



WHIDBEY ISLAND PUBLIC HOSPITAL DISTRICT COMMISSIONER PUBLIC CANDIDATE NOMINATIONS AND INFORMATION PACKET

Any registered voter and resident of Whidbey Island interested in putting forth a candidate nomination for appointment to the hospital district Board of Commissioners must do so by providing a written letter of recommendation/interest and a professional resume.

Nominating parties – please submit to WhidbeyHealth’s Administrative Chief of Staff, John Gleason. Upon receipt, the administrative chief of staff will aggregate applicant information and present to the Board of Commissioners for appointment consideration.

Submit to: John Gleason; gleasj@whidbeyhealth.org

Subject: Board of Commissioner nomination

NOMINATION DEADLINE: June 13 at 5:00PM

Additional details are provided within this packet.

The Whidbey Island Public Hospital District’s Board of Commissioners bring a passion for quality and a wealth of experience in medicine, business, and hospital administration to their leadership role at WhidbeyHealth. Their vision, focus, and commitment help fuel the delivery of exceptional care to all Whidbey Island residents.

The Board of Commissioners is responsible for the strategic direction and financial oversight of the district, including WhidbeyHealth Medical Center, its clinics, and various physician practices. Commissioners are elected for six-year terms. They act as liaisons between the hospital and the community.

The Board of Commissioners has five (5) seats, representing the population of Whidbey Island. Board members are considered “at large” so they are most accessible to the community and do not represent any specific geographic location. Board of Commissioner candidates can reside anywhere on Whidbey Island (within the hospital district).



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RCW 70.44

PUBLIC HOSPITAL DISTRICTS

It is highly recommended that all interested candidates for the Board of Commissioners seat review Washington State Legislature (RCW) Title 70, Chapter 70.44 "PUBLIC HOSPITAL DISTRICTS." Chapter 70.44 of the Revised Code of Washington authorizes the establishment of public hospital districts to own and operate hospitals and other health care facilities and to provide hospital services and other health care services for the residents of such districts and other persons.

This section herein details the specifics of Commissioner compensation and expenses, insurance, resolutions by majority vote, officers, and rules (RCW 70.44.050). Following is a supplementary document from the Washington State Register (WSR) that provides additional information regarding compensation adjustments to RCW 70.44.050 from the Office of Financial Management.



RCW 70.44.050 Commissioners—Compensation and expenses—Insurance—Resolutions by majority vote—Officers—Rules. Each commissioner shall receive ninety dollars for each day or portion thereof spent in actual attendance at official meetings of the district commission, or in performance of other official services or duties on behalf of the district, to include meetings of the commission of his or her own district, or meetings attended by one or more commissioners of two or more districts called to consider business common to them, except that the total compensation paid to such commissioner during any one year shall not exceed eight thousand six hundred forty dollars. The commissioners may not be compensated for services performed of a ministerial or professional nature.

Any commissioner may waive all or any portion of his or her compensation payable under this section as to any month or months during his or her term of office, by a written waiver filed with the district as provided in this section. The waiver, to be effective, must be filed any time after the commissioner's election and prior to the date on which the compensation would otherwise be paid. The waiver shall specify the month or period of months for which it is made.

Any district providing group insurance for its employees, covering them, their immediate family, and dependents, may provide insurance for its commissioners with the same coverage. Each commissioner shall be reimbursed for reasonable expenses actually incurred in connection with such business and meetings, including his or her subsistence and lodging and travel while away from his or her place of residence. No resolution shall be adopted without a majority vote of the whole commission. The commission shall organize by election of its own members of a president and secretary, shall by resolution adopt rules governing the transaction of its business and shall adopt an official seal. All proceedings of the commission shall be by motion or resolution recorded in a book or books kept for such purpose, which shall be public records.

