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RESOLUTION 2020-02 01

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
CD 12	\$100
CD 13	\$100
CD 14	\$100
CD 15	\$100
CD 16	\$300
CD 17	\$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.

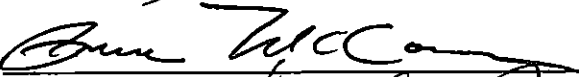
Section 2: The Controller, under the direction of the Chief Financial Officer, shall amend as needed, the policies and procedures for monitoring the disbursement, accounting, and replenishment of funds.


ADOPTED and APPROVED by the Board of Commissioners of Jefferson County Public Hospital Dist No. 2 at an open public meeting thereof this 22nd day of January 2020, the following Commissioners being present and voting in favor of the resolution.


Commission President – Jill Reinstra: 

Commission Secretary – Marie Dressler: 

Attest:

Commissioner – Bruce McComas: 

Commissioner – Kees Kolff: 

Commissioner – Matt Ready: 

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2020-02

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:

Description	Asset #	Serial #	Model #
Grab and Go Cooler	n/a	n/a	n/a
Fuji CR Reader FCR XG 5000	XRAY01135	97250160	FCR XG5000- Reader only- No Workstation
Stryker Stretcher	03-00139	312050700	660 Zoom ER01065

APPROVED this 26th day of February 2020.

APPROVED BY THE COMMISSION:

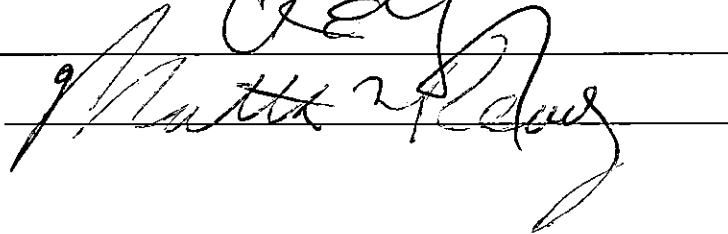
Commission Chair Jill Buhler Rienstra: 

Commission Secretary Marie Dressler: 

Attest:

Commissioner Bruce McComas: 

Commissioner Kees Kolff: 

Commissioner Matt Ready: 

Jefferson County Public Hospital District #2
Surplus Equipment Form

Department: ER Date: 1/14/20

Equipment to be declared surplus: STAYKOR stretcher

Asset Number: 03-00139 Serial Number: 312050700

Model Number: 600 200M (ER01005)

Justification for declaring surplus: (check all that apply)

- No longer supports current software
- End of life, useful life exhausted
- Not supported by original manufacturer, parts not available
- Cost of parts to repair exceeds cost of new equipment
- Technology outdated
- Removed or altered during remodeling process
- Other FRAME WAS CRACKED

Depreciated value: _____

Cindy Katochi
Department Director Signature

[Signature]
Materials Director Signature

Recommended Disposition:

- Send to surplus storage until _____ if not pulled for service dispose in appropriate manner.
- Use as trade-in and return to vendor _____
- Send to recycler* _____
- Placed with third party reseller _____
- Send to landfill* _____

*If another party wishes to take equipment from District at no cost the CEO shall have discretion to allow this.

Sell to _____

Approved by Commission on _____ Resolution # _____

Jefferson County Public Hospital District #2
Surplus Equipment Form

Department: DIETARY Date: 1/2/2020

Equipment to be declared surplus: GRAB&GO COOLER

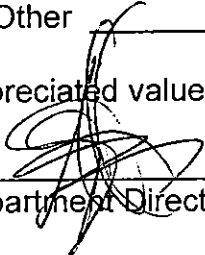
Asset Number: _____ Serial Number: _____

Model Number: _____

Justification for declaring surplus: (check all that apply)

- No longer supports current software
- End of life, useful life exhausted
- Not supported by original manufacturer, parts not available
- Cost of parts to repair exceeds cost of new equipment
- Technology outdated
- Removed or altered during remodeling process
- Other _____

Depreciated value: non capital asset


Department Director Signature


Materials Director Signature

Recommended Disposition:

- Send to surplus storage until _____ if not pulled for service dispose in appropriate manner.
- Use as trade-in and return to vendor _____
- Send to recycler* _____
- Placed with third party reseller _____
- Send to landfill* _____

*If another party wishes to take equipment from District at no cost the CEO shall have discretion to allow this.

Sell to DOUBLE TO DOVEHOUSE RECOVERY CASE - PORT JEWELL
OK MJD

Approved by Commission on _____ Resolution # _____

Jefferson County Public Hospital District #2
Surplus Equipment Form

Department: IMAGING Date: 12.26.2019

Equipment to be declared surplus: FUJI CR READER FOR XG 5000

Asset Number: XRAY 1135 Serial Number: 97250160

Model Number: FOR XG 5000 - READER ONLY
NO WORKSTATION -

Justification for declaring surplus: (check all that apply)

- No longer supports current software
- End of life, useful life exhausted
- Not supported by original manufacturer, parts not available
- Cost of parts to repair exceeds cost of new equipment
- Technology outdated
- Removed or altered during remodeling process
- Other _____

Depreciated value: _____

[Signature]
Department Director Signature

[Signature]
Materials Director Signature

Recommended Disposition:

- Send to surplus storage until _____ if not pulled for service dispose in appropriate manner.
- Use as trade-in and return to vendor _____
- Send to recycler* _____
- Placed with third party reseller _____
- Send to landfill* Hazardous waste pick up

*If another party wishes to take equipment from District at no cost the CEO shall have discretion to allow this.

Sell to _____

Approved by Commission on _____ Resolution # _____

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2020-03

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:

Description	Asset #	Serial #	Model #
FormaScientific C02 microbiology incubator	LAB03522	26582-2172	3110

APPROVED this 22nd day of April 2020.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: approved by phone

Commission Secretary Marie Dressler: approved by phone

Attest:

Commissioner Bruce McComas: approved by phone

Commissioner Kees Kolff: approved by phone

Commissioner Matt Ready: approved by phone

no in person meeting
due to Covid-19

Jefferson County Public Hospital District #2
Surplus Equipment Form

Department: Laboratory Date: 10 MAR 2020

Equipment to be declared surplus: Forma Scientific CO2 microbiology incubator

Asset Number: LAB03522 Serial Number: 26582-2172

Model Number: 3110


Justification for declaring surplus: (check all that apply)

- No longer supports current software
- End of life, useful life exhausted
- Not supported by original manufacturer, parts not available
- Cost of parts to repair exceeds cost of new equipment
- Technology outdated
- Removed or altered during remodeling process
- Other _____

Depreciated value: _____



Department Director Signature



Materials Director Signature

Recommended Disposition:

- Send to surplus storage until _____ if not pulled for service dispose in appropriate manner.
- Use as trade-in and return to vendor _____
- Send to recycler* _____
- Placed with third party reseller _____
- Send to landfill* _____

*If another party wishes to take equipment from District at no cost the CEO shall have discretion to allow this.

Sell to _____

Approved by Commission on _____ Resolution # _____

Designation of Applicant's Agent
Resolution 2020-04

It resolved by Jefferson County Public Hospital District No. 2 of Jefferson County Public Hospital District No. 2
(Governing Body) (Public Agency)

Hilary Whittington, CAO/CFO is hereby designated the authorized
(Name of New Agent) (Title)

representative and Elaina Harland, Financial Administrative Analyst is designated
(Name of Alternate) (Title)

the alternate for and in behalf of Jefferson County Public Hospital District No. 2, a public
(Public Agency Name)

agency established under the laws of the state of Washington.

The purpose of this designation as the authorized representative is to obtain federal and/or state emergency or disaster assistance funds. These representatives are authorized on behalf of the Jefferson County Public Hospital District No. 2 to execute all contracts, certify completion of projects, request payments, and prepare all required documentation for funding requirements.

