

Approved by the Commission:

Chair of Commission: Jill Rienstra_______________________________________

Secretary of Commission: Marie Dressler ___________________________________
Call to Order:  
The meeting was called to order at 11:00am by Board Chair Buhler Rienstra. Present were Commissioners Dressler, and Ready. Commissioner McComas present by phone. Also, in attendance were Mike Glenn, CEO, Hilary Whittington, Chief Administrative Officer/Chief Financial Officer, Jon French, Chief Legal Officer. This meeting was officially audio recorded by Jefferson Healthcare. Commissioner Kolff was excused.

Executive Session:  
Potential Acquisition of Real Estate

Commissioners went into Executive Session at 11:02am. Commissioners came out of Executive Session at 11:30am.

No public present was present.

Commissioner Ready made a motion to approve the purchase of 509 Cleveland St in the amount $298,500 and to authorize the CEO to execute all documents necessary in pertaining to the purchase. Commissioner Dressler seconded.  
Action: Motion passed unanimously.

Conclude:  
Meeting concluded at 11:31pm.

Approved by the Commission:

Chair of Commission: Jill Rienstra_______________________________________

Secretary of Commission: Marie Dressler ___________________________________
### Gross Revenue

<table>
<thead>
<tr>
<th></th>
<th>April 2019 Actual</th>
<th>April 2019 Budget</th>
<th>Variance Favorable/Unfavorable</th>
<th>April 2019 YTD</th>
<th>April 2019 Budget YTD</th>
<th>Variance Favorable/Unfavorable</th>
<th>April 2018 YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inpatient Revenue</td>
<td>3,670,832</td>
<td>4,040,208</td>
<td>(369,376) -9%</td>
<td>15,955,342</td>
<td>16,160,841</td>
<td>(205,500) -1%</td>
<td>15,687,526</td>
</tr>
<tr>
<td>Outpatient Revenue</td>
<td>19,460,077</td>
<td>16,443,702</td>
<td>3,016,375 18%</td>
<td>68,907,949</td>
<td>65,774,847</td>
<td>3,133,102 5%</td>
<td>59,059,266</td>
</tr>
<tr>
<td><strong>Total Gross Revenue</strong></td>
<td><strong>23,130,909</strong></td>
<td><strong>20,483,910</strong></td>
<td><strong>2,646,999 13%</strong></td>
<td><strong>84,863,290</strong></td>
<td><strong>81,935,688</strong></td>
<td><strong>2,927,602 4%</strong></td>
<td><strong>75,646,791</strong></td>
</tr>
</tbody>
</table>

### Revenue Adjustments

<table>
<thead>
<tr>
<th></th>
<th>April 2019</th>
<th>April 2019</th>
<th>Variance Favorable/Unfavorable</th>
<th>April 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost Adjustment Medicaid</td>
<td>2,425,901</td>
<td>1,984,552</td>
<td>(441,349) -22%</td>
<td>7,722,835</td>
</tr>
<tr>
<td>Cost Adjustment Medicare</td>
<td>8,420,856</td>
<td>7,007,484</td>
<td>(1,413,373) -20%</td>
<td>26,544,203</td>
</tr>
<tr>
<td>Charity Care</td>
<td>247,526</td>
<td>234,284</td>
<td>(13,242) -6%</td>
<td>853,729</td>
</tr>
<tr>
<td>Contractual Allowances Other</td>
<td>1,976,011</td>
<td>1,527,084</td>
<td>(448,927) -29%</td>
<td>5,603,523</td>
</tr>
<tr>
<td>Administrative Adjustments</td>
<td>118,940</td>
<td>91,119</td>
<td>(27,821) -31%</td>
<td>301,255</td>
</tr>
<tr>
<td>Allowance for Uncollectible Accounts</td>
<td>68,711</td>
<td>266,098</td>
<td>(197,387) 74%</td>
<td>1,294,816</td>
</tr>
<tr>
<td><strong>Total Revenue Adjustments</strong></td>
<td><strong>13,257,945</strong></td>
<td><strong>11,110,621</strong></td>
<td><strong>2,147,324 -19%</strong></td>
<td><strong>46,839,005</strong></td>
</tr>
</tbody>
</table>

### Net Patient Service Revenue

<table>
<thead>
<tr>
<th></th>
<th>April 2019</th>
<th>April 2019</th>
<th>Variance Favorable/Unfavorable</th>
<th>April 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Operating Revenues</strong></td>
<td><strong>11,530,227</strong></td>
<td><strong>10,127,288</strong></td>
<td><strong>1,402,939 14%</strong></td>
<td><strong>35,036,613</strong></td>
</tr>
</tbody>
</table>

