



Two Rivers
HEALTH DISTRICT

KENNEWICK PUBLIC HOSPITAL DISTRICT

**Board of Commissioners
Packet**

Thursday, January 25, 2024

Hybrid Meeting

via Zoom and

Trios Care Center at deBit Building

320 W. 10th Ave. Kennewick, WA 99336

5:00 p.m.

Kennewick Public Hospital District
Thursday, Jan. 25, 2024 | Hybrid Meeting in person at
Trios Care Center at deBit – First Floor Conference Room
320 W. 10th Ave., Kennewick, Washington, 99336

5:00 PM

AGENDA

I. District Business:

A. Approval of Consent Agenda**All Materials under the Consent Agenda are considered routine by the Board of Commissioners and will be adopted by one motion in the form listed below. There will be no separate discussion of these items. An item may be removed from the Consent Agenda and considered separately if the board members or the public desire further discussion.*

1. Approval of Meeting Minutes of Regular meeting held Nov. 30, 2023*

B. Public Comment –

II. NEW BUSINESS:

A. Reports

1. Lee Kerr – Superintendent, General Update
2. Legal Report - Heidi Ellerd, Legal Counsel
 - a. Records Requests (updates)
3. Administrative Report, Salem Thompson, Board Coordinator (excused)

B. Committee Reports/Recommendations

1. Finance Committee – Steve Blodgett, Finance Chair / Nathan Burt
 - a. Acceptance of November and December 2023 financial statements* – Overview by Erica Davis/Nathan Burt
 - b. Approval of November and December 2023 payments and disbursements*
 - c. Treasurer’s Report – Steve Blodgett
 - d. Resolution 2023-2 Richmond Trust Resolution*
 - e. Resolution 2023-3 Surety Resolution*
4. Governance Committee Updates – Mark Brault
 - a. Charter updates – tabled until February to give the other committees time to review charters.
 - b. Resolution 2023-1 Meeting Date Resolution*
 - c. Election of Officers*
5. Planning Committee – Wanda Briggs
 - a. Grace Clinic grant for continuous glucose monitors*
6. Adult Day Services – General Update: Rick Reil/Steve Blodgett

III. Executive Session –

IV. COMMISSIONER COMMENTS

V. Upcoming items – NONE

VI. BOARD MEETINGS/EVENTS/EDUCATION -

Next Regularly Scheduled Board Meeting – Thursday, February 29, 2024 @ 5:00p.m.

Close of Meeting

Minutes

Kennewick Public Hospital District

Thursday, November 30, 2023, | Hybrid Meeting 5:00 pm Via Zoom and in person at
Trios Care Center at deBit – First Floor Conference Room
320 W. 10th Ave., Kennewick, Washington, 99336

MINUTES

Attendance: Gary Long, Steve Blodgett, Mark Brault, Marv Kinney, Rick Reil, Sheila Dunlop, Lee Kerr, Eric Davis, Heidi Ellerd, and Salem Thompson.

CALL TO ORDER

Commissioner Brault called the meeting to order at 5:00 pm.

I. DISTRICT BUSINESS:

A. Approval of Consent Agenda

IT WAS MOVED AND SECONDED TO APPROVE THE CONSENT AGENDA. NO DISCUSSION MOTION CARRIED.

B. Public Comment – NONE

II. NEW BUSINESS:

A. Reports

1. Lee Kerr – Superintendent, General Update – Update on the dates for the creditors trust conclusion, extended into 2024.
WA State L and I has asked for a surety bond for past claims. The District will work on meeting this requirement.
Thanks to Heidi and Candy for filing all the required documents for the 2024 budget. Congratulations to Gary Long, Sheila Dunlop, and Marv Kinney on their successful elections.
One of the goals of the AWPHD is to help member districts with communications efforts. Lee will coordinate with the Planning Committee and AWPHD towards a broader communication effort in 2024.
The District received a letter from the WA State Attorney General’s Office addressing the Reproductive Rights Act. Since the District does not provide those services, LifePoint will need to be made aware of this letter as their response will be required.
Per the legislature, commissioner compensation will change on January 1, 2024. The increase amount will be available soon.
Oaths of office will be administered at the January Meeting.
2. Legal Report - Heidi Ellerd, Legal Counsel
 - a. Updates – Records Requests – Nothing new to add.
 - b. Will prepare the Richmond Trust Resolution and resolution moving two meeting dates for 2024 to present at January 2024 meeting.
3. Administrative Report, Salem Thompson, Board Coordinator