Passed and approved this 27 day of May, 20 20.

<u>[Signature]</u> (Signature)	<u>Commission Chair</u> (Title)	<u>[Signature]</u> (Signature)	<u>Commission Secretary</u> (Title)
<u>[Signature]</u> (Signature)	<u>Commissioner</u> (Title)	<u>[Signature]</u> (Signature)	<u>Commissioner</u> (Title)
<u>[Signature]</u> (Signature)	<u>Commissioner</u> (Title)	<u>[Signature]</u> (Signature)	<u>[Signature]</u> (Title)

Certification

I, Muno Dasser, duly appointed and Commission Secretary of Jefferson County Public Hospital District,
(Name) (Title) (Public Agency)

do hereby certify that the above is a true and correct copy of a resolution passed and approved by
the Jefferson County Public Hospital District of Jefferson County Public Hospital District on the 27 day of May, 20 20.
(Governing Body) (Public Agency)

Date: 0527-20

[Signature]
(Official Position)

[Signature]
(Signature)

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2020-05

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:

Description	Asset #	Serial #	Model #
Landice Treadmill	09-00137	L9-06447	L9 Landice Treadmill

APPROVED this 22nd day of July 2020.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: Approved by phone

Commission Secretary Marie Dressler: approved by phone

Attest:

Commissioner Bruce McComas: Approved by phone

Commissioner Kees Kolff: approved by phone

Commissioner Matt Ready: Approved by phone

Jefferson County Public Hospital District #2
Surplus Equipment Form

Department: Revsb Date: 6/26/20

Equipment to be declared surplus: Landice Treadmill

Asset Number: 09-00137 Serial Number: L9-06447

Model Number: L9 Landice Treadmill

Justification for declaring surplus: (check all that apply)

- No longer supports current software
- End of life, useful life exhausted
- Not supported by original manufacturer, parts not available
- Cost of parts to repair exceeds cost of new equipment
- Technology outdated
- Removed or altered during remodeling process
- Other _____

Depreciated value: 0 Purchased 2009

Ant Lewis
Department Director Signature

K. O'Neill
Materials Director Signature

Recommended Disposition:

- Send to surplus storage until _____ if not pulled for service dispose in appropriate manner.
- Use as trade-in and return to vendor _____
- Send to recycler* _____
- Placed with third party reseller _____
- Send to landfill* _____

*If another party wishes to take equipment from District at no cost the CEO shall have discretion to allow this.

Sell to _____

Approved by Commission on _____ Resolution # _____

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2020-06

A RESOLUTION CANCELING CERTAIN WARRANTS IN
THE AMOUNT OF \$96.80

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 \$100.00 be canceled.

Date of Issue	Warrant #	Amount
06/13/2019	255906	96.80
Total		96.80

APPROVED this 22nd day of July, 2020.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: approved by phone

Commission Secretary Marie Dressler: approved by phone

Attest:

Commissioner Matt Ready: approved by phone

Commissioner Kees Kolff: approved by phone

Commissioner Bruce McComas: approved by phone



CONTRACT NUMBER: HSP25352	SUBRECIPIENT * YES XNO
	FFATA FORM REQUIRED YES XNO

**Resolution 2020-07
INTERAGENCY AGREEMENT**

**Between
STATE OF WASHINGTON
DEPARTMENT OF HEALTH
And
JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT #2
dba JEFFERSON HEALTHCARE**

THIS AGREEMENT is made by and between the State of Washington Department of Health, hereinafter referred to as DOH, and Jefferson Healthcare, hereinafter referred to as Contractor pursuant to the authority granted by Chapter 39.34 RCW.

PURPOSE: Jefferson Healthcare shall provide case consultation to the Washington Rural Palliative Care Initiative within the Telehealth Team Case Consultation Pilot.

THEREFORE, IT IS MUTUALLY AGREED THAT:

STATEMENT OF WORK AND BUDGET: The Contractor shall furnish the necessary personnel, equipment, material and/or services and otherwise do all things necessary for or incidental to the performance of the work set forth in **Exhibit A**, attached hereto and incorporated herein.

PERIOD OF PERFORMANCE: Subject to its other provisions, the period of performance of this Agreement shall commence on the **Date of Execution** and be completed on **December 31, 2020**, unless terminated sooner as provided herein. Any work done outside of the period of performance shall be provided at no cost to DOH.

FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA): If checked above, this Agreement is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how federal funds are spent.

To comply with the act and be eligible to enter into this Agreement, your organization must have a Data Universal Numbering System (DUNS®) number. A DUNS® number provides a method to verify data about your organization. If you do not already have one, you may receive a DUNS® number free of charge by contacting Dun and Bradstreet at www.dnb.com.

Information about your organization and this Agreement will be made available on www.USASpending.gov by DOH as required by P.L. 109-282. DOH's form, Federal Funding Accountability and Transparency Act Data Collection Form, is considered part of this Agreement and must be completed and returned along with the Agreement.

PAYMENT: Compensation for the work provided in accordance with this Agreement has been established under the terms of RCW 39.34.130. The parties have estimated that the cost of accomplishing the work

herein will not exceed \$960 in accordance with Exhibit A, attached hereto and incorporated herein. Compensation includes but is not limited to all taxes, fees, surcharges, etc. Payment will not exceed this amount without a prior written amendment. DOH will authorize payment only upon satisfactory completion and acceptance of deliverables and for allowable costs as outlined in the statement of work and/or budget.

Source of Funds:

Federal: \$960 State: \$0 Other: \$0 TOTAL: \$960

Contractor agrees to comply with applicable rules and regulations associated with these funds.

BILLING PROCEDURE: Payment to the Contractor for approved and completed work will be made by warrant or account transfer by DOH within 30 days of receipt of the invoice. Upon expiration of the Agreement, any claim for payment not already made shall be submitted within 60 days after the expiration date or the end of the fiscal year, whichever is earlier.

AGREEMENT ALTERATIONS AND AMENDMENTS: This Agreement may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

ASSIGNMENT: The work to be provided under this Agreement, and any claim arising thereunder, is not assignable or delegable by either party in whole or in part, without the express prior written consent of the other party, which consent shall not be unreasonably withheld.

CONFIDENTIALITY/SAFEGUARDING OF INFORMATION: The use or disclosure by any party of any information concerning a client obtained in providing service under this Agreement shall be subject to Chapter 42.56 RCW and Chapter 70.02 RCW, as well as any other applicable Federal and State statutes and regulations.

Any unauthorized access or use of confidential information must be reported to the DOH IT Security Officer at security@doh.wa.gov. The notification must be made in the most expedient time possible (usually within one business day) and without unreasonable delay, consistent with the legitimate needs of law enforcement, or any measures necessary to determine the scope of the breach and restore the reasonable integrity of the data system.

CONTRACT MANAGEMENT: The contract manager for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this agreement.

The Contract Manager for DOH is:

Name: Sigrid Reinert
Office of Community
Office: Health Systems
Agency: Department of Health
Address: PO Box 47853
City, State, Zip: Olympia, WA 98504-7853
Phone: (360) 236-2856

The Contract Manager for the Contractor is:

Name: Michael Glenn
Title: Chief Executive Officer
Agency: Jefferson Healthcare
Address: 834 Sheridan Avenue
City, State, Zip: Port Townsend, WA 98368
Phone: (360) 385-2200

DISPUTES: In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, Agreement terms and applicable statutes and rules and make a determination of the dispute. The determination of the Dispute Board shall be final and binding on the parties hereto. As an alternative to this process, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.

GOVERNANCE: This Agreement is entered into pursuant to and under the authority granted by the laws of the State of Washington and any applicable federal laws. The provisions of this Agreement shall be construed to conform to those laws.