### Operating Expenses

<table>
<thead>
<tr>
<th></th>
<th>April 2019</th>
<th>April 2019</th>
<th>Variance Favorable/Unfavorable</th>
<th>April 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries And Wages</td>
<td>4,820,143</td>
<td>4,869,983</td>
<td>49,840 1%</td>
<td>17,808,117</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>1,363,958</td>
<td>1,218,340</td>
<td>(145,618) -12%</td>
<td>4,483,640</td>
</tr>
<tr>
<td>Professional Fees</td>
<td>470,215</td>
<td>341,860</td>
<td>(128,355) -38%</td>
<td>1,798,486</td>
</tr>
<tr>
<td>Purchased Services</td>
<td>603,911</td>
<td>658,925</td>
<td>55,010 8%</td>
<td>2,123,864</td>
</tr>
<tr>
<td>Supplies</td>
<td>2,040,920</td>
<td>1,757,410</td>
<td>283,511 -16%</td>
<td>5,959,440</td>
</tr>
<tr>
<td>Insurance</td>
<td>51,083</td>
<td>52,671</td>
<td>1,588 3%</td>
<td>249,086</td>
</tr>
<tr>
<td>Leases And Rentals</td>
<td>124,801</td>
<td>153,918</td>
<td>29,117 19%</td>
<td>494,194</td>
</tr>
<tr>
<td>Depreciation And Amortization</td>
<td>386,156</td>
<td>404,317</td>
<td>18,160 4%</td>
<td>1,592,821</td>
</tr>
<tr>
<td>Repairs And Maintenance</td>
<td>48,505</td>
<td>94,556</td>
<td>46,051 49%</td>
<td>225,158</td>
</tr>
<tr>
<td>Utilities</td>
<td>103,342</td>
<td>103,649</td>
<td>307 0%</td>
<td>376,313</td>
</tr>
<tr>
<td>Licenses And Taxes</td>
<td>60,565</td>
<td>53,823</td>
<td>(6,742) -13%</td>
<td>204,431</td>
</tr>
<tr>
<td>Other</td>
<td>201,794</td>
<td>200,189</td>
<td>(1,604) -1%</td>
<td>573,465</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td><strong>10,275,396</strong></td>
<td><strong>9,909,639</strong></td>
<td><strong>365,757 -4%</strong></td>
<td><strong>35,733,481</strong></td>
</tr>
</tbody>
</table>

### Non Operating Revenues (Expenses)

<table>
<thead>
<tr>
<th></th>
<th>April 2019</th>
<th>April 2019</th>
<th>Variance Favorable/Unfavorable</th>
<th>April 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taxation For Maint Operations</td>
<td>81,162</td>
<td>20,836</td>
<td>60,326 290%</td>
<td>127,097</td>
</tr>
<tr>
<td>Taxation For Debt Service</td>
<td>75,077</td>
<td>18,748</td>
<td>56,329 300%</td>
<td>93,466</td>
</tr>
<tr>
<td>Investment Income</td>
<td>61,141</td>
<td>27,271</td>
<td>33,869 124%</td>
<td>103,068</td>
</tr>
<tr>
<td>Interest Expense</td>
<td>(70,631)</td>
<td>(81,960)</td>
<td>11,329 14%</td>
<td>(349,609)</td>
</tr>
<tr>
<td>Bond Issuance Costs</td>
<td>-</td>
<td>-</td>
<td>0%</td>
<td>0</td>
</tr>
<tr>
<td>Gain (or) (Loss) on Disposed Asset</td>
<td>-</td>
<td>-</td>
<td>0%</td>
<td>0</td>
</tr>
<tr>
<td>Contributions</td>
<td>5,924</td>
<td>21,288</td>
<td>(15,364) -72%</td>
<td>30,069</td>
</tr>
<tr>
<td><strong>Total Non Operating Revenues (Expenses)</strong></td>
<td><strong>152,673</strong></td>
<td><strong>6,182</strong></td>
<td><strong>146,490 2369%</strong></td>
<td><strong>4,091</strong></td>
</tr>
</tbody>
</table>

### Change in Net Position (Loss)

<table>
<thead>
<tr>
<th></th>
<th>April 2019</th>
<th>April 2019</th>
<th>Variance Favorable/Unfavorable</th>
<th>April 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Change in Net Position (Loss)</td>
<td>1,407,504</td>
<td>223,832</td>
<td>1,183,672 529%</td>
<td>(692,776)</td>
</tr>
</tbody>
</table>
**STATISTIC DESCRIPTION**