- a. Records project update – Debbie and Salem have completed the Document Locator/Columbia Soft configuration phase. We are now populating documents into the system and troubleshooting any issues with their support team.
- b. The WA Archives Grant work is making progress. We will receive monthly updates until the scanning work is completed. Once complete, the District will likely address its public records request and retention policies to reflect the Archives role in record availability.

III. DISTRICT BUSINESS:

B. Committee Reports/Recommendations-

- 1. Finance Committee – Steve Blodgett, Finance Chair / Nathan Burt
 - a. Acceptance of October financial statements – Overview by Erica Davis

IT WAS MOVED AND SECONDED TO APPROVE THE OCTOBER 2023 FINANCIAL STATEMENTS, AS PRESENTED NO DISCUSSION. MOTION CARRIED.

Approval of payments and disbursements – A general overview with no questions.

IT WAS MOVED AND SECONDED TO APPROVE THE OCTOBER 2023 PAYMENTS AND DISBURSEMENTS, AS PRESENTED. NO DISCUSSION. MOTION CARRIED.

- b. Treasurer’s Report – Steve Blodgett – COMMISSIONER
 COMPENSATION: Please review activities and turn in before the end of the year, Salem will send out the updated form to those who need it.
- 2. Governance Committee Updates – Mark Brault
 - a. Mark states there is not enough business to conduct a regular December meeting and asks for input from the commissioners. It was agreed to not meet in December.

IT WAS MOVED AND SECONDED TO CANCEL THE DECEMBER 2023 REGULAR MEETING DUE TO LACK OF BUSINESS TO CONDUCT. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.

- 3. Planning Committee – Wanda Briggs General update- No meeting this month. Wanda mentions the work this year done for the good of ADS and Grace Clinic. Wanda provided information on the Kennewick Police Department Foundation as a potential for the District to provide support. She brings forth a suggestion of a one-time donation of \$2000.00. Further discussion is required. Information will be provided to Heidi’s office to prepare an Agreement if the board elects to provide funds to the foundation.
- 4. Adult Day Services – Rick Reil/Steve Blodgett General update– The census is up, and financials are as expected. It was noted that the ADS budget needs to be approved, that will likely take place at January’s meeting. ADS staff is

working on end of year adjustments in preparation for the upcoming audit. Steve and Rick will participate in the budget process with the executive director.

C. Executive Session- None

IV. COMMISSIONER COMMENTS

A. Upcoming items – NONE

V. MEETINGS/EVENTS/EDUCATION:

Next Regularly Scheduled Board Meeting – Thursday, January 25, 2024 @ 5:00p.m.

Close of Meeting – 6:16 PM

Financials

Management Reports

Kennewick Public Hospital District

For the period ended November 30, 2023

Prepared by

Epic Tax Solutions a Subsidiary of Epic Trust Financial Group

Prepared on

December 5, 2023

Table of Contents

Statement of Activity With Year to Date4

Statement of Financial Position6

Statement of Cash Flows - Last Month8

Check Detail.....9

These financial statements have not been subjected to an audit or review or compilation engagement, and no assurance is provided on them. Additionally, management has chosen to omit formal notes to these interim monthly financial statements. However, district leadership have provided explanations on select accounts below.

Financial Statement Explanation of Terms

The District's Financial documents use bookkeeping and accounting terms and phrases that have the following meanings:

Account 200 Community Care Agreement under the "Cost of Goods Sold" Section—This section represents the accounting software category designated for payments required by the Community Care Agreement to RCCH Trios to provide healthcare services which include charity care, reimbursements and on-going hospital operations.