In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

- A. Federal statutes and regulations
- B. State statutes and regulations
- C. Agreement amendments
- D. The Agreement (in this order)
 1. Primary document (document that includes the signature page)
 2. Statement of Work (Exhibit A)

INDEPENDENT CAPACITY: The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

PRIVACY: Personal information collected, used or acquired in connection with this Agreement shall be used solely for the purposes of this Agreement. Contractor and its subcontractors agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the agency or as provided by law. Contractor agrees to implement physical, electronic and managerial safeguards to prevent unauthorized access to personal information.

DOH reserves the right to monitor, audit or investigate the use of personal information collected, used or acquired by the Contractor through this Agreement. The monitoring, auditing, or investigating may include but is not limited to "salting" by DOH. Contractor shall certify the return or destruction of all personal information upon expiration of this Agreement. Salting is the act of placing a record containing unique but false information in a database that can be used later to identify inappropriate disclosure of data contained in the database.

Any breach of this provision may result in termination of the Agreement and the demand for return of all personal information. The contractor agrees to indemnify and hold harmless DOH for any damages related to the Contractor's unauthorized use of personal information.

RECORDS MAINTENANCE: The parties to this Agreement shall each maintain books, records, documents and other evidence which sufficiently and properly reflect all direct and indirect costs expended by either party in the performance of the services described herein. These records shall be subject to inspection, review or audit by personnel of both parties, other personnel duly authorized by either party, the Office of the State Auditor, and federal officials so authorized by law. All books, records, documents, and other material relevant to this Agreement will be retained for six years after expiration and the Office of the State Auditor, federal auditors, and any persons duly authorized by the parties shall have full access and the right to examine any of these materials during this period.

Records and other documents, in any medium, furnished by one party to this Agreement to the other party, will remain the property of the furnishing party, unless otherwise agreed. The receiving party will not disclose or make available this material to any third parties without first giving notice to the furnishing party and giving it a reasonable opportunity to respond. Each party will utilize reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties.

RIGHTS IN DATA: Unless otherwise provided, data, which originates from this Agreement shall be "works for hire" as defined by the U.S. Copyright Act of 1976 and shall be owned by DOH. Data shall include, but not be limited to, reports, documents, pamphlets, advertisements, books magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. Ownership includes the right to copyright, patent, register, and the ability to transfer these rights.

SECURITY OF INFORMATION – Unless otherwise specifically authorized by the DOH IT Security Officer, Contractor receiving confidential information under this contract assures that:

- It is compliant with the applicable provisions of the Washington State Office of the Chief Information Officer (OCIO) policy 141, Securing Information Technology Assets, available at: <https://ocio.wa.gov/policy/securing-information-technology-assets>.
- It will provide DOH copies of its IT security policies, practices and procedures upon the request of the DOH Chief Information Security Officer.
- DOH may at any time conduct an audit of the Contractor's security practices and/or infrastructure to assure compliance with the security requirements of this contract.
- It has implemented physical, electronic and administrative safeguards that are consistent with OCIO security standard 141.10 and ISB IT guidelines to prevent unauthorized access, use, modification or disclosure of DOH Confidential Information in any form. This includes, but is not limited to, restricting access to specifically authorized individuals and services through the use of:
 - Documented access authorization and change control procedures;
 - Card key systems that restrict, monitor and log access;
 - Locked racks for the storage of servers that contain Confidential Information or use AES encryption (key lengths of 256 bits or greater) to protect confidential data at rest, standard algorithms validated by the National Institute of Standards and Technology (NIST) Cryptographic Algorithm Validation Program (CMVP);
 - Documented patch management practices that assure all network systems are running critical security updates within 6 days of release when the exploit is in the wild, and within 30 days of release for all others;
 - Documented anti-virus strategies that assure all systems are running the most current anti-virus signatures within 1 day of release;
 - Complex passwords that are systematically enforced and password expiration not to exceed 120 days, dependent user authentication types as defined in OCIO security standards;
 - Strong multi-factor authentication mechanisms that assure the identity of individuals who access Confidential Information;
 - Account lock-out after 5 failed authentication attempts for a minimum of 15 minutes, or for Confidential Information, until administrator reset;
 - AES encryption (using key lengths 128 bits or greater) session for all data transmissions, standard algorithms validated by NIST CMVP;
 - Firewall rules and network address translation that isolate database servers from web servers and public networks;

- Regular review of firewall rules and configurations to assure compliance with authorization and change control procedures;
- Log management and intrusion detection/prevention systems;
- A documented and tested incident response plan

Any breach of this clause may result in termination of the contract and the demand for return of all personal information.

SEVERABILITY: If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.

SUBCONTRACTING: Neither the Contractor, nor any subcontractors, shall enter into subcontracts for any of the work contemplated under this agreement without prior written approval of DOH. In no event shall the existence of the sub operate to release or reduce the liability of the Contractor to DOH for any breach in the performance of the contractor's duties. This clause does not include contracts of employment between the contractor and personnel assigned to work under this Agreement.

Additionally, the Contractor is responsible for ensuring that all terms, conditions, assurances and certifications set forth in this Agreement are carried forward to any subcontracts. Contractor and its subcontractors agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of DOH or as provided by law.

If, at any time during the progress of the work, DOH determines in its sole judgment that any subcontractor is incompetent, DOH shall notify the Contractor, and the Contractor shall take immediate steps to terminate the subcontractor's involvement in the work. The rejection or approval by DOH of any subcontractor or the termination of a subcontractor shall not relieve the Contractor of any of its responsibilities under the Agreement, nor be the basis for additional charges to DOH.

SUSPENSION OF PERFORMANCE AND RESUMPTION OF PERFORMANCE: In the event contract funding from State, Federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Agreement and prior to normal completion, DOH may give notice to Contractor to suspend performance as an alternative to termination. DOH may elect to give written notice to Contractor to suspend performance when DOH determines that there is a reasonable likelihood that the funding insufficiency may be resolved in a timeframe that would allow performance to be resumed prior to the end date of this Agreement. Notice may include notice by facsimile or email to Contractor's representative. Contractor shall suspend performance on the date stated in the written notice to suspend. During the period of suspension of performance each party may inform the other of any conditions that may reasonably affect the potential for resumption of performance.

When DOH determines that the funding insufficiency is resolved, DOH may give Contractor written notice to resume performance and a proposed date to resume performance. Upon receipt of written notice to resume performance, Contractor will give written notice to DOH as to whether it can resume performance, and, if so, the date upon which it agrees to resume performance. If Contractor gives notice to DOH that it cannot resume performance, the parties agree that the Agreement will be terminated retroactive to the original date of termination. If the date Contractor gives notice it can resume performance is not acceptable to DOH, the parties agree to discuss an alternative acceptable date. If an alternative date is not acceptable to DOH, the parties agree that the Agreement will be terminated retroactive to the original date of termination.

TERMINATION: Either party may terminate this Agreement upon 30 days prior written notification to the other party. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

TERMINATION FOR CAUSE: If for any cause, either party does not fulfill in a timely and proper manner its obligations under this Agreement, or if either party violates any of these terms and conditions, the aggrieved party will give the other party written notice of such failure or violation. The responsible party will be given the opportunity to correct the violation or failure within 15 working days. If the failure or violation is not corrected, this Agreement may be terminated immediately by written notice of the aggrieved party to the other.

WAIVER: A failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.

ALL WRITINGS CONTAINED HEREIN: This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

IN WITNESS WHEREOF, the parties have executed this Agreement.

CONTRACTOR SIGNATURE	DATE
PRINT OR TYPE NAME	TITLE
DOH CONTRACTING OFFICER SIGNATURE	DATE

This contract has been approved as to form by the attorney general.