<table>
<thead>
<tr>
<th>STATISTIC DESCRIPTION</th>
<th>APRIL 2019</th>
<th>APRIL 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>MO ACTUAL</td>
<td>MO BUDGET</td>
</tr>
<tr>
<td>FTEs - TOTAL (AVG)</td>
<td>572.59</td>
<td>615.68</td>
</tr>
<tr>
<td>FTEs - PRODUCTIVE (AVG)</td>
<td>525.15</td>
<td>553.64</td>
</tr>
<tr>
<td>ADJUSTED PATIENT DAYS</td>
<td>2,563</td>
<td>2,198</td>
</tr>
<tr>
<td>ICU PATIENT DAYS (IP + OBSERVATION, MIDNIGHT CENSUS)</td>
<td>88</td>
<td>83</td>
</tr>
<tr>
<td>ACU PATIENT DAYS (IP + OBSERVATION, MIDNIGHT CENSUS)</td>
<td>381</td>
<td>338</td>
</tr>
<tr>
<td>SWING IP PATIENT DAYS (MIDNIGHT CENSUS)</td>
<td>9</td>
<td>8</td>
</tr>
<tr>
<td>PATIENT DAYS (ACU, ICU, SWING), INCLUDES OBSERVATION</td>
<td>478</td>
<td>429</td>
</tr>
<tr>
<td>BIRTHS</td>
<td>7</td>
<td>10</td>
</tr>
<tr>
<td>SURGERY CASES (IN OR)</td>
<td>118</td>
<td>105</td>
</tr>
<tr>
<td>SURGERY MINUTES (IN OR)</td>
<td>15,422</td>
<td>14,158</td>
</tr>
<tr>
<td>SPECIAL PROCEDURE CASES</td>
<td>72</td>
<td>75</td>
</tr>
<tr>
<td>LAB BILLABLE TESTS</td>
<td>18,695</td>
<td>18,343</td>
</tr>
<tr>
<td>BLOOD BANK UNITS MATCHED</td>
<td>48</td>
<td>58</td>
</tr>
<tr>
<td>MRIs COMPLETED</td>
<td>201</td>
<td>163</td>
</tr>
<tr>
<td>CT SCANS COMPLETED</td>
<td>512</td>
<td>403</td>
</tr>
<tr>
<td>RADIOLOGY DIAGNOSTIC TESTS</td>
<td>1,441</td>
<td>1,452</td>
</tr>
<tr>
<td>ECHOs COMPLETED</td>
<td>131</td>
<td>133</td>
</tr>
<tr>
<td>ULTRASOUNDS COMPLETED</td>
<td>314</td>
<td>317</td>
</tr>
<tr>
<td>MAMMOGRAPHS COMPLETED</td>
<td>196</td>
<td>241</td>
</tr>
<tr>
<td>NUCLEAR MEDICINE TESTS</td>
<td>36</td>
<td>56</td>
</tr>
<tr>
<td>TOTAL DIAGNOSTIC IMAGING TESTS</td>
<td>2,831</td>
<td>2,765</td>
</tr>
<tr>
<td>PHARMACY MEDS DISPENSED</td>
<td>21,900</td>
<td>24,177</td>
</tr>
<tr>
<td>ANTI COAG VISITS</td>
<td>409</td>
<td>531</td>
</tr>
<tr>
<td>RESPIRATORY THERAPY PROCEDURES</td>
<td>3,882</td>
<td>3,355</td>
</tr>
<tr>
<td>PULMONARY REHAB RVUs</td>
<td>228</td>
<td>263</td>
</tr>
<tr>
<td>PHYSICAL THERAPY RVUs</td>
<td>7,457</td>
<td>7,315</td>
</tr>
<tr>
<td>OCCATIONAL THERAPY RVUs</td>
<td>991</td>
<td>1,278</td>
</tr>
<tr>
<td>SPEECH THERAPY RVUs</td>
<td>216</td>
<td>213</td>
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<tr>
<td>REHAB/PT/OT/ST RVUs</td>
<td>8,892</td>
<td>9,069</td>
</tr>
<tr>
<td>ER CENSUS</td>
<td>1,042</td>
<td>1,054</td>
</tr>
<tr>
<td>EXPRESS CLINIC</td>
<td>757</td>
<td>649</td>
</tr>
<tr>
<td>SOCO PATIENT VISITS</td>
<td>126</td>
<td>189</td>
</tr>
<tr>
<td>PORT LUDLOW PATIENT VISITS</td>
<td>704</td>
<td>699</td>
</tr>
<tr>
<td>SHERIDAN PATIENT VISITS</td>
<td>2,734</td>
<td>2,721</td>
</tr>
<tr>
<td>WATERSHIP CLINIC PATIENT VISITS</td>
<td>1,050</td>
<td>1,068</td>
</tr>
<tr>
<td>TOWSEND PATIENT VISITS</td>
<td>614</td>
<td>610</td>
</tr>
<tr>
<td>TOTAL RURAL HEALTH CLINIC VISITS</td>
<td>5,985</td>
<td>5,936</td>
</tr>
<tr>
<td>CARDIOLOGY CLINIC VISITS</td>
<td>333</td>
<td>275</td>
</tr>
<tr>
<td>DERMATOLOGY CLINIC VISITS</td>
<td>596</td>
<td>542</td>
</tr>
<tr>
<td>GEN SURG PATIENT VISITS</td>
<td>388</td>
<td>312</td>
</tr>
<tr>
<td>INFUSION CENTER VISITS</td>
<td>762</td>
<td>633</td>
</tr>
<tr>
<td>ONCOLOGY VISITS</td>
<td>393</td>
<td>439</td>
</tr>
<tr>
<td>ORTHO PATIENT VISITS</td>
<td>572</td>
<td>618</td>
</tr>
<tr>
<td>SLEEP CLINIC VISITS</td>
<td>102</td>
<td>191</td>
</tr>
<tr>
<td>SURGERY CENTER ENDOSCOPES</td>
<td>81</td>
<td>68</td>
</tr>
<tr>
<td>WOMENS CLINIC VISITS</td>
<td>234</td>
<td>226</td>
</tr>
<tr>
<td>WOUND CLINIC VISITS</td>
<td>258</td>
<td>283</td>
</tr>
<tr>
<td>TOTAL SPECIALTY CLINIC VISITS</td>
<td>3,719</td>
<td>3,641</td>
</tr>
<tr>
<td>SLEEP CENTER SLEEP STUDIES</td>
<td>78</td>
<td>72</td>
</tr>
<tr>
<td>HOME HEALTH EPISODES</td>
<td>80</td>
<td>67</td>
</tr>
<tr>
<td>HOSPICE CENSUS/DAYS</td>
<td>825</td>
<td>1,116</td>
</tr>
<tr>
<td>CARDIAC REHAB SESSIONS</td>
<td>-</td>
<td>118</td>
</tr>
<tr>
<td>DIETARY TOTAL REVENUE</td>
<td>78,798</td>
<td>92,731</td>
</tr>
<tr>
<td>MAT MGMT TOTAL ORDERS PROCESSED</td>
<td>2,061</td>
<td>2,014</td>
</tr>
<tr>
<td>EXERCISE FOR HEALTH PARTICIPANTS</td>
<td>879</td>
<td>838</td>
</tr>
</tbody>
</table>