Account 1020 Health Initiative Fund—Funds held to pursue the acquisition of a Recovery Center facility as well as to pursue other unmet healthcare needs in the District. These funds originated from the sale of Lifepoint's interest in the Tri-City Cancer Center. Lifepoint donated the proceeds of the sale to the District. Lifepoint Health, Inc. owns and operates Trios Hospital.

Account 1040 Worker's Compensation Account—This is a pass-through account with funds received from Trios RCCH to benefit pre-petition employees who are receiving workman's compensation benefits. It is beyond the requirements of the Community Care Agreement and provided by Trios RCCH to benefit prior and continuing employees.

Account 1055 Local Government Investment Pool Account -The Local Government Investment Pool (LGIP) is a voluntary investment vehicle operated by the State Treasurer. Over 530 local governments have participated in the pool since it was started in 1986 to provide safe, liquid, and competitive investment options for local government pursuant to RCW 43.250. The LGIP lets local governments use the State Treasurer's resources to safely invest their funds while enjoying the economies of scale available from a \$15-26 billion pooled fund investment portfolio. LGIP's investment objectives are, in priority order: 1) safety of principal, 2) maintaining adequate liquidity to meet cash flows, and 3) providing a competitive interest rate relative to other comparable investment alternatives. LGIP offers 100% li <https://www.tre.wa.gov/wp-content/uploads/LGIP-Investment-Policy-December-2018-1.pdf>quidity to its participants and as such is classified as a 'Cash Equivalent' on the District's balance sheet. LGIP investment guidelines are spelled out in the LGIP Investment Policy found at <https://www.tre.wa.gov/wp-content/uploads/LGIP-Investment-Policy-December-2018-1.pdf>.

Account 2001 Richmond Trust Account—This is a Legacy Trust with an income interest donated to the District by Mrs. Richmond. Baker Boyer Bank acts as the trustee.

Account 2100 Adult Day Services Loan Account—The District borrowed funds from ADS in mid-2019 to satisfy a long-term debt owed to the Kennewick Liquidation Trust. Principal and interest payments are made quarterly on a 10 year amortization schedule. The amortization schedule was shortened in October 2022 following a large, additional principal payment of \$120,000. The loan is now expected to be paid off in October, 2025.

Statement of Activity With Year to Date

November 2023

	Nov 2023	Jan - Nov, 2023 (YTD)	Total
REVENUE			
100 Property Tax Revenue	162,424.70		1,607,973.81
110 Grant Income			5,000.00
Total Revenue	162,424.70		1,612,973.81
COST OF GOODS SOLD			
200 Community Care Agreement	129,939.76		1,286,378.99
Total Cost of Goods Sold	129,939.76		1,286,378.99
GROSS PROFIT	32,484.94		326,594.82
EXPENDITURES			
303 Scholarship Contributions			8,200.00
305 Bank Fees	368.61		4,438.37
315 Commissioner Mtg Stipend	2,560.00		25,725.00
320 Facilities Expense			
323 Utilities	55.00		505.00
Total 320 Facilities Expense	55.00		505.00
326 Insurance	51.70		13,382.39
330 Legal and Professional			
331 Attorney Fees	1,274.15		8,591.64
332 Accounting	1,730.00		17,392.00
333 Audit Expense			21,177.80
335 Administrative Support	2,500.00		27,500.00
336 Other Professional Fees	965.07		9,372.33
Total 330 Legal and Professional	6,469.22		84,033.77
340 Office Expenses	290.75		6,771.06
342 Public Records Request	1,915.00		10,740.00
343 Records Management	1,887.50		21,828.06
360 Superintendent Compensation	3,300.00		36,300.00
400 Travel			637.60
VOID			0.00
Total Expenditures	16,897.78		212,561.25
NET OPERATING REVENUE	15,587.16		114,033.57
OTHER REVENUE			
900 Richmond Trust Income			41,733.55
950 Worker's Comp Reimbursements	5,410.14		69,159.74
960 Interest and Dividend Income	6,121.87		43,158.91
Total Other Revenue	11,532.01		154,052.20
OTHER EXPENDITURES			
800 Workers Comp Claims Paid	3,849.22		67,943.59