**STATEMENT OF WORK
DOH CONTRACT HSP25352
JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT #2
dba JEFFERSON HEALTHCARE**

**Washington Rural Palliative Care Initiative and Telehealth Case Consultation
Spiritual Care, Jefferson Home Health and Hospice Rev. Carolyn Cristina Manzoni**

Contract Purpose: Jefferson Healthcare shall provide case consultation to the Washington Rural Palliative Care Initiative within the Telehealth Team Case Consultation Pilot.

Period of Performance: Date of Execution through December 31, 2020

Contract Consideration: Not to exceed \$960

Task	Task/Activity Description	Deliverables/Outcomes	Reporting frequency and payment
TOTAL MAXIMUM - TASK 1 \$960			
TASK 1 Telehealth Case Consultation and Didactic			
1	1.1 Participate in up to 6 telehealth palliative care case consultations in an interdisciplinary team to consult on spiritual aspects of care.	Number of hours with brief activity description	Number of hours with brief activity description MONTHLY; up to 4 hours/month @ \$40/hr.
	1.2 Prepare and present didactic presentations congruent with scheduled cases as negotiated with the team.	Number of hours with brief activity description	Number of hours with brief activity description MONTHLY; up to 4 hours/month @ \$40/hr.
TOTAL MAXIMUM PAYMENT, Not to exceed \$960			

Billing Instructions: Payment shall be contingent upon completion of the above activities, and receipt and acceptance by DOH of the above described deliverables and properly completed invoices. All reports and deliverables should be submitted electronically, except any required original receipts as appropriate. Deadlines, with the exception of date of completion, may be negotiable according to extenuating circumstances and to the discretion of DOH Program Officers.

**STATEMENT OF WORK
DOH CONTRACT HSP25352
JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT #2
dba JEFFERSON HEALTHCARE**

**Washington Rural Palliative Care Initiative and Telehealth Case Consultation
Spiritual Care, Jefferson Home Health and Hospice Rev. Carolyn Cristina Manzoni**

DOH Contract Manager

Sigrid Reinert

Washington Department of Health

PO Box 47853

Olympia, WA 98504-7853

Phone: (360) 236-2856

Fax: (360) 236-2829

Email: Sigrid.Reinert@doh.wa.gov

**JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2
RESOLUTION 2020-08**

Funded Depreciation Account

A RESOLUTION granting the hospital Chief Administrative Officer/Chief Financial Officer authority to place funds in a segregated account for the acquisition of depreciable assets.

WHEREAS, the hospital Chief Administrative Officer/Chief Financial Officer will place depreciation funds in investments readily available for their intended purpose.

WHEREAS, the Board of Commissioners of Jefferson County Public Hospital District No. 2 feel it is in the best interest of the District to grant the hospital Chief Administrative Officer/Chief Financial Officer authority to perform the following:

Transfer any and all funds that are not needed for operations to the funded depreciation account.

Transfer funds from the funded depreciation account to the operating account to pay for the acquisition of depreciable assets.

Transfer funds from the funded depreciation account to the operating account to meet operating needs.

The Board discourages the transfer of funded depreciation funds to the operating account for operating needs. Chief Administrative Officer/Chief Financial Officer is required to maintain a detailed schedule of all transfers into and out of the funded depreciation account including a list of all assets purchased with funds from this account.

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of Jefferson County Public Hospital District No. 2, as follows:

The hospital Chief Administrative Officer/Chief Financial Officer is granted authority to place funds in a segregated account for the acquisition of depreciable assets. In the absence of the Chief Administrative Officer/Chief Financial Officer, the Chief Executive Officer will be designated with this authority.

APPROVED this 26th day of August, 2020.

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

Commission President – Jill Buhler Rienstra: approved via Teams

Commission Secretary – Marie Dressler: approved via Teams

Attest:

Commissioner – Kees Kolff: approved via Teams

Commissioner – Bruce McComas: approved via Teams

Commissioner – Matthew Ready: approved via Teams

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2020-09

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:

Description	Asset #	Serial #	Model #
Bladder Scanner	04-00190	04448656	BVI3000
Bladder Scanner		06314483	BVI3000
NATUS ECHO-Screen		250996	ECHO-Screen II

APPROVED this 26th day of August 2020.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: approved via Teams

Commission Secretary Marie Dressler: approved via Teams

Attest:

Commissioner Bruce McComas: approved via Teams

Commissioner Kees Kolff: approved via Teams

Commissioner Matt Ready: approved via Teams

Jefferson County Public Hospital District #2
Surplus Equipment Form

Department: ER Date: 8/3/20

Equipment to be declared surplus: Bladder Scanner

Asset Number: 04-00190 Serial Number: 04448656

Model Number: BVI 3000

Justification for declaring surplus: (check all that apply)

- No longer supports current software
- End of life, useful life exhausted
- Not supported by original manufacturer, parts not available
- Cost of parts to repair exceeds cost of new equipment
- Technology outdated
- Removed or altered during remodeling process
- Other _____

Depreciated value: _____

X Removed from Service Department Director Signature [Signature] Materials Director Signature

Recommended Disposition:

- Send to surplus storage until _____ if not pulled for service dispose in appropriate manner.
- Use as trade-in and return to vendor _____
- Send to recycler* _____
- Placed with third party reseller _____
- Send to landfill* _____

*If another party wishes to take equipment from District at no cost the CEO shall have discretion to allow this.

Sell to AKA TEL

Approved by Commission on _____ Resolution # _____

Jefferson County Public Hospital District #2
Surplus Equipment Form

Department: Surg Date: 8/3/20

Equipment to be declared surplus: BVI 3000 Bladder Scanner

Asset Number: _____ Serial Number: 06314483

Model Number: BVI 3000

Justification for declaring surplus: (check all that apply)

- No longer supports current software
- End of life, useful life exhausted
- Not supported by original manufacturer, parts not available
- Cost of parts to repair exceeds cost of new equipment
- Technology outdated
- Removed or altered during remodeling process
- Other Removed from Service

Depreciated value: _____

[Signature]
Department Director Signature

[Signature]
Materials Director Signature

Recommended Disposition:

- Send to surplus storage until _____ if not pulled for service dispose in appropriate manner.
- Use as trade-in and return to vendor _____
- Send to recycler* _____
- Placed with third party reseller _____
- Send to landfill* _____

*If another party wishes to take equipment from District at no cost the CEO shall have discretion to allow this.

Sell to _____

Approved by Commission on _____ Resolution # _____

Jefferson County Public Hospital District #2
Surplus Equipment Form

Department: FBC Date: 9/6/20

Equipment to be declared surplus: NATUS ECHO-SCREEN

Asset Number: _____ Serial Number: 250996

Model Number: ECHO-SCREEN II

Justification for declaring surplus: (check all that apply)

- No longer supports current software
- End of life, useful life exhausted
- Not supported by original manufacturer, parts not available
- Cost of parts to repair exceeds cost of new equipment
- Technology outdated
- Removed or altered during remodeling process
- Other Removed from Service

Depreciated value: _____

Daneel
Department Director Signature

K. Amell
Materials Director Signature

Recommended Disposition:

- Send to surplus storage until _____ if not pulled for service dispose in appropriate manner.
- Use as trade-in and return to vendor _____
- Send to recycler* _____
- Placed with third party reseller _____
- Send to landfill* _____

*If another party wishes to take equipment from District at no cost the CEO shall have discretion to allow this.

Sell to _____

Approved by Commission on _____ Resolution # _____

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2020-10

A RESOLUTION CANCELING CERTAIN WARRANTS IN
THE AMOUNT OF \$0.73

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 \$0.73 be canceled.