**NOTE:** Total Surgery Minutes Budget and Actual Calculations have changed this month and retroactively to exclude all surgeries not performed in the OR.
The following items need to be approved at the next commission meeting:

- General Fund Warrants & ACH Transfers  $9,730,403.95  (Provided under separate cover)
- Allowance for Uncollectible Accounts / Charity  $435,176.89  (Attached)
- Canceled Warrants  $0.00  (Attached)
TO: BOARD OF COMMISSIONERS  
FROM: HILARY WHITTINGTON, CAO/CFO  
RE: APRIL 2019 GENERAL FUND WARRANTS & ACH FUND TRANSFERS

Submitted for your approval are the following warrants:

GENERAL FUND:

<table>
<thead>
<tr>
<th>WARRANTS</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>253906 - 254777</td>
<td>$4,772,208.81</td>
</tr>
<tr>
<td>ACH TRANSFERS</td>
<td>$4,958,195.14</td>
</tr>
<tr>
<td><strong>YEAR-TO-DATE:</strong></td>
<td><strong>$9,730,403.95</strong></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$40,165,687.70</strong></td>
</tr>
</tbody>
</table>

Warrants are available for review if requested.
Submitted for your approval are the following:

<table>
<thead>
<tr>
<th></th>
<th>APRIL</th>
<th>APRIL YTD</th>
<th>APRIL YTD BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allowance for Uncollectible Accounts:</td>
<td>$68,711.48</td>
<td>$1,402,959.61</td>
<td>$1,064,393.34</td>
</tr>
<tr>
<td>Charity Care:</td>
<td>$247,525.75</td>
<td>$755,418.73</td>
<td>$937,136.91</td>
</tr>
<tr>
<td>Other Administrative Adjustments:</td>
<td>$118,939.66</td>
<td>$388,808.49</td>
<td>$364,475.25</td>
</tr>
<tr>
<td><strong>TOTAL FOR MONTH:</strong></td>
<td><strong>$435,176.89</strong></td>
<td><strong>$2,547,186.83</strong></td>
<td><strong>$2,366,005.50</strong></td>
</tr>
</tbody>
</table>
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.