		Total
	Nov 2023	Jan - Nov, 2023 (YTD)
810 Interest Expense		5,962.04
Total Other Expenditures	3,849.22	73,905.63
NET OTHER REVENUE	7,682.79	80,146.57
NET REVENUE	\$23,269.95	\$194,180.14

Statement of Financial Position

As of November 30, 2023

	Total
ASSETS	
Current Assets	
Bank Accounts	
1010 US Bank Checking 4037	109,253.94
1020 Health Initiative Reserves 2765	2,000.00
1030 US Bank 6221	100.00
1040 Key Bank Worker's Comp	10,218.86
1050 Cash Equivalents	
1055 Local Government Investment Pool	1,478,218.25
Total 1050 Cash Equivalents	1,478,218.25
Total Bank Accounts	1,599,791.05
Other Current Assets	
1105 Tax Receivable	705.00
Total Other Current Assets	705.00
Total Current Assets	1,600,496.05
Other Assets	
2001 Richmond Trust (Restricted)	569,724.75
Total Other Assets	569,724.75
TOTAL ASSETS	\$2,170,220.80
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2020 Accounts Payable	524,514.68
2021 AP - ADS	3,240.00
Total Accounts Payable	527,754.68
Credit Cards	
2024 U.S. Bank CC (4195)	345.75
Total Credit Cards	345.75
Total Current Liabilities	528,100.43
Long-Term Liabilities	
2100 Loan from ADS	72,245.79
Total Long-Term Liabilities	72,245.79
Total Liabilities	600,346.22
Equity	
3200 Net Position	464,969.69
3210 Restricted - Expendable	341,000.00
3220 Restricted - Expendable Richmond Trust	569,724.75
Net Revenue	194,180.14

	Total
Total Equity	1,569,874.58
TOTAL LIABILITIES AND EQUITY	\$2,170,220.80

Statement of Cash Flows - Last Month

November 2023

	Total
OPERATING ACTIVITIES	
Net Revenue	23,269.95
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
2020 Accounts Payable	130,409.64
2024 U.S. Bank CC (4195)	-1,204.62
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	129,205.02
Net cash provided by operating activities	152,474.97
NET CASH INCREASE FOR PERIOD	152,474.97
Cash at beginning of period	1,447,316.08
CASH AT END OF PERIOD	\$1,599,791.05

Check Detail

November 2023

Date	Transaction Type	Num Name	Memo/Description	Clr	Amount
1010 US Bank Checking 4037					
11/01/2023	Bill Payment (Check)	1694 ColumbiaSoft Corporation		R	-307.50
					-307.50
11/01/2023	Expenditure	Local Government Investment Pool	Internal Wire Transfer Debit(s)	R	-442,275.00
			Internal Wire Transfer Debit(s)		442,275.00
11/01/2023	Expenditure	U.S.Bank CC (4195)	ACH Debit(s)	R	-1,550.37
			ACH Debit(s)		-1,550.37
11/06/2023	Expenditure	Mutual of Enumclaw	ACH Debit(s)	R	-51.70
			ACH Debit(s)		51.70
11/08/2023	Expenditure	Advantage IT	ACH Debit(s)	R	-965.07
			ACH Debit(s)		965.07
11/09/2023	Expenditure	EFT Payments (See Detailed List)	ACH Debit(s)	R	-9,735.00