Date of Issue	Warrant #	Amount
08/05/2019	257584	0.73
Total		0.73

APPROVED this 23rd day of September, 2020.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: Approved via Teams due to COVID-19 mtg restrictions

Commission Secretary Marie Dressler: Approved via Teams due to COVID-19 mtg restrictions

Attest:

Commissioner Matt Ready: Approved via Teams due to COVID-19 mtg restrictions

Commissioner Kees Kolff: Approved via Teams due to COVID-19 mtg restrictions

Commissioner Bruce McComas: Approved via Teams due to COVID-19 mtg restrictions.

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2020-11

A RESOLUTION CANCELING CERTAIN WARRANTS IN
THE AMOUNT OF \$120.40

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 \$120.40 be canceled.

Date of Issue	Warrant #	Amount
09/19/2019	258733	120.40
Total		120.40

APPROVED this 28th day of October 2020.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: Approved via teams - COVID restrictions

Commission Secretary Marie Dressler: Approved via teams - COVID restrictions

Attest:

Commissioner Matt Ready: Approved via teams - COVID restrictions

Commissioner Kees Kolff: Approved via teams - COVID restrictions

Commissioner Bruce McComas: Approved via teams - COVID restrictions.

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2020-12

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:

Description	Asset #	Serial #	Model #
Cell Washer	LAB03575 BioMed- 12- 00049	0002942	Helmer Ultra CW- purchased 2012
UA Centrifuge	LAB03560	S106850	Ultra Select U8S1- not capitalized

APPROVED this 28th day of October 2020.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: Approved via teams

Commission Secretary Marie Dressler: Approved via teams

Attest:

Commissioner Bruce McComas: Approved via teams

Commissioner Kees Kolff: Approved via teams

Commissioner Matt Ready: Approved via teams.

Jefferson County Public Hospital District #2
Surplus Equipment Form

Department: LAB Date: 10-13-20

Equipment to be declared surplus: Cell Washer

Asset Number: LAB03575 ^{Biomed Asset} 12-00049 Serial Number: 0002942

Model Number: Helmer Ultra CW purchased 2012

Justification for declaring surplus: (check all that apply)

- No longer supports current software
- End of life, useful life exhausted
- Not supported by original manufacturer, parts not available
- Cost of parts to repair exceeds cost of new equipment
- Technology outdated
- Removed or altered during remodeling process
- Other _____

Depreciated value: _____

[Signature]
Department Director Signature

[Signature]
Materials Director Signature

Recommended Disposition:

- Send to surplus storage until _____ if not pulled for service dispose in appropriate manner.
- Use as trade-in and return to vendor _____
- Send to recycler* _____
- Placed with third party reseller _____
- Send to landfill* _____

*If another party wishes to take equipment from District at no cost the CEO shall have discretion to allow this.

Sell to _____

Approved by Commission on _____ Resolution # _____

Jefferson County Public Hospital District #2
Surplus Equipment Form

Department: Lab Date: 10-13-20

Equipment to be declared surplus: UA Centrifuge


Asset Number: LAB03560 Serial Number: 2002325T 5106850

Model Number: EO Ultra Select U85-1 not capitalized


Justification for declaring surplus: (check all that apply)

- No longer supports current software
- End of life, useful life exhausted
- Not supported by original manufacturer, parts not available
- Cost of parts to repair exceeds cost of new equipment
- Technology outdated
- Removed or altered during remodeling process
- Other _____

Depreciated value: _____



Department Director Signature



Materials Director Signature

Recommended Disposition:

- Send to surplus storage until _____ if not pulled for service dispose in appropriate manner.
- Use as trade-in and return to vendor _____
- Send to recycler* _____
- Placed with third party reseller _____
- Send to landfill* _____

*If another party wishes to take equipment from District at no cost the CEO shall have discretion to allow this.

Sell to _____

Approved by Commission on _____ Resolution # _____

Jefferson County Public Hospital District No. 2

**RESOLUTION 2020-13
PROPERTY TAX INCREASE RESOLUTION**

WHEREAS the Board of Commissioners has properly given notice of the public hearing held October 28, 2020, to consider the Hospital District's current expense budget for the 2021 calendar year, pursuant to RCW 84.55.120; and

WHEREAS the Board of Commissioners, after hearing, and after duly considering all relevant evidence and testimony presented, has determined that Jefferson County Public Hospital District No.2 requires increase in property tax revenue from the previous year, in addition to the increase resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, in order to discharge the expected expenses and obligations of Jefferson County Public Hospital District No. 2 and in its best interest;


NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners, that increase in the regular property tax levy, in addition to any amount resulting from the addition of new construction and improvements to property, refunds from the previous year, and any increase in the value of state-assessed property is hereby authorized for the 2021 levy of \$486,443.64 which is a percentage increase of 1 percent (\$4,816.27) from the previous year (see RCW 84.55.092).

ADOPTED and APPROVED by the Board of Commissioners of Public Hospital District No. 2, Jefferson County, Washington, at an open public meeting, the following Commissioners being present and voting in favor of the resolution.

APPROVED THIS 28th day of October, 2020

APPROVED BY THE COMMISSION:

Commission President – Jill Rienstra:



Commission Secretary – Marie Dressler:



Attest:

Commissioner – Bruce McComas: _____

Commissioner – Matt Ready: _____

Commissioner – Kees Kolff: _____

Jefferson County Public Hospital District No. 2

**RESOLUTION 2020-14
SUBSTANTIAL NEED RESOLUTION**

A RESOLUTION of the Board of Commissioners of Jefferson County Public Hospital District No. 2, Washington adopting the limit factor for property tax increase for 2021 budget purposes.

WHEREAS the Board of Commissioners of Jefferson County Public Hospital District No. 2, Washington in the course of considering the budget for 2021 has reviewed all sources of revenue and examined all anticipated expenses and 2021 obligations; and,

WHEREAS the Board of Commissioners of Jefferson County Public Hospital District No. 2, Washington, has determined that there is a substantial need to increase the regular property tax limit factor above the rate of inflation;

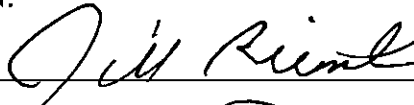
NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Jefferson County Public Hospital District No. 2, Washington that the limit for the regular tax levy for the year 2021 will be 101% of the highest amount of regular property taxes that could have been lawfully levied in the district.

ADOPTED and APPROVED by the Board of Commissioners of Public Hospital District No. 2, Jefferson County, Washington, at an open public meeting, the following Commissioners being present and voting in favor of the resolution.

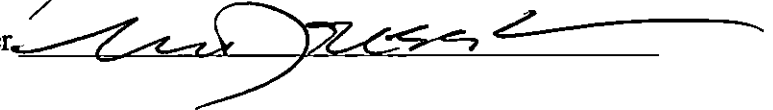
APPROVED THIS 28th day of October, 2020

APPROVED BY THE COMMISSION:

Commission President – Jill Rienstra:



Commission Secretary – Marie Dressler:



Attest:

Commissioner – Bruce McComas: _____

Commissioner – Matt Ready: _____

Commissioner – Kees Kolff: _____

Jefferson County Public Hospital District No. 2

**RESOLUTION 2020-15
ADOPT FISCAL YEAR 2021 BUDGET**

WHEREAS the Board of Commissioners has properly given notice of the public hearing held October 28, 2020, to consider the Hospital District's current expense budget for the 2021 calendar year, pursuant to RCW 84.55.120;


NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Jefferson County Public Hospital District No. 2, that the Operations and Capital Budget for fiscal year 2021 as presented to the Board, as hereto attached, is hereby approved.

ADOPTED and APPROVED by the Board of Commissioners of Public Hospital District No. 2, Jefferson County, Washington, at an open public meeting, the following Commissioners being present and voting in favor of the resolution.