The dollar thresholds established in this section must be adjusted for inflation by the office of financial management every five years, beginning January 1, 2024, based upon changes in the consumer price index during that time period. "Consumer price index" means, for any calendar year, that year's annual average consumer price index, for Washington state, for wage earners and clerical workers, all items, compiled by the bureau of labor and statistics, United States department of labor. If the bureau of labor and statistics develops more than one consumer price index for areas within the state, the index covering the greatest number of people, covering areas exclusively within the boundaries of the state, and including all items shall be used for the adjustments for inflation in this section. The office of financial management must calculate the new dollar threshold and transmit it to the office of the code reviser for publication in the Washington State Register at least one month before the new dollar threshold is to take effect.

A person holding office as commissioner for two or more special purpose districts shall receive only that per diem compensation authorized for one of his or her commissioner positions as compensation for attending an official meeting or conducting official services or duties while representing more than one of his or her districts. However, such commissioner may receive additional per diem compensation if approved by resolution of all boards of the affected commissions. [2020 c 83 § 7; 2008 c 31 § 2; 2007 c 469 § 7; 1998 c

121 § 7; 1985 c 330 § 7; 1982 c 84 § 14; 1975 c 42 § 1; 1965 c 157 § 1; 1945 c 264 § 15; Rem. Supp. 1945 § 6090-44.]

WSR 18-11-088
OFFICE OF
FINANCIAL MANAGEMENT
[Filed May 18, 2018, 12:02 p.m.]

Office of Financial Management

Notice of Metropolitan Park Commission Dollar Threshold Adjustment

Compensation limits for metropolitan park commissioners are set in statute. RCW [35.61.150](#) provides that payment of compensation for each commissioner may be at a rate up to ninety dollars (\$90) per day, with compensation for each commissioner not to exceed eight thousand six hundred and forty dollars (\$8,640) per year. RCW [35.61.150](#) also provides for the Office of Financial Management to adjust this dollar threshold for inflation every five years, beginning July 1, 2008. The adjustment is to be based upon changes in the consumer price index for "wage earners and clerical workers, all items" compiled by the Bureau of Labor and Statistics, U.S. Department of Labor during that five-year period. The new dollar threshold shall be transmitted to the Office of the Code Reviser for publication in the Washington State Register at least one month before the new threshold takes effect.

Over the five-year period from April 2013 to April 2018, the Consumer Price Index for Urban Wage Earners and Clerical Workers for the Seattle-Tacoma-Bellevue, WA area as reported by the Bureau of Labor Statistics, U.S. Department of Labor, increased by 12.35 percent.

In accordance with the requirements set forth above, the Office of Financial Management submits for publication the new dollar threshold. The new dollar threshold is one hundred and twenty eight dollars (\$128) per day with a new annual compensation limit of twelve thousand two hundred and eighty eight dollars (\$12,288). The new dollar threshold takes effect July 1, 2018.

If you have any questions or need further information, contact Bob Baker at bob.baker@ofm.wa.gov.

Office of Financial Management

Notice of Fire District Board Member Dollar Threshold Adjustment

Compensation limits for fire district board members are set in statute. RCW [52.14.010](#) provides that payment of compensation for each board member shall be at a rate of one hundred and four dollars (\$104) per day, with compensation for each board member not to exceed nine thousand nine hundred and eighty four dollars (\$9,984) per year. RCW [52.14.010](#) also provides for the Office of Financial Management to adjust this dollar threshold for inflation every five years, beginning July 1, 2008. The adjustment is to be based upon changes in the consumer price index for "wage earners and clerical workers, all items" compiled by the Bureau of Labor and Statistics, U.S. Department of Labor during that five-year period. The new dollar threshold shall be transmitted to the Office of the Code Reviser for publication in the Washington State Register at least one month before the new threshold takes effect.

Over the five-year period from April 2013 to April 2018, the Consumer Price Index for Urban Wage Earners and Clerical Workers for the Seattle-

Tacoma-Bellevue, WA area as reported by the Bureau of Labor Statistics, U.S. Department of Labor, increased by 12.35 percent.

