*COVID-19 Notice*

No in-person attendance will be allowed, pursuant to Governor Inslee’s Proclamation 20-28. All meeting attendees, including Board of Commissioners, staff and members of the public shall participate virtually. No physical meeting location will be provided.

Audio Only: dial Phone Conference Line: (509) 598-2842
When prompted, enter Conference ID number: 702 065 698#

Microsoft Teams meeting: Join on your computer or mobile app. This option will allow you to join the meeting live. Click here to join the meeting

Regular Session Agenda
Wednesday, December 21, 2022

Call to Order: 2:00

Approve Agenda: 2:00

Education Topic: 2:00
  • Childcare, Family Planning, and SANE Update
    o Dr. Molly Parker, CMO Population Health & Katie Rose Fischer-Price
  • Strategy Strategic Plan Overview
    o Mike Glenn, CEO

Break: 3:15

Patient Story: 3:30

Public Comment: 3:40
Public comments are welcome orally, with a 3-minute limit, or may be submitted via email at commissioners@jeffersonhealthcare.org, or written and addressed to Commissioners at 834 Sheridan Street, Port Townsend, WA 98368. Written submissions must be received by 5:00 pm the day prior to the meeting.

Minutes: Action Requested 3:50
  • November 16 Special Session Meeting (pgs 3-5)

Required Approvals: Action Requested 4:00
  • October Warrants and Adjustments (pgs 6-9)
  • Cancelled Warrants (pg 10)
  • Medical Staff Credentials/ Appointments/ Reappointments

Quality Report: Brandie Manuel, CPSO 4:10

Financial Report: Tyler Freeman, CFO 4:25

Administrative Report: Mike Glenn, CEO 4:40

Board Business: 4:55
  • Board of Health Report

Jefferson Healthcare
Owned and Operated by Jefferson County Public Hospital District No. 2
834 Sheridan Street, Port Townsend, WA 98368
We are an equal opportunity provider and employer.

Jefferson County Public Hospital District No. 2 Board of Commissioners acknowledge that Jefferson Healthcare is on the ancestral and contemporary homelands of the S’Klallam, Chemakum, Twana and other indigenous nations and we recognize these tribal governments’ sovereignty across the region.
*COVID-19 Notice*
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- Meeting Evaluation

Executive Session:
Performance of a public employee 5:10

Conclude: 5:40

This Regular Session will be officially recorded. The times shown in the agenda are estimates only.
*COVID-19 Notice*

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Jefferson County Public Hospital District No.2
Board of Commissioners, Regular Session Minutes
Wednesday, November 16, 2022

Call to Order:
The meeting was called to order at 2:00pm by Board Chair Buhler Rienstra. Present by phone and video were Commissioners Dressler, Kolff, McComas and Ready. Also, in attendance was Mike Glenn, CEO, Tyler Freeman, Chief Financial Officer, Jake Davidson, Chief Ancillary & Specialty Services Officer & Interim Chief Ambulatory Medical Group Officer, Heather Bailey, Interim Chief Human Resources Officer, Brandie Manuel, Chief Patient Safety and Quality Officer, Tina Toner, Chief Nursing Officer, and Brittany Huntingford, Administrative Assistant. This meeting was officially audio recorded by Jefferson Healthcare.

Approve Agenda:
Commissioner McComas made a motion to approve the agenda. Commissioner Dressler seconded.
Action: Motion passed unanimously

Education Topic:
- Healthier Together
  - Carrie Hite, Director of Jefferson County Park Strategy.
Carrie Hite shared the Healthier Together presentation which included the purpose, project overview, project background, milestones, community outreach and involvement, community engagement and recommendations.

Commissioner Kolff made a motion to authorize the CEO to enter into a Memorandum of understanding (MOU) for an Interlocal agreement with collaborating organizations on the Healthier Together Building Community Health and Wellness Together Project. Commissioner McComas seconded.
Action: Motion passed unanimously
• Strategic Plan Overview
  o Mike Glenn, CEO

Mike Glenn shared an overview of the draft 2023-2025 Strategic Plan which included a high-level view of the 4 pillars. Discussion ensued.

Break:
Commissioners recessed for break at 3:15 pm. Commissioner reconvened from break at 3:30 pm.

Employee, Team, Provider and Leader of the Quarter:
Caitlin Kura shared the Quarterly nomination awards given to Hannah Patterson, LPN, Sheridan Clinic; Melanie Blanton, Director, Diagnostic Imaging; Heide Chaney, ARNP, Cardiology; and The Inpatient Rehab Team.

Public Comment:
No public comment was made.

Minutes:
  • October 26, 2022, Regular Session Minutes

Commissioner Dressler made a motion to approve the October 26, 2022, Regular Session Minutes. Commissioner McComas seconded.
Action: Motion passed

Required Approvals: Action Requested
  • Medical Staff Credentials/Appointments/Reappointments

Commissioner Dressler made a motion to approve the Medical Staff Credentials/ Appointments/ Reappointments. Commissioner Kolff seconded.
Action: Motion passed unanimously.