Date	Transaction Type	Num Name	Memo/Description	Clr	Amount
			S.Blodgett, M.Kinney, G.Long, R. Reil		2,560.00
			S. Snowdy		2,500.00
			L.Kerr		3,300.00
			D.Clark		1,375.00
11/14/2023	Expenditure	US Bank	Miscellaneous Fee(s)	R	-73.18
			Miscellaneous Fee(s)		73.18
11/15/2023	Bill Payment (Check)	1695 Ellerd, Hultgrenn & Dahlhauser, LLP		R	-2,155.52
					-2,155.52
11/15/2023	Bill Payment (Check)	1696 ColumbiaSoft Corporation		R	-768.75
					-768.75
11/16/2023	Expenditure	Epic Tax Solutions	ACH Debit(s)	R	-1,730.00
			ACH Debit(s)		1,730.00
11/20/2023	Expenditure	Local Government Investment Pool	Internal Wire Transfer Debit(s)	R	-135,850.00

Date	Transaction Type	Num Name	Memo/Description	Clr	Amount
			Internal Wire Transfer Debit(s)		135,850.00
1040 Key Bank Worker's Comp					
11/30/2023	Expenditure	Workers Comp		R	-3,849.22
					3,849.22
11/30/2023	Expenditure	KeyBank		R	-295.43
					295.43

Contractor Payment Register Report

Kennewick Public Hospital District



Pay Period From 10/01/2023 to 10/31/2023, Pay Date: 11/10/2023, Payment # 15

#	Contractor Name	Compensation	Federal Tax	YTD	State Tax	YTD	Reimbursement	Deductions	Net pay	Check #
1	Steve Blodgett	768.00	0.00	0.00	0.00	0.00	0.00	0.00	768.00	
2	Wanda Briggs	256.00	0.00	0.00	0.00	0.00		0.00	256.00	
11	Debra L Clark	1,375.00	0.00	0.00	0.00	0.00		0.00	1,375.00	
3	Leland Kerr	3,300.00	0.00	0.00	0.00	0.00		0.00	3,300.00	
4	Marv Kinney	384.00	0.00	0.00	0.00	0.00		0.00	384.00	
5	Gary Long	640.00	0.00	0.00	0.00	0.00		0.00	640.00	
7	Rick Reil	512.00	0.00	0.00	0.00	0.00		0.00	512.00	
8	Salem Snowdy	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	
Payment Totals :		9,735.00	0.00	0.00	0.00	0.00	0.00	0.00	9,735.00	

Management Reports

Kennewick Public Hospital District
For the period ended December 31, 2023

Prepared by

Epic Tax Solutions a Subsidiary of Epic Trust Financial Group

Prepared on

January 4, 2024

Table of Contents

Statement of Activity With Year to Date4

Statement of Financial Position6

Statement of Cash Flows - Last Month8

Check Detail.....9

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Statement of Activity With Year to Date

December 2023

	Dec 2023	Jan - Dec 2023 (YTD)	Total
REVENUE			
100 Property Tax Revenue	7,570.73		1,615,544.54
110 Grant Income			5,000.00
Total Revenue	7,570.73		1,620,544.54
COST OF GOODS SOLD			
200 Community Care Agreement	6,056.34		1,292,435.33
Total Cost of Goods Sold	6,056.34		1,292,435.33
GROSS PROFIT	1,514.39		328,109.21
EXPENDITURES			
303 Scholarship Contributions			8,200.00
305 Bank Fees	418.09		4,856.46
315 Commissioner Mtg Stipend	2,304.00		28,029.00
320 Facilities Expense			
323 Utilities	55.00		560.00
Total 320 Facilities Expense	55.00		560.00
326 Insurance	51.70		13,434.09
330 Legal and Professional			
331 Attorney Fees	1,274.15		8,591.64
332 Accounting	1,730.00		19,122.00
333 Audit Expense			21,177.80
335 Administrative Support	2,500.00		30,000.00
336 Other Professional Fees	965.07		10,337.40
Total 330 Legal and Professional	6,469.22		89,228.84
340 Office Expenses	270.64		7,041.70
342 Public Records Request	1,915.00		10,740.00
343 Records Management	925.00		22,753.06
360 Superintendent Compensation	3,300.00		39,600.00
400 Travel			637.60
VOID			0.00
Total Expenditures	15,708.65		225,080.75
NET OPERATING REVENUE	-14,194.26		103,028.46
OTHER REVENUE			
900 Richmond Trust Income	155.70		41,889.25
950 Worker's Comp Reimbursements	5,788.89		74,948.63
960 Interest and Dividend Income	6,825.20		49,984.11
Total Other Revenue	12,769.79		166,821.99
OTHER EXPENDITURES			
800 Workers Comp Claims Paid	7,865.86		75,809.45