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

**TOTAL:** $ -
JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2019-07

A RESOLUTION TO DECLARE CERTAIN EQUIPMENT 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 District, and;

WHEREAS said equipment now represents an unnecessary cost to the District to retain and store it,

NOW, THEREFORE, BE IT RESOLVED THAT:

1) The following equipment be declared surplus to the needs of Jefferson County Public Hospital District No. 2 and will be disposed of in compliance with state law:

<table>
<thead>
<tr>
<th>Description</th>
<th>Asset #</th>
<th>Serial #</th>
<th>Model #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hillram Stretcher</td>
<td>695-856</td>
<td>881-65B21-M</td>
<td>GPS</td>
</tr>
<tr>
<td>Stryker Stretcher</td>
<td>N/A</td>
<td>0092051948</td>
<td>927</td>
</tr>
<tr>
<td>Stryker 3002 S3 Bed</td>
<td>N/A</td>
<td>090715419</td>
<td>3002 S3</td>
</tr>
<tr>
<td>Stryker Patient Bed</td>
<td>N/A</td>
<td>140715843</td>
<td>3002 S3</td>
</tr>
</tbody>
</table>

APPROVED this 22nd day of May, 2019.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: ___________________________________________
Commission Secretary Marie Dressler: ___________________________________________
Attest:
Commissioner Bruce McComas: ___________________________________________
Commissioner Kees Kolff: ___________________________________________
Commissioner Matt Ready: ___________________________________________
FROM: Barbara York – Medical Staff Services  
RE: 4/23/2019 Medical Executive Committee appointments/reappointments and annual policy review recommendations for Board approval 05/22/2019

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 provisional appointment to the active/courtesy/allied health/locum tenens staff: None

Recommended re-appointment to the active medical staff with privileges as requested:
   1. Kuznetsov, Dimitri MD – Urology

Recommended re-appointment to the courtesy medical staff with privileges as requested:
   1. Chatterley, Scott, MD – Clinical/Anatomical Pathology
   2. Masangkay, Alfonso MD – Clinical/Anatomical Pathology
   3. Prow, Harold, MD – Tele-Radiology

Recommended re-appointment to the allied health staff with privileges as requested:
   1. Tinley, Colum, CRNA – Nurse Anesthetist

Medical Student Rotation:

90 day provisional performance review completed successfully:
   1. Doyle, Christine ARNP
Resolution 2019-08
INTERLOCAL AGREEMENT
FOR EXPANSION OF SUMMER MEALS PROGRAM

This Interlocal Agreement (the “Agreement”) is made and entered into by and between Jefferson County Public Hospital District No. 2 d/b/a Jefferson Healthcare, a Washington municipal corporation (the “District”), and Quilcene School District No. 48, a Washington municipal corporation (“QSD”), (collectively, the “Parties”).

WHEREAS, the Interlocal Cooperation Act, as amended, and codified in Chapter 39.34 of the Revised Code of Washington (“RCW”) provides for interlocal cooperation between governmental agencies; and

WHEREAS, pursuant to RCW 39.34.080, a public agency may contract with another public agency to perform any governmental service, activity, or undertaking which each public agency is authorized to perform by law, provided that the contract shall be approved by the governing body of each Party to the contract and the contract sets forth fully the purposes, powers, rights, objectives and responsibilities of the contracting Parties; and

WHEREAS, it is in the mutual interest of the citizens of the Parties’ respective jurisdictions that the Parties cooperate to promote population health and wellness by expanding access to summer meals serving school-aged children living in the area of Quilcene, Jefferson County, Washington, which area is served by both of the Parties; and

WHEREAS, QSD currently operates a program to deliver summer meals to area school-aged children; and

WHEREAS, the District desires to contribute financial support for the limited purpose of enabling QSD to expand delivery of summer meals to area school-aged children;

NOW, THEREFORE, in consideration of the premises and the mutual covenants set forth herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto covenant and agree as follows:

1. **Purpose.** The purpose of this Agreement is to comply with Chapter 39.34 RCW and to authorize the Parties to cooperate to expand delivery of summer meals to school-aged children living in the area of Quilcene, Jefferson County, Washington.

2. **Term.** This Agreement shall commence on _____________, 2019 (the “Commencement Date”) and shall remain in effect for one (3) years or until terminated by either Party pursuant to Paragraph 7.