APPROVED THIS 28th day of October , 2020

APPROVED BY THE COMMISSION:

Commission President – Jill Rienstra: 

Commission Secretary – Marie Dressler: 

Attest:

Commissioner – Bruce McComas: _____

Commissioner – Matt Ready: _____

Commissioner – Kees Kolff: _____



Levy Certification

Submit this document to the county legislative authority on or before November 30 of the year preceding the year in which the levy amounts are to be collected and forward a copy to the assessor.

In accordance with RCW 84.52.020, I, Jill Rienstra,
(Name)

Commission President, for Jefferson County Public, do hereby certify to
(Title) (District Name) Hospital District No 2

the Jefferson County legislative authority that the Commissioners
(Name of County) (Commissioners, Council, Board, etc.)

of said district requests that the following levy amounts be collected in 2021 as provided in the district's
(Year of Collection)

budget, which was adopted following a public hearing held on 10.29.2020
(Date of Public Hearing)

(section below revised by the Jefferson County Assessor)

DISTRICT LEVY	MAX AMT TO LEVY*	+ REFUND LEVY	= BUDGETED PROP TAX
Regular:			
General	279,314.41	835.59	280,200
Go Bond	219,800	-	219,800

Excess:			

*Includes 1% calc., estimated new construction, and estimated added state assessed utilities

Signature: Jill Rienstra

Date: 11.2.20

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2020-17

A RESOLUTION CANCELING CERTAIN WARRANTS IN
THE AMOUNT OF \$1,010.00

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 \$1,010.00 be canceled.

Date of Issue	Warrant #	Amount
10/17/2019	259608	10.00
10/31/2019	260080	1,000.00
Total		\$1,010.00

APPROVED this 25th day of November 2020.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: Approved via teams - COVID restrictions

Commission Secretary Marie Dressler: Approved via teams - COVID restrictions

Attest:

Commissioner Matt Ready: Approved via teams - COVID restrictions

Commissioner Kees Kolff: Approved via teams - COVID restrictions

Commissioner Bruce McComas: Approved via teams - COVID restrictions

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2020-18

A RESOLUTION CANCELING CERTAIN WARRANTS IN
THE AMOUNT OF \$2,656.50

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 \$2,656.50 be canceled.

Date of Issue	Warrant #	Amount
10.8.2020	268880	2,536.10
09.19.2019	258733	120.40
Total		\$2,656.50

APPROVED this 23rd day of December 2020.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: Approved via teams-COVID restrictions

Commission Secretary Marie Dressler: Approved via teams-COVID restrictions

Attest:

Commissioner Matt Ready: Approved via teams-COVID restrictions

Commissioner Kees Kolff: Approved via teams-COVID restrictions

Commissioner Bruce McComas: Approved via teams-COVID restrictions

RESOLUTION 2020-19

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	\$350
CD 11	\$100
CD 12	\$100
CD 13	\$100
CD 14	\$100
CD 15	\$100
CD 16	\$300
CD 17	\$100

PETTY CASH FUNDS:

PC 1	\$100
PC 2	\$500

**A key code of cash drawer and petty cash fund locations is filed in the Accounting records.

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 23rd day of December 2020, the following Commissioners being present and voting in favor of the resolution.

Commission President – Jill Reinstra: Approved via teams - COVID restrictions

Commission Secretary – Marie Dressler: Approved via teams - COVID restrictions

Attest:

Commissioner – Bruce McComas: Approved via teams - COVID restrictions

Commissioner – Kees Kolff: Approved via teams - COVID restrictions

Commissioner – Matt Ready: Approved via teams - COVID restrictions

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2020-20

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:

Description	Asset #	Serial #	Model #
Sonicator 720	895-868	83UF1737	Ultrasound, Sonicator 720

APPROVED this 23rd day of December 2020.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: Approved via teams- COVID rest.

Commission Secretary Marie Dressler: Approved via teams- COVID rest.

Attest:

Commissioner Bruce McComas: Approved via teams- COVID rest.

Commissioner Kees Kolff: Approved via teams- COVID rest.

Commissioner Matt Ready: Approved via teams- COVID rest.

Jefferson County Public Hospital District #2
Surplus Equipment Form

Department: Rehab Date: 12/8/20

Equipment to be declared surplus: Sonicator 720

Asset Number: 895-868 Serial Number: 83UF1737

Model Number: ultrasound, Sonicator 720

Justification for declaring surplus: (check all that apply)

- No longer supports current software
- End of life, useful life exhausted
- Not supported by original manufacturer, parts not available
- Cost of parts to repair exceeds cost of new equipment
- Technology outdated
- Removed or altered during remodeling process
- Other Purchased 1995.

Depreciated value: 0

ultrasound
Department Director Signature

Ormuil
Materials Director Signature

Recommended Disposition:

- Send to surplus storage until _____ if not pulled for service dispose in appropriate manner.
- Use as trade-in and return to vendor _____
- Send to recycler* _____
- Placed with third party reseller _____
- Send to landfill* _____

*If another party wishes to take equipment from District at no cost the CEO shall have discretion to allow this.

Sell to _____

Approved by Commission on _____ Resolution # _____

RESOLUTION 2020-16

A RESOLUTION OF THE JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2 (JEFFERSON HEALTHCARE) BOARD OF COMMISSIONERS REGARDING DISPARITY IN HEALTH EQUITY CAUSED BY RACISM AND OTHER FORMS OF DISCRIMINATION

PREAMBLE:

The Jefferson Healthcare Board of Commissioners is adopting this Resolution to declare that disparities in health equity caused by racism and other forms of discrimination is a crisis throughout this country. In doing so, the Board takes express notice of and adopts the following findings, facts, statements, and good faith beliefs:

1. "The loss of George Floyd's life was as senseless as it was tragic, served as a wake-up call led by Black, Indigenous and People of Color about racial disparity, inequality and social injustice, and reminded us that as the Public Hospital District healthcare provider in our community, it is important for Jefferson Healthcare to take a stand against racism and all other forms of social injustice." Mike Glenn, Jefferson Healthcare CEO.
2. Discrimination, including racism, has deep and harmful impacts that unfairly disadvantages too many, and unfairly advantages others.
3. Discrimination harms every person in our society and is a root cause of poverty and economic inequality.
4. Nationally, health care has played a role in perpetuating structural disadvantages and there is an opportunity for health systems to help dismantle racism and other forms of oppression within their systems.
5. The Reverend Dr. Martin Luther King Jr. memorably and truthfully stated that "injustice anywhere is a threat to justice everywhere," and that when you see something that is not right, you must say something. The Reverend Dr. Martin Luther King Jr. also stated "I have a dream that my four little children will one day live in a nation where they will not be judged by the color of their skin but by the content of their character."
6. Whether intended or not, racism and other forms of discrimination can become ingrained in institutional policies and practices, creating differential access to opportunities and resources, causing disparate outcomes in all aspects of life affecting health.
7. The legacy of discriminatory policies and practices often continue to exist after the policies and practices have been changed.
8. Decades of data collected by public health agencies have demonstrated how marginalized communities are affected by more acute impacts, such as gun violence, and chronic impacts such as higher rates of cardiovascular disease and diabetes, maternal and infant mortality, underweight babies and shorter, less-healthy lives overall.
9. Victims of discrimination or marginalization are more likely to experience inequities in social determinants of health, including education, access to jobs, earning power, adequate and safe housing, higher rates of policing and involvement in the criminal legal system, and overall quality of life.

10. Jefferson Healthcare is the Public Hospital District for East Jefferson County and thus has a mandate to serve all, without prejudice.

11. The administrative leadership and all staff of Jefferson Healthcare have expressed a commitment to provide health equity by eliminating racism and all other forms of discrimination in their organization.