In accordance with the requirements set forth above, the Office of Financial Management submits for publication the new dollar threshold. The new dollar threshold is one hundred and twenty eight dollars (\$128) per day with a new annual compensation limit of twelve thousand two hundred and eighty eight dollars (\$12,288). The new dollar threshold takes effect July 1, 2018.

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Office of Financial Management

Notice of Port District Commission Dollar Threshold Adjustment

Compensation limits for port district commissioners are set in statute. RCW [53.12.260](#) provides that payment of per diem compensation for each commissioner may be at a rate of ninety dollars (\$90) per day, with per diem compensation for each commissioner not to exceed eight thousand six hundred and forty dollars (\$8,640) per year or ten thousand eight hundred dollars (\$10,800) per year for districts with a gross operating income of twenty-five million or more in the preceding calendar year. Commissioners also receive a salary of five hundred dollars (\$500) per month for districts with a gross operating income of twenty-five million or more in the preceding calendar year or two hundred dollars (\$200) per month for districts with a gross operating income of from one million to less than twenty-five million in the preceding calendar year. RCW [53.12.260](#) also provides for the Office of Financial Management to adjust the dollar thresholds for per diem compensation and salaries for inflation every five years, beginning July 1, 2008. The adjustment is to be based upon changes in the consumer price index for "wage earners and clerical workers, all items" compiled by the Bureau of Labor and Statistics, U.S. Department of Labor during that five-year period. The new dollar threshold shall be transmitted to the Office of the Code Reviser for publication in the Washington State Register at least one month before the new threshold takes effect.

Over the five-year period from April 2013 to April 2018, the Consumer Price Index for Urban Wage Earners and Clerical Workers for the Seattle-Tacoma-Bellevue, WA area as reported by the Bureau of Labor Statistics, U.S. Department of Labor, increased by 12.35 percent.

In accordance with the requirements set forth above, the Office of Financial Management submits for publication the new dollar thresholds for per diem compensation and salaries. The new dollar threshold is one hundred and twenty eight dollars (\$128) per day with a new annual compensation limit of twelve thousand two hundred and eighty eight dollars (\$12,288) or fifteen thousand three hundred and sixty dollars (\$15,360) per year for districts with a gross operating income of twenty-five million or more in the preceding calendar year. The new monthly salary is seven hundred and thirteen dollars (\$713) for districts with a gross operating income of twenty-five million or more in the preceding calendar year or two hundred and eighty five dollars (\$285) for districts with a gross operating income of from one million to less than twenty-five million in the preceding calendar year. The new dollar thresholds take effect July 1, 2018.

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Office of Financial Management

Notice of Public Utility District Commission Dollar Threshold Adjustment

Compensation limits for public utility district commissioners are set in statute. RCW [54.12.080](#) provides that payment of per diem compensation for each commissioner may be at a rate not exceeding ninety dollars (\$90) per day, with per diem compensation for each commissioner not to exceed twelve thousand six hundred dollars (\$12,600) per year. Commissioners also receive a salary of one thousand eighty [eight] hundred dollars (\$1,800) per month for districts with a gross revenue of over fifteen million in the preceding fiscal year or one thousand three hundred dollars (\$1,300) per month for districts with a gross revenue of from two million to fifteen million in the preceding fiscal year or six hundred dollars (\$600) per month for other districts. RCW [54.12.080](#) also provides for the Office of Financial Management to adjust the dollar thresholds for per diem compensation and salaries for inflation every five years, beginning July 1, 2008. The adjustment is to be based upon changes in the consumer price index for "wage earners and clerical workers, all items" compiled by the Bureau of Labor and Statistics, U.S. Department of Labor during that five-year period. The new dollar threshold shall be transmitted to the Office of the Code Reviser for publication in the Washington State Register at least one month before the new threshold takes effect.