3. **Manner of Financial Support.**

   a. The District will provide to QSD a total amount not to exceed two thousand five hundred dollars ($2,500) per twelve-month period beginning with the Commencement Date, to be
paid in a single lump sum no later than thirty (30) days following the execution of this Agreement. Such funds will be used solely for the specific purpose stated in this Agreement.

b. QSD shall be solely and fully responsible for owning, operating, managing, hiring, staffing, insuring, setting policies and procedures for, and complying with all applicable federal, state and local laws and regulations related to, the summer meals and programming. The District shall have no responsibility or authority at any time to direct or control the provision of any services by QSD or its employees, contractors or agents.

c. Other than the financial contribution described in Paragraph 3.a., the District shall have no obligation or liability whatsoever related to the summer meals and programming.

4. **No Separate Legal Entity or Relationship.** This Agreement shall not be construed to create or authorize any separate legal entity or joint venture of any kind to conduct the undertakings in this Agreement. The Parties hereto are and shall remain independent of each other.

5. **Filing with the Jefferson County Auditor.** An executed copy of this Interlocal Agreement shall be filed as required by RCW 39.34.040 prior to this Agreement becoming effective.

6. **Risk Allocation, Including Hold Harmless and Indemnity.**

   a. QSD shall indemnify, defend and hold harmless the District, its commissioners, officers, agents, and employees from and against any and all claims, lawsuits, demands for money damages, losses, expenses, or liability, or any portion thereof, including attorney’s fees and costs, arising out of or related to QSD’s performance or failure to perform its responsibilities under this Agreement, including from any injury to any person or persons (including death or injury to any person or entity or damage to property) if said injury is alleged or proven to have been caused in whole or in part by the negligent or willful acts or omissions of QSD or its employees, officers, agents, representatives and/or affiliates.

   b. Neither Party assumes responsibility to any other party for the consequences of any act or omission of any person or entity not a Party to this Agreement.

   c. QSD shall obtain and keep in force at all times during the Term of this Agreement, and as otherwise required:

      i. Commercial Automobile Liability insurance providing bodily injury and property damage liability coverage for all owned and non-owned vehicles assigned to or used in the performance of QSD’s duties and responsibilities under this Agreement, for a combined single limit of not less than $300,000 each occurrence; and

      ii. General Liability insurance covering the summer meals program and applicable staff that provides not less than $2,000,000 per incident, $4,000,000 aggregate; and
iii. Participation in the Worker’s Compensation and Employer’s Liability Insurance program as required by the State of Washington.

d. The provisions of this Paragraph 6 shall survive the expiration or termination of this Agreement with respect to any event occurring prior to such expiration or termination.

7. **Termination.** This Agreement may be terminated at any time by either Party for any reason, with or without cause, upon thirty (30) days’ advance notice. Notice under this paragraph must be in writing to be effective.

8. **Compliance with Laws.** Each Party accepts responsibility for its own compliance with federal, state, or local laws and regulations.

9. **Governing Law.** This Agreement shall be governed by and construed according to the laws of the state of Washington. Venue for any dispute related to this Agreement shall be in Jefferson County, Washington.

10. **Administrators.** The administrators of this Agreement are:

    a. QSD:
    
    Frank Redmon  
    Superintendent  
    Quilcene School District No. 48  
    294715 US Highway 101  
    PO Box 40  
    Quilcene, WA 98376  
    Phone: (360) 765-3363

    b. District:
    
    Mike Glenn  
    Chief Executive Officer  
    Jefferson Healthcare  
    834 Sheridan Street  
    Port Townsend, WA 98368  
    Phone: (360) 385-2200

11. **Section Headings.** The headings of the sections of this Agreement are for convenience of reference only and are not intended to restrict, affect, or be of any weight in the interpretation or construction of the provisions of the sections or this Agreement.

12. **Limits of Any Waiver of Default.** No consent by either Party to, or waiver of, a breach by either Party, whether express or implied, shall constitute a consent to, waiver of, or excuse of any other, different, or subsequent breach by either Party. No term or provision of this Interlocal Agreement will be considered waived by either Party, and no breach excused by either Party, unless such waiver or consent is in writing signed on behalf of the Party against whom the waiver is asserted. Failure by a Party to declare any breach or default immediately upon the
occurrence thereof, or delay in taking any action in connection with, shall not waive such breach or default.

13. **Severability.** Provided it does not result in a material change in the terms of this Agreement, if any provision of this Agreement or the application of this Agreement to any person or circumstance shall be held by a court of competent jurisdiction to be invalid, illegal, or unenforceable to any extent, the remainder of this Agreement and the application this Agreement shall not be affected and shall be enforceable to the fullest extent permitted by law.