		Total
	Dec 2023	Jan - Dec 2023 (YTD)
810 Interest Expense		5,962.04
Total Other Expenditures	7,865.86	81,771.49
NET OTHER REVENUE	4,903.93	85,050.50
NET REVENUE	\$ -9,290.33	\$188,078.96

Statement of Financial Position

As of December 31, 2023

	Total
ASSETS	
Current Assets	
Bank Accounts	
1010 US Bank Checking 4037	98,472.02
1020 Health Initiative Reserves 2765	2,000.00
1030 US Bank 6221	100.00
1040 Key Bank Worker's Comp	7,847.60
1050 Cash Equivalents	
1055 Local Government Investment Pool	1,485,034.61
Total 1050 Cash Equivalents	1,485,034.61
Total Bank Accounts	1,593,454.23
Other Current Assets	
1105 Tax Receivable	705.00
Total Other Current Assets	705.00
Total Current Assets	1,594,159.23
Other Assets	
2001 Richmond Trust (Restricted)	569,724.75
Total Other Assets	569,724.75
TOTAL ASSETS	\$2,163,883.98
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2020 Accounts Payable	524,299.15
2021 AP - ADS	3,240.00
Total Accounts Payable	527,539.15
Credit Cards	
2024 U.S. Bank CC (4195)	325.64
Total Credit Cards	325.64
Total Current Liabilities	527,864.79
Long-Term Liabilities	
2100 Loan from ADS	72,245.79
Total Long-Term Liabilities	72,245.79
Total Liabilities	600,110.58
Equity	
3200 Net Position	464,969.69
3210 Restricted - Expendable	341,000.00
3220 Restricted - Expendable Richmond Trust	569,724.75
Net Revenue	188,078.96

	Total
Total Equity	1,563,773.40
TOTAL LIABILITIES AND EQUITY	\$2,163,883.98

Statement of Cash Flows - Last Month

December 2023

	Total
OPERATING ACTIVITIES	
Net Revenue	-9,290.33
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
2020 Accounts Payable	2,973.62
2024 U.S. Bank CC (4195)	-20.11
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	2,953.51
Net cash provided by operating activities	-6,336.82
NET CASH INCREASE FOR PERIOD	-6,336.82
Cash at beginning of period	1,599,791.05
CASH AT END OF PERIOD	\$1,593,454.23

Check Detail

December 2023

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
1010 US Bank Checking 4037						
12/04/2023	Bill Payment (Check)	1697	ColumbiaSoft Corporation		R	-1,435.00
						-1,435.00
12/04/2023	Bill Payment (Check)	1698	Ellerd, Hultgrenn & Dahlhauser, LLP		R	-1,647.72
						-1,647.72
12/04/2023	Expenditure		U.S.Bank CC (4195)	ACH Debit(s)	R	-345.75
				ACH Debit(s)		-345.75
12/04/2023	Expenditure		Mutual of Enumclaw	ACH Debit(s)	R	-51.70
				ACH Debit(s)		51.70
12/07/2023	Expenditure		Advantage IT	ACH Debit(s)	R	-965.07
				ACH Debit(s)		965.07
12/07/2023	Expenditure		EFT Payments (See Detailed List)	ACH Debit(s)	R	-8,773.00
				Brault, Blodgett, Kinney, Long and Reil		2,048.00
				S. Snowdy		2,500.00
				L. Kerr		3,300.00
				D. Clark		925.00
12/14/2023	Expenditure		US Bank	Miscellaneous Fee(s)	R	-123.80
				Miscellaneous Fee(s)		123.80