Over the five-year period from April 2013 to April 2018, the Consumer Price Index for Urban Wage Earners and Clerical Workers for the Seattle-Tacoma-Bellevue, WA area as reported by the Bureau of Labor Statistics, U.S. Department of Labor, increased by 12.35 percent.

In accordance with the requirements set forth above, the Office of Financial Management submits for publication the new dollar thresholds for per diem compensation and salaries. The new dollar threshold is one hundred and twenty eight dollars (\$128) per day with a new annual per diem compensation limit of seventeen thousand nine hundred and twenty dollars (\$17,920). The new monthly salary is two thousand five hundred and sixty seven dollars (\$2,567) per month for districts with a gross revenue of over fifteen million in the preceding fiscal year or one thousand eight hundred and fifty four dollars (\$1,854) per month for districts with a gross revenue of from two million to fifteen million in the preceding fiscal year or eight hundred and fifty six dollars (\$856) per month for other districts. The new dollar thresholds take effect July 1, 2018.

If you have any questions or need further information, contact Bob Baker at bob.baker@ofm.wa.gov.

Office of Financial Management

Notice of Water Sewer District Board Member Dollar Threshold Adjustment

Compensation limits for water sewer district board members are set in statute. RCW [57.12.010](#) provides that payment of compensation for each board member shall be at a rate of ninety dollars (\$90) per day, with compensation for each board member not to exceed eight thousand six hundred and forty dollars (\$8,640) per year. RCW [57.12.010](#) also provides for the Office of Financial Management to adjust this dollar threshold for inflation every five years, beginning July 1, 2008. The adjustment is to be based upon changes in the consumer price index for "wage earners and clerical workers, all items" compiled by the Bureau of Labor and Statistics, U.S. Department of Labor during that five-year period. The new

dollar threshold shall be transmitted to the Office of the Code Reviser for publication in the Washington State Register at least one month before the new threshold takes effect.

Over the five-year period from April 2013 to April 2018, the Consumer Price Index for Urban Wage Earners and Clerical Workers for the Seattle-Tacoma-Bellevue, WA area as reported by the Bureau of Labor Statistics, U.S. Department of Labor, increased by 12.35 percent.

In accordance with the requirements set forth above, the Office of Financial Management submits for publication the new dollar threshold. The new dollar threshold is one hundred and twenty eight dollars (\$128) per day with a new annual compensation limit of twelve thousand two hundred and eighty eight dollars (\$12,288). The new dollar threshold takes effect July 1, 2018.

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Office of Financial Management

Notice of Cemetery District Commission Dollar Threshold Adjustment

Compensation limits for cemetery district commissioners are set in statute. RCW [68.52.220](#) provides that payment of compensation for each commissioner may be at a rate up to ninety dollars (\$90) per day, with compensation for each commissioner not to exceed eight thousand six hundred and forty dollars (\$8,640) per year. RCW [68.52.220](#) also provides for the Office of Financial Management to adjust this dollar threshold for inflation every five years, beginning July 1, 2008. The adjustment is to be based upon changes in the consumer price index for "wage earners and clerical workers, all items" compiled by the Bureau of Labor and Statistics, U.S. Department of Labor during that five-year period. The new dollar threshold shall be transmitted to the Office of the Code Reviser for publication in the Washington State Register at least one month before the new threshold takes effect.

Over the five-year period from April 2013 to April 2018, the Consumer Price Index for Urban Wage Earners and Clerical Workers for the Seattle-Tacoma-Bellevue, WA area as reported by the Bureau of Labor Statistics, U.S. Department of Labor, increased by 12.35 percent.

In accordance with the requirements set forth above, the Office of Financial Management submits for publication the new dollar threshold. The new dollar threshold is one hundred and twenty eight dollars (\$128) per day with a new annual compensation limit of twelve thousand two hundred and eighty eight dollars (\$12,288). The new dollar threshold takes effect July 1, 2018.