14. **No Assignment, Sale or Transfer.** No Party may sell, transfer, or assign any rights or benefits under this Agreement without the written approval of all the Parties.

15. **No Third-Party Beneficiaries.** The Parties do not intend, and nothing in this Agreement shall be construed to mean, that any provision in this Agreement is for the benefit of any person or entity who is not a Party.

16. **Modification of Agreement.** This Agreement may be amended or supplemented only by a writing that is signed by duly authorized representatives of all the Parties.

17. **Signature in Counterparts.** The Parties agree that separate copies of this Agreement may be signed by each of the Parties and this Agreement shall have the same force and effect as if all the Parties had signed the original.

18. **Arms-Length Negotiations.** The Parties agree that this Agreement has been negotiated at arms-length, with opportunity for assistance and advice of competent, independent legal counsel.

19. **Entire Agreement.** The Parties agree that:

   a. This Agreement contains all the agreements of the Parties with respect to any matter covered or mentioned in this Agreement.

   b. No representation or promise not expressly contained in this Agreement has been made.

   c. They are not entering into this Agreement based on any inducement, promise or representation, expressed or implied, which is not expressly contained in this Agreement.

   d. This Agreement supersedes all prior or simultaneous representations, discussions, negotiations, and agreements, whether written or oral, within the scope of this Agreement.

*SIGNATURES FOLLOW ON NEXT PAGE*
DISTRICT

Jill Buhler-Reinstra, Chair, Board of Commissioners

________________________
Date

Mike Glenn, Chief Executive Officer

________________________
Date

QUILCENE SCHOOL DISTRICT NO. 48

Paul Mahan, Chair, School Board

________________________
Date

Frank Redmon, Superintendent

________________________
Date

SIGNATURE PAGE TO INTERLOCAL AGREEMENT
FOR EXPANSION OF SUMMER MEALS
Resolution 2019-09
INTERLOCAL AGREEMENT
FOR EXPANSION OF SUMMER MEALS AND PROGRAMMING

This Interlocal Agreement (“Agreement”) is made and entered into by and between Jefferson County Public Hospital District No. 2 d/b/a Jefferson Healthcare, a Washington municipal corporation (“the “District”), and Brinnon School District No. 46, a Washington municipal corporation (“BSD”), (collectively, the “Parties”).

WHEREAS, the Interlocal Cooperation Act, as amended, and codified in Chapter 39.34 of the Revised Code of Washington (“RCW”) provides for interlocal cooperation between governmental agencies; and

WHEREAS, pursuant to RCW 39.34.080, a public agency may contract with another public agency to perform any governmental service, activity, or undertaking which each public agency is authorized to perform by law, provided that the contract shall be approved by the governing body of each Party to the contract and the contract sets forth fully the purposes, powers, rights, objectives and responsibilities of the contracting Parties; and

WHEREAS, it is in the mutual interest of the citizens of the Parties’ respective jurisdictions that the Parties cooperate to promote population health and wellness by expanding access to summer meals and educational programming serving school-aged children living in the area of Brinnon, Jefferson County, Washington, which area is served by both of the Parties; and

WHEREAS, BSD currently operates a program to deliver summer meals and educational programming to area school-aged children; and

WHEREAS, the District desires to contribute financial support for the limited purpose of enabling BSD to expand delivery of summer meals and educational programming from its current five weeks to eight weeks;

NOW, THEREFORE, in consideration of the premises and the mutual covenants set forth herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto covenant and agree as follows:

1. **Purpose.** The purpose of this Agreement is to comply with Chapter 39.34 RCW and to authorize the Parties to cooperate to expand delivery of summer meals and educational programming to school-aged children living in the area of Brinnon, Jefferson County, Washington.

2. **Term.** This Agreement shall commence on __________, 2019 (the “Commencement Date”) and shall remain in effect for one (3) years or until terminated by either Party pursuant to Paragraph 7.

3. **Manner of Financial Support.**
   a. The District will provide to BSD a total amount not to exceed nine thousand eight hundred dollars ($9,800) per twelve-month period beginning with the Commencement Date, to be
paid in a single lump sum no later than thirty (30) days following the execution of this Agreement. Such funds will be used solely for the specific purpose stated in this Agreement.

b. BSD shall be solely and fully responsible for owning, operating, managing, hiring, staffing, insuring, setting policies and procedures for, and complying with all applicable federal, state and local laws and regulations related to, the summer meals and programming. The District shall have no responsibility or authority at any time to direct or control the provision of any services by BSD or its employees, contractors or agents.

c. Other than the financial contribution described in Paragraph 3.a., the District shall have no obligation or liability whatsoever related to the summer meals and programming.

