

King County Public Hospital District No. 2  
d/b/a EvergreenHealth  
Board of Commissioners Meeting  
EvergreenHealth Medical Center, Kirkland, WA  
April 7, 2020  
Study Session Meeting Minutes

Comms. Present: Comms. Butler, DeYoung, Edwards, Hirt, McLaughlin, Pilcher, and Snyder

Medical Staff Leadership: M. Sean Kincaid, MD, Chad Bentsen, MD

Others Present: Chris Bredeson, Jeff Friedman, Linda Jeppesen, Richard Meeks, Aileen Mickey, MD, Tina Mycroft, Ettore Palazzo, MD, Candace Scairpon, Mary Shepler, Kay Taylor, Jeff Tomlin, MD

Legal Counsel: Kevin Hansen

Guests: None present (Exhibit A)

Location: This meeting was held by phone, no in person attendance.

**PUBLIC MEETING AND EXECUTIVE SESSION**

Comm. McLaughlin called the April 7, 2020 Study Session Meeting of the Board of Commissioners of King County Public Hospital District No. 2 to order at 4:30 p.m. Comm. McLaughlin announced that the Board would immediately adjourn into Executive Session to consider and discuss pending litigation, property acquisition, personnel matters and quality improvement review. Ms. Scairpon further announced that the Executive Session would adjourn at approximately 5:30 p.m. and that the open Public Meeting would reconvene at approximately 5:35 p.m. after a short recess.

The Executive Session commenced at 4:32 p.m. At 5:33 Ms. Scairpon announced the Board would be delayed approximately 5 minutes. The Executive Session was concluded at 5:35 p.m., at which time a short recess was taken.

Comm. McLaughlin reconvened the Public Meeting, calling it to order at 5:38 p.m. and welcoming those present.

**Order of Business**

There were no changes to the agenda.

**Discussion Item**

**Financial Update Discussion**

Tina Mycroft, CFO, noted her team is working on the another iteration of the financial forecast which will include items such as surge projections, cash management, AR projections, among others, and should be ready next week.

Ms. Mycroft reviewed cash management strategies which include an interfund loan, Medicare Advance, FICA Deferral, and Line of Credit, and noted that we anticipate using a combination of all of these to help us through this event. We are recommending the Board make a motion to approve this resolution on Friday, April 10, 2020.

Ms. Mycroft responded to questions from the Board throughout the presentation including a brief discussion regarding the impacts for Monroe.

**Discussion Items for Proposed Action on April 21, 2020**

**Governance Committee Charter**

Comm. McLaughlin introduced the topic and thanked the Governance Committee members for their work on the Governance documents.

Comm. Butler thanked the committee as well and provided a brief overview of the process the committee took to complete the review of the Governance documents, noting it was a combination of Governance best practices, review of other public hospital districts, consult with legal counsel on the changes, input from the Board, etc.

The Board reviewed the charter and suggested minor edits that will be brought to the Board on April 21 for final review and approval.

Governance Committee members responded to questions from the Board throughout the review.

**Board Bylaws**

Kevin Hansen, Designated Legal Counsel, summarized the goals of the Bylaws noting they should be clear, functional, easy to use and limit the possibility of conflicts between various governing documents. He reviewed the Medical Staff section and the connection to their bylaws, and stated that he reviewed the bylaws of another local public hospital district, and also materials from the American Health Lawyers Association to put the summarizing paragraphs together, remove any

inconsistencies and simplify. The Board reviewed the Bylaws and suggested minor edits that will be brought forward to the Board on April 21 for final review and approval.

**Board Delegation of Authority**

Comm. Butler summarized the changes to the Delegation of Authority including proposed spending limit increases and noted that we consulted with members of AC to make sure the policy was understandable and met the needs of the organization. The Board reviewed the Bylaws and suggested minor edits that will be brought forward to the Board on April 21 for final review and approval.

**Reports**

**Medical Staff Update**

Chad Bentsen, MD, Medical Staff Vice President, noted the teams have been focused on COVID, surge plans, admission criteria, and working on getting things back to normal.

**CEO/Administrative Update**

Jeff Tomlin, MD, CEO, noted a lot of work has been taking place regarding moving various activities to later in the year such as the employee engagement survey, strategic plan, etc. Ettore Palazzo, MD, Chief Medical and Quality Officer, noted the latest COVID projections from UW were updated on Sunday and show that Washington state cases and deaths appear to have peaked on 4/2. Dr. Tomlin responded to questions from the Board.

Comm. McLaughlin and the Board thanked Dr. Tomlin and team for everything they've done.

**Adjourn**

The April 7, 2020 meeting of the Board of Commissioners for King County Public Hospital District No. 2 was adjourned at 7:46 p.m.

ATTEST:

*Minerva Butler, Secretary/Commissioner*

Minerva Butler, Secretary/Commissioner  
Apr 22, 2020 12:28 PM PDT

**Exhibit A – Guests**

<b>Name</b>	<b>Residence</b>