Patient Advocate Report:
Jackie Levin, Patient Advocate presented the 3rd Quarter Patient Advocate Report

Quality Report:
Brandie Manuel, CPSO, presented the October Quality Report Discussion ensued.

Financial Report:
Administrative Report
Mike Glenn, CEO, presented the November Administrative report.

Commissioner Kolff made a motion to authorize the CEO to approve the Agreement between Owner (Jefferson Healthcare) and Design-Builder (Abbott Construction, LLC) Amendment 02 dated the 3rd day of October 2022. Commissioner McComas seconded.

Action: Motion passed unanimously

Discussion ensued.

Board Business:
- Board of Health Report
Commissioner Kolff shared a Board of Health report that included a note that the Board of Health has expanded to include a consumer of public health, another community stakeholder, and a tribal member. An offer was made to and accepted by a candidate for the CHIP position who will start in January 2023.
Commissioner Dressler shared a reminder that the Board meeting in December will be on the 3rd Wednesday, occurring on December 21st.

Meeting Evaluation:
Commissioners evaluated the meeting.

Executive Session:
Performance of a Public Employee
Commissioner Buhler Rienstra announced they will go into Executive Session for ten (10) minutes to discuss the Performance of a Public Employee. No action will be taken.

Commissioners went into Executive Session at 5:35 pm.
Commissioners came out of Executive Session at 5:45 pm.

No action was taken.

Conclude:
Commissioner Dressler made a motion to conclude the meeting. Commissioner McComas seconded.

Action: Motion passed unanimously.

The meeting concluded at 5:46pm.

Approved by the Commission:
Chair of Commission: Jill Buhler Rienstra
Secretary of Commission: Marie Dressler
TO: BOARD OF COMMISSIONERS  
FROM: TYLER FREEMAN, CFO  
RE: OCTOBER 2022 WARRANT SUMMARY

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

General Fund Warrants & ACH Transfers $24,125,569.90 (Provided under separate cover)
Allowance for Uncollectible Accounts / Charity ($427,605.25) (Attached)
Canceled Warrants $1,191.38 (Attached)
Submitted for your approval are the following warrants:

**GENERAL FUND:**

<table>
<thead>
<tr>
<th>Warrant</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>292615</td>
<td>$6,741,919.16</td>
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<tr>
<td>293435</td>
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**ACH TRANSFERS**

<table>
<thead>
<tr>
<th>Warrant</th>
<th>Amount</th>
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<tbody>
<tr>
<td></td>
<td>$17,383,650.74</td>
</tr>
<tr>
<td></td>
<td>$24,125,569.90</td>
</tr>
</tbody>
</table>

**YEAR-TO-DATE:**

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<tbody>
<tr>
<td></td>
<td>$199,788,385.92</td>
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</table>

Warrants are available for review if requested.
TO: BOARD OF COMMISSIONERS  
FROM: TYLER FREEMAN, CFO  
RE: OCTOBER 2022 ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS, ADMINISTRATIVE, AND CHARITY CARE WRITE OFFS

Submitted for your approval are the following:

<table>
<thead>
<tr>
<th></th>
<th>OCTOBER</th>
<th>OCTOBER YTD</th>
<th>OCTOBER YTD BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allowance for Uncollectible Accounts:</td>
<td>(689,282.96)</td>
<td>586,452.69</td>
<td>3,780,037.38</td>
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<tr>
<td>Charity Care:</td>
<td>168,454.30</td>
<td>1,261,013.88</td>
<td>1,862,713.68</td>
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<tr>
<td>Other Administrative Adjustments:</td>
<td>93,223.41</td>
<td>550,513.34</td>
<td>773,886.93</td>
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<tr>
<td><strong>TOTAL FOR MONTH:</strong></td>
<td><strong>($427,605.25)</strong></td>
<td><strong>2,397,979.91</strong></td>
<td><strong>$6,416,637.99</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>10/07/2021</td>
<td>284902</td>
<td>138.88</td>
</tr>
<tr>
<td>10/14/2021</td>
<td>285003</td>
<td>1,017.50</td>
</tr>
<tr>
<td>10/21/2021</td>
<td>285240</td>
<td>35</td>
</tr>
</tbody>
</table>

TOTAL: $1,191.38
JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2022-11

A RESOLUTION CANCELING CERTAIN WARRANTS IN
THE AMOUNT OF $1,191.38

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 $1,191.38 be canceled.

<table>
<thead>
<tr>
<th>Date of Issue</th>
<th>Warrant #</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/07/2021</td>
<td>284902</td>
<td>138.8</td>
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<td>10/14/2021</td>
<td>285003</td>
<td>1,017.50</td>
</tr>
<tr>
<td>10/21/2021</td>
<td>285240</td>
<td>35.0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$1,191.38</strong></td>
</tr>
</tbody>
</table>

APPROVED this 21st day of December 2022.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: ___________________________________________

Commission Secretary Marie Dressler: ____________________________________________

Attest:

Commissioner Matt Ready: ______________________________________________________

Commissioner Kees Kolff: ______________________________________________________

Commissioner Bruce McComas: _________________________________________________