4. **No Separate Legal Entity or Relationship.** This Agreement shall not be construed to create or authorize any separate legal entity or joint venture of any kind to conduct the undertakings in this Agreement. The Parties hereto are and shall remain independent of each other.

5. **Filing with the Jefferson County Auditor.** An executed copy of this Interlocal Agreement shall be filed as required by RCW 39.34.040 prior to this Agreement becoming effective.

6. **Risk Allocation, Including Hold Harmless and Indemnity.**

   a. BSD shall indemnify, defend and hold harmless the District, its commissioners, officers, agents, and employees from and against any and all claims, lawsuits, demands for money damages, losses, expenses, or liability, or any portion thereof, including attorney’s fees and costs, arising out of or related to BSD’s performance or failure to perform its responsibilities under this Agreement, including from any injury to any person or persons (including death or injury to any person or entity or damage to property) if said injury is alleged or proven to have been caused in whole or in part by the negligent or willful acts or omissions of BSD or its employees, officers, agents, representatives and/or affiliates.

   b. Neither Party assumes responsibility to any other party for the consequences of any act or omission of any person or entity not a Party to this Agreement.

   c. BSD shall obtain and keep in force at all times during the Term of this Agreement, and as otherwise required:

   i. Commercial Automobile Liability insurance providing bodily injury and property damage liability coverage for all owned and non-owned vehicles assigned to or used in the performance of BSD’s duties and responsibilities under this Agreement, for a combined single limit of not less than $300,000 each occurrence; and

   ii. General Liability insurance covering the summer meals and programming and applicable staff that provides not less than $2,000,000 per incident, $4,000,000 aggregate; and
iii. Participation in the Worker’s Compensation and Employer’s Liability Insurance program as required by the State of Washington.

d. The provisions of this Paragraph 6 shall survive the expiration or termination of this Agreement with respect to any event occurring prior to such expiration or termination.

7. **Termination.** This Agreement may be terminated at any time by either Party for any reason, with or without cause, upon thirty (30) days’ advance notice. Notice under this paragraph must be in writing to be effective.

8. **Compliance with Laws.** Each Party accepts responsibility for its own compliance with federal, state, or local laws and regulations.

9. **Governing Law.** This Agreement shall be governed by and construed according to the laws of the state of Washington. Venue for any dispute related to this Agreement shall be in Jefferson County, Washington.

10. **Administrators.** The administrators of this Agreement are:

a. **BSD:**

   Patricia Beathard  
   Superintendent  
   Brinnon School District No. 46  
   46 Schoolhouse Rd  
   Brinnon, WA 98320  
   Phone: (360) 796-4646

b. **District:**

   Mike Glenn  
   Chief Executive Officer  
   Jefferson Healthcare  
   834 Sheridan Street  
   Port Townsend, WA 98368  
   Phone: (360) 385-2200

11. **Section Headings.** The headings of the sections of this Agreement are for convenience of reference only and are not intended to restrict, affect, or be of any weight in the interpretation or construction of the provisions of the sections or this Agreement.

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occurrence thereof, or delay in taking any action in connection with, shall not waive such breach or default.

13. **Severability.** Provided it does not result in a material change in the terms of this Agreement, if any provision of this Agreement or the application of this Agreement to any person or circumstance shall be held by a court of competent jurisdiction to be invalid, illegal, or unenforceable to any extent, the remainder of this Agreement and the application this Agreement shall not be affected and shall be enforceable to the fullest extent permitted by law.

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19. **Entire Agreement.** The Parties agree that:

   a. This Agreement contains all the agreements of the Parties with respect to any matter covered or mentioned in this Agreement.

   b. No representation or promise not expressly contained in this Agreement has been made.

   c. They are not entering into this Agreement based on any inducement, promise or representation, expressed or implied, which is not expressly contained in this Agreement.

   d. This Agreement supersedes all prior or simultaneous representations, discussions, negotiations, and agreements, whether written or oral, within the scope of this Agreement.

*SIGNATURES FOLLOW ON NEXT PAGE*
D I S T R I C T

Jill Buhler-Reinstra, Chair, Board of Commissioners

Date

Mike Glenn, Chief Executive Officer

Date

BRINNON SCHOOL DISTRICT NO. 46

Bill Barnet, Chair, School Board

Date

Patricia Beathard, Superintendent

Date

SIGNATURE PAGE TO INTERLOCAL AGREEMENT
FOR EXPANSION OF SUMMER MEALS AND PROGRAMMING