12. Jefferson Healthcare has entered into a long-term contract with the Institute for Healthcare Improvement (IHI), "A learning and Action Network to close Equity Gaps in Healthcare".

13. The IHI framework includes the following 5 components:

- a. Making health equity a strategic priority,
- b. Building infrastructure to support health equity,
- c. Addressing the multiple determinants of health,
- d. Eliminating racism and other forms of oppression, and
- e. Partnering with the community to improve health equity.

14. Jefferson County Public Health has also made a commitment to eliminate racism and other forms of discrimination in order to promote health equity, and as such will be an invaluable partner in using quantitative data, relevant to Jefferson County, in an effort to provide a fair and just opportunity for everyone to be healthy.

NOW, THEREFORE, BE IT RESOLVED by the Board of Jefferson Healthcare We, the Board of Commissioners of the Public Hospital District #2 of Jefferson County, declare that we are against racism and discrimination in any form.

We fully support the Jefferson Healthcare staff in their commitment to address discrimination and in their work with the Institute for Healthcare Improvement, and we will do our part to participate in that program. We will strive to eliminate all forms of discrimination in our policies, practices, and procedures in order to reduce and eventually eliminate disparities in health equity in our system.

We as individual Board members commit to ongoing work around race and equity, being responsive to local residents impacted by racism and other forms of discrimination and holding one another accountable to addressing implicit biases of all kinds.

We believe there should be a fair and just opportunity for everyone to be healthy.

APPROVED this 23rd day of December 2020.

Appointed via teams - COVID restrictions
Jill Buhler-Reinstra, Chair

ATTEST:

Appointed via teams - COVID restrictions
Marie Dressler, Secretary

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2021-01

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:

Description	Asset #	Serial #	Model #
Midmark IQecg	14-00165	477046	IQecg (RT07063)

APPROVED this 27th day of January 2021.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: Approved via teams - COVID-19

Commission Secretary Marie Dressler: Approved via teams - COVID-19

Attest:

Commissioner Bruce McComas: Approved via teams - COVID-19

Commissioner Kees Kolff: Approved via teams - COVID-19

Commissioner Matt Ready: Approved via teams - COVID-19

Jefferson County Public Hospital District #2
Surplus Equipment Form

Department: E.D. Date: 1/4/21
Equipment to be declared surplus: MIDMARK IQecg
Asset Number: 14-00165 Serial Number: 4770740
Model Number: IQecg (RT07063)

Justification for declaring surplus: (check all that apply)

- No longer supports current software
- End of life, useful life exhausted
- Not supported by original manufacturer, parts not available
- Cost of parts to repair exceeds cost of new equipment
- Technology outdated
- Removed or altered during remodeling process

ECG unit

Other Damaged case, N/F, Lead set Falls OFF.

Depreciated value: _____

X AKrod
Department Director Signature

X Amur
Materials Director Signature

Recommended Disposition:

- Send to surplus storage until _____ if not pulled for service dispose in appropriate manner.
- Use as trade-in and return to vendor _____
- Send to recycler* _____
- Placed with third party reseller _____
- Send to landfill* _____

*If another party wishes to take equipment from District at no cost the CEO shall have discretion to allow this.

Sell to _____

Approved by Commission on _____ Resolution # _____

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2021-02

A RESOLUTION CANCELING CERTAIN WARRANTS IN
THE AMOUNT OF \$900.00

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 \$900.00 be canceled.

Date of Issue	Warrant #	Amount
05/21/2020	265482	900.00
Total		\$900.00

APPROVED this 23rd day of June 2021.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: approved by Microsoft Teams per gov. proc.

Commission Secretary Marie Dressler: approved by Microsoft Teams per gov. proc.

Attest:

Commissioner Matt Ready: approved by Microsoft Teams per gov. proc.

Commissioner Kees Kolff: approved by Microsoft Teams per gov. proc.

Commissioner Bruce McComas: approved by Microsoft Teams per gov. proc.

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2021-03

A RESOLUTION CANCELING CERTAIN WARRANTS IN
THE AMOUNT OF \$15.00

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 \$15.00 be canceled.

Date of Issue	Warrant #	Amount
06/25/2020	266374	7.50
06/25/2020	266417	7.50
Total		\$15.00

APPROVED this 22nd day of September 2021.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: approved via Microsoft Teams

Commission Secretary Marie Dressler: approved via Microsoft Teams

Attest:

Commissioner Matt Ready: approved via Microsoft Teams

Commissioner Kees Kolff: approved via Microsoft Teams

Commissioner Bruce McComas: approved via Microsoft Teams

RESOLUTION 2021-04
HONORING JEFFERSON HEALTHCARE TEAM MEMBERS DURING THE
COVID-19 PANDEMIC OF 2020-2021

WHEREAS, there has never been a more appropriate time to thank the people who work at Jefferson Healthcare than 2020 and 2021; and

WHEREAS, Jefferson Healthcare employees in every department have, over the years, consistently performed at the highest professional levels, earning for Jefferson Healthcare and their departments the respect and admiration of our community along with numerous accreditations, certifications and accolades on statewide and national levels; and

WHEREAS, in early 2020, the global virus COVID-19 inundated healthcare systems throughout the world, presenting a crushing burden on our health care workers and threatening to overwhelm our critical resources; and

WHEREAS, our team members did not run away in the daunting face of such a challenging situation, but stood strong on the frontlines, becoming the wall between life and death while protecting our community; and

WHEREAS, faced with unprecedented workloads, our staff works around the clock, risking their own health and often sacrificing time with their families to help those suffering from COVID while also maintaining other essential health services and ensuring the safety of non-COVID patients and visitors; and

WHEREAS, our staff continuously and completely demonstrate their professionalism and untiring commitment to care for all members of our community by dealing with the virus face-to face every day at work; and

WHEREAS, extraordinary situations call for extraordinary responses, and the work of our healthcare team exemplifies the deepest values of humanity and inspires everyone else to rise above the situation; and their coordination, skill, expertise and teamwork has resulted in untold lives saved; therefore, be it

RESOLVED, by the Board of Commissioners that a unanimous accolade of praise and tribute be accorded to all who have persevered through the challenges of this unprecedented ordeal; and

RESOLVED, that we celebrate you as true champions, whose day-to-day life-saving efforts and personal sacrifices amid increased risk persevere not *because* of COVID-19, but *in spite* of it. Our community is forever indebted to you for your courage and selflessness.

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

APPROVED this 22nd day of September 2021.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: approved via Microsoft Teams

Commission Secretary Marie Dressler: approved via Microsoft Teams

Attest:

Commissioner Matt Ready: approved via Microsoft Teams

Commissioner Kees Kolff: approved via Microsoft Teams

Commissioner Bruce McComas: approved via Microsoft Teams

Resolution 2021-05

RESOLUTION OF THE JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2
BOARD OF COMMISSIONERS IN SUPPORT OF PUBLIC HEALTH AND HEALTHCARE
WORKERS AND DECLARING HEALTH MISINFORMATION A PUBLIC HEALTH CRISIS

Preamble:

"I am urging all Americans to help slow the spread of health misinformation during the COVID-19 pandemic and beyond. Health misinformation is a serious threat to public health. It can cause confusion, sow mistrust, harm people's health, and undermine public health efforts. Limiting the spread of health misinformation is a moral and civic imperative that will require a whole-of-society effort."