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
12/18/2023	Expenditure		Epic Tax Solutions	ACH Debit(s)	R	-1,730.00
				ACH Debit(s)		1,730.00
12/21/2023	Bill Payment (Check)	1699	Ellerd, Hultgrenn & Dahlhauser, LLP			-3,189.15
						-3,189.15
12/22/2023	Expenditure		EFT Payments (See Detailed List)	W. Briggs	R	-256.00
				W. Briggs		256.00
1040 Key Bank Worker's Comp						
12/30/2023	Expenditure		Workers Comp		R	-7,865.86
						7,865.86
12/30/2023	Expenditure		KeyBank		R	-294.29
						294.29

Contractor Payment Register Report

Kennewick Public Hospital District



Pay Period From 11/01/2023 to 11/30/2023, Pay Date: 12/08/2023, Payment # 16

#	Contractor Name	Compensation	Federal Tax	YTD	State Tax	YTD	Reimbursement	Deductions	Net pay	Check #
1	Steve Blodgett	512.00	0.00	0.00	0.00	0.00	0.00	0.00	512.00	
9	Mark C Brault	640.00	0.00	0.00	0.00	0.00	0.00	0.00	640.00	
11	Debra L Clark	925.00	0.00	0.00	0.00	0.00		0.00	925.00	
3	Leland Kerr	3,300.00	0.00	0.00	0.00	0.00		0.00	3,300.00	
4	Marv Kinney	384.00	0.00	0.00	0.00	0.00		0.00	384.00	
5	Gary Long	256.00	0.00	0.00	0.00	0.00		0.00	256.00	
7	Rick Reil	256.00	0.00	0.00	0.00	0.00		0.00	256.00	
8	Salem Snowdy	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	
Payment Totals :		8,773.00	0.00	0.00	0.00	0.00	0.00	0.00	8,773.00	

Contractor Payment Register Report

Kennewick Public Hospital District



Pay Period From 11/01/2023 to 11/30/2023, Pay Date: 12/26/2023, Payment # 17

#	Contractor Name	Compensation	Federal Tax	YTD	State Tax	YTD	Reimbursement	Deductions	Net pay	Check #
2	Wanda Briggs	256.00	0.00	0.00	0.00	0.00		0.00	256.00	
Payment Totals :		256.00	0.00	0.00	0.00	0.00	0.00	0.00	256.00	

Policies / Resolutions

**KENNEWICK PUBLIC HOSPITAL DISTRICT
BENTON COUNTY, WASHINGTON
RESOLUTION NO. 2024-1**

**A Resolution changing the date of two regular meetings of the Board of
Commissioners**

WHEREAS, the Kennewick Public Hospital District Board of Commissioners have set their calendar of regularly scheduled meetings by Resolution 2022-10 to be the last Thursday of every month at 5 p.m.; and

WHEREAS, the Kennewick Public Hospital District Board of Commissioners find it desirable to alter the meeting date of two regular meetings as set forth below;

NOW, THEREFORE BE IT RESOLVED that the regular meetings set forth below are hereby changed as follows:

- Thursday, November 28, 2024, meeting will be moved to Thursday, November 21, 2024. The meeting will begin at 5 p.m. at the Trios Care Center at deBit, 320 W. 10th Avenue, Kennewick, WA 99336.
- Thursday, December 26, 2024, meeting will be moved to Thursday, December 19, 2024. The meeting will begin at 5 p.m. at the Trios Care Center at deBit, 320 W. 10th Avenue, Kennewick, WA 99336.

All other regular meetings for the year 2024, except as expressly set forth above, shall be held pursuant to Resolution 2022-10.