Vivek H. Murthy, M.D., M.B.A. Vice Admiral, U.S. Public Health Service
Surgeon General of the United States

<https://www.hhs.gov/sites/default/files/surgeon-general-misinformation-advisory.pdf>

We, the Commissioners of Jefferson County Public Hospital District No. 2 adopt this resolution in support of all public health and healthcare workers and declare health misinformation a public health crisis. In so doing, we adopt the following findings, facts, statements and good faith beliefs:

- 1) The coronavirus pandemic is surging in Jefferson County with more disease and more deaths than at any other time in the past twenty months.
- 2) Our healthcare system is at the breaking point, with a shortage of staff and critical care beds as well as overwhelmed emergency facilities.
- 3) Our public health services are stretched to the point where they can barely perform the best-practice COVID-19 case and contact tracing and follow-up.
- 4) Our dedicated healthcare and public health workers are working overtime, are psychologically stressed, and are physically exhausted by meeting the needs of our community.
- 5) Public health measures like masking, physical distancing, vaccinations and specific activity restrictions are proven ways of slowing the spread of this virus, saving lives, and ending the pandemic.
- 6) Allison Berry, M.D., M.P.H., the Public Health Officer for both Jefferson and Clallam Counties, found that unvaccinated patrons in bars and restaurants spread the virus and instead of closing down the industry or limiting occupancy, issued a vaccine mandate for bar and restaurant customers in order to help protect the local economy, the employees of those businesses, our vulnerable children, and our struggling healthcare and public health systems.

- 7) Some people in our community disagree with actions taken by Dr. Berry and have used intimidation and threats of violence to oppose reasonable and proven public health measures.
- 8) Some people discourage vaccinations by citing pandemic misinformation, which is not supported by valid scientific data provided by reliable professional experts, and which may lead to more cases and deaths in our community.
- 9) Some people are vaccine hesitant for a variety of reasons, some of which are based on misinformation, and which may be addressed with appropriate, compassionate advice or overcome with a variety of vaccination incentives and requirements, including employment vaccination requirements and privilege restrictions.
- 10) The health of our community depends not only on the behavior of us as individuals but also on the health of our healthcare and public health services and the essential workers who provide those services.

NOW THEREFORE, BE IT RESOLVED that the Jefferson County Public Hospital District No. 2 Board of Commissioners declares health misinformation a public health crisis, and:

- A. Urges all residents of our county to get vaccinated with age-approved vaccines, if medically appropriate;
- B. Urges all those who are spreading information about the vaccine and the pandemic to use reliable sources of data that follow the preponderance of evidence;
- C. Urges all those who disagree with public health mandates to use civil dialogue and to avoid intimidation and threats of violence; and
- D. Urges everyone in our community to appreciate, support and thank our dedicated public health and healthcare employees, since the health of our community depends on them.

APPROVED this 29 day of September 2021.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: approved via Microsoft Teams

Commission Secretary Marie Dressler: approved via Microsoft Teams

Attest:

Commissioner Matt Ready: approved via Microsoft Teams

Commissioner Kees Kolff: approved via Microsoft Teams

Commissioner Bruce McComas: approved via Microsoft Teams

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2021-06

A RESOLUTION CANCELING CERTAIN WARRANTS IN
THE AMOUNT OF \$128.00

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 \$128.00 be canceled.

Date of Issue	Warrant #	Amount
09/24/2020	268575	128.00
Total		\$128.00

APPROVED this 27th day of October 2021.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: approved via Microsoft Teams

Commission Secretary Marie Dressler: approved via Microsoft Teams

Attest:

Commissioner Matt Ready: approved via Microsoft Teams

Commissioner Kees Kolff: approved via Microsoft Teams

Commissioner Bruce McComas: approved via Microsoft Teams

Jefferson County Public Hospital District No. 2

**RESOLUTION 2021-07
PROPERTY TAX INCREASE RESOLUTION**

WHEREAS the Board of Commissioners has properly given notice of the public hearing held October 27, 2021, to consider the Hospital District's current expense budget for the 2022 calendar year, pursuant to RCW 84.55.120; and

WHEREAS the Board of Commissioners, after hearing, and after duly considering all relevant evidence and testimony presented, has determined that Jefferson County Public Hospital District No.2 requires increase an property tax revenue from the previous year, in addition to the increase resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, in order to discharge the expected expenses and obligations of Jefferson County Public Hospital District No. 2 and in its best interest;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners, that an increase in the regular property tax levy, in addition to any amount resulting from the addition of new construction and improvements to property, refunds from the previous year, and any increase in the value of state-assessed property is hereby authorized for the 2022 levy of \$496,034.58 which is a percentage increase of 1 percent (\$4,911.23) from the previous year (see RCW 84.55.092).

ADOPTED and APPROVED by the Board of Commissioners of Public Hospital District No. 2, Jefferson County, Washington, at an open public meeting, the following Commissioners being present and voting in favor of the resolution.

APPROVED THIS 27th day of October, 2021

APPROVED BY THE COMMISSION:

Commission President – Jill Rienstra: approved via Microsoft Teams

Commission Secretary – Marie Dressler approved via Microsoft Teams

Attest:

Commissioner – Bruce McComas: approved via Microsoft Teams

Commissioner – Matt Ready: approved via Microsoft Teams

Commissioner – Kees Kolff: approved via Microsoft Teams

Jefferson County Public Hospital District No. 2

**RESOLUTION 2021-08
ADOPT FISCAL YEAR 2022 BUDGET**

WHEREAS the Board of Commissioners has properly given notice of the public hearing held October 27, 2021, to consider the Hospital District's current expense budget for the 2022 calendar year, pursuant to RCW 84.55.120;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Jefferson County Public Hospital District No. 2, that the Operations and Capital Budget for fiscal year 2022 as presented to the Board, as hereto attached, is hereby approved.

ADOPTED and APPROVED by the Board of Commissioners of Public Hospital District No. 2, Jefferson County, Washington, at an open public meeting, the following Commissioners being present and voting in favor of the resolution.

APPROVED THIS 27th day of October, 2021

APPROVED BY THE COMMISSION:

Commission President – Jill Rienstra: approved via Microsoft Teams

Commission Secretary – Marie Dressler: approved via Microsoft Teams

Attest:

Commissioner – Bruce McComas: approved via Microsoft Teams

Commissioner – Matt Ready: approved via Microsoft Teams

Commissioner – Kees Kolff: approved via Microsoft Teams



Levy Certification

Submit this document to the county legislative authority on or before November 30 of the year preceding the year in which the levy amounts are to be collected and forward a copy to the assessor.

In accordance with RCW 84.52.020, I, Jill Rienstra,
(Name)

Commission President, for Jefferson County Public Hospital District #2, do hereby certify to
(Title) (District Name)

the Jefferson County legislative authority that the Commissioners
(Name of County) (Commissioners, Council, Board, etc.)

of said district requests that the following levy amounts be collected in 2022 as provided in the district's
(Year of Collection)

budget, which was adopted following a public hearing held on 11/27/2021:
(Date of Public Hearing)

(section below revised by the Jefferson County Assessor)

DISTRICT LEVY MAX AMT TO LEVY* + REFUND LEVY = BUDGETED PROP TAX

Regular:			
General	290,670.97	529.13	291,200.00
Bond	219,800.00		219,800.00

Excess:			

*Includes 1% calc., estimated new construction, and estimated added state assessed utilities

Signature: Jill Beale Rienstra

Date: 11.3.21

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2021-09

A RESOLUTION CANCELING CERTAIN WARRANTS IN
THE AMOUNT OF \$19.84

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 \$19.84 be canceled.

Date of Issue	Warrant #	Amount
10/08/2020	268879	\$19.84
Total		\$19.84

APPROVED this 17th day of November 2021.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: approved via Microsoft Teams

Commission Secretary Marie Dressler: approved via Microsoft Teams

Attest:

Commissioner Matt Ready: approved via Microsoft Teams

Commissioner Kees Kolff: approved via Microsoft Teams

Commissioner Bruce McComas: approved via Microsoft Teams