ADOPTED AND APPROVED by the Commissioners of Kennewick Public Hospital District, Benton County, Washington, at a regular public meeting thereof this 25th day of January, 2024, the following Commissioners being present and voting:

**KENNEWICK PUBLIC HOSPITAL DISTRICT
BENTON COUNTY, WASHINGTON**

Mark Brault, President & Commissioner

Steve Blodgett, Secretary, Treasurer & Commissioner

Marv Kinney, Vice President & Commissioner

Richard L. Reil, Commissioner

Wanda L. Briggs, Commissioner

Sheila Dunlop, Commissioner

Gary Long, Commissioner

**KENNEWICK PUBLIC HOSPITAL DISTRICT
BENTON COUNTY, WASHINGTON
RESOLUTION NO. 2024-2**

**A Resolution relating to expenditures of income from the
Paul G. and Mabel Richmond Endowment Fund**

WHEREAS, the Kennewick Public Hospital District was named as income beneficiary from the Paul G. and Mabel Richmond Endowment Fund; and

WHEREAS, the Kennewick Public Hospital District Board of Commissioners find it desirable to account for how the funds received from the Paul G. and Mabel Richmond Endowment Fund were used in 2023;

NOW, THEREFORE BE IT RESOLVED that the funds received in 2023 from the Paul G. and Mabel Richmond Endowment Fund were used to help fund scholarships for nursing students at Columbia Basin College and Washington State University Tri-Cities for residents of Kennewick Public Hospital District;

ADOPTED AND APPROVED by the Commissioners of Kennewick Public Hospital District, Benton County, Washington, at a regular public meeting thereof this 25 th day of January, 2024 the following Commissioners being present and voting:

**KENNEWICK PUBLIC HOSPITAL
DISTRICT BENTON COUNTY,
WASHINGTON**

Mark Brault, President & Commissioner

Steve Blodgett, Secretary, Treasurer &
Commissioner

Marv Kinney, Vice President & Commissioner

Richard L. Reil, Commissioner

Wanda L. Briggs, Commissioner

Sheila Dunlop, Commissioner

Gary Long, Commissioner

**KENNEWICK PUBLIC HOSPITAL DISTRICT
BENTON COUNTY, WA
RESOLUTION 2024—3**

A Resolution Designating The Reserve Fund As Surety For Self-Insurance Program

Whereas, the Kennewick Public Hospital District No. 1 (hereinafter “District”) has since 2012 operated as a Self-Insured entity administered by a Third-Party Administrator, Eberle Vivian, and

Whereas, since 2018 the District has had no employees subject to State Labor & Industry’s benefits; however, the District has a continuing obligation to provide a surety pursuant to WAC 296-15 to ensure funds are available for the diminishing remaining claimants, and

Whereas WAC 296-15 requires that a surety bond or a designated reserve fund be maintained in an amount equal to one hundred and twenty percent of the expected claims for the coming year, and

Whereas the expected claims for 2024 are less than \$60,000 requiring a reserve amount of \$75,000.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF KENNEWICK PUBLIC HOSPITAL DISTRICT NO. 1 THAT:

In lieu of securing a surety bond, a designated reserve fund will be used as surety for the Self-Insurance Certification for the District;

A portion of the Healthcare Initiative Fund will be the designated reserve fund which is held in the Local Government Investment Fund Account ending in x2171;

In no event shall the balance of the Healthcare Initiative Fund fall below the sum of \$75,000 for the year 2024 and will not fall below one hundred and twenty percent of the expected claims for each year that the obligation exists.

ADOPTED AND APPROVED by the Commissioners of Kennewick Public Hospital District No. 1, Benton County, Washington, at a regular meeting on the 25th day of January 2024

**KENNEWICK PUBLIC
HOSPITAL DISTRICT
BENTON COUNTY, WA**

Mark Brault, President & Commissioner

Steve Blodgett, Treasurer & Commissioner

Marv Kinney, Vice President & Commissioner

Richard Reil, Commissioner

**KENNEWICK PUBLIC HOSPITAL DISTRICT
BENTON COUNTY, WA
RESOLUTION 2024—3**

A Resolution Designating The Reserve Fund As Surety For Self-Insurance Program

Wanda Briggs, Commissioner

Sheila Dunlop, Commissioner

Gary Long, Commissioner