If you have any questions or need further information, contact Bob Baker at bob.baker@ofm.wa.gov.

Office of Financial Management

Notice of Public Hospital District Commission Dollar Threshold Adjustment

Compensation limits for public hospital district commissioners are set in statute. RCW [70.44.050](#) provides that payment of compensation for each commissioner shall be at a rate of ninety dollars (\$90) per day, with compensation for each commissioner not to exceed eight thousand six hundred and forty dollars (\$8,640) per year. RCW [70.44.050](#) also provides for the Office of Financial Management to adjust this dollar threshold for inflation every five years, beginning July 1, 2008. The adjustment is to be

based upon changes in the consumer price index for "wage earners and clerical workers, all items" compiled by the Bureau of Labor and Statistics, U.S. Department of Labor during that five-year period. The new dollar threshold shall be transmitted to the Office of the Code Reviser for publication in the Washington State Register at least one month before the new threshold takes effect.

Over the five-year period from April 2013 to April 2018, the Consumer Price Index for Urban Wage Earners and Clerical Workers for the Seattle-Tacoma-Bellevue, WA area as reported by the Bureau of Labor Statistics, U.S. Department of Labor, increased by 12.35 percent.

In accordance with the requirements set forth above, the Office of Financial Management submits for publication the new dollar threshold. The new dollar threshold is one hundred and twenty eight dollars (\$128) per day with a new annual compensation limit of twelve thousand two hundred and eighty eight dollars (\$12,288). The new dollar threshold takes effect July 1, 2018.

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Office of Financial Management

Notice of Board of Diking Commissioners Dollar Threshold Adjustment

Compensation limits for board of diking commissioners are set in statute. RCW [85.05.410](#) provides that payment of compensation for each commissioner may be at a rate up to ninety dollars (\$90) per day, with compensation for each commissioner not to exceed eight thousand six hundred and forty dollars (\$8,640) per year. RCW [85.05.410](#) also provides for the Office of Financial Management to adjust this dollar threshold for inflation every five years, beginning July 1, 2008. The adjustment is to be based upon changes in the consumer price index for "wage earners and clerical workers, all items" compiled by the Bureau of Labor and Statistics, U.S. Department of Labor during that five-year period. The new dollar threshold shall be transmitted to the Office of the Code Reviser for publication in the Washington State Register at least one month before the new threshold takes effect.

Over the five-year period from April 2013 to April 2018, the Consumer Price Index for Urban Wage Earners and Clerical Workers for the Seattle-Tacoma-Bellevue, WA area as reported by the Bureau of Labor Statistics, U.S. Department of Labor, increased by 12.35 percent.

In accordance with the requirements set forth above, the Office of Financial Management submits for publication the new dollar threshold. The new dollar threshold is one hundred and twenty eight dollars (\$128) per day with a new annual compensation limit of twelve thousand two hundred and eighty eight dollars (\$12,288). The new dollar threshold takes effect July 1, 2018.

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Office of Financial Management

Notice of Board of Drainage Dollar Threshold Adjustment

Compensation limits for board and members of the board of drainage commissioners are set in statute. RCW [85.06.380](#) provides that payment of compensation for each commissioner may be at a rate up to ninety dollars (\$90) per day, with compensation for each commissioner not to exceed eight

thousand six hundred and forty dollars (\$8,640) per year. RCW [85.06.380](#) also provides for the Office of Financial Management to adjust this dollar threshold for inflation every five years, beginning July 1, 2008. The adjustment is to be based upon changes in the consumer price index for "wage earners and clerical workers, all items" compiled by the Bureau of Labor and Statistics, U.S. Department of Labor during that five-year period. The new dollar threshold shall be transmitted to the Office of the Code Reviser for publication in the Washington State Register at least one month before the new threshold takes effect.

Over the five-year period from April 2013 to April 2018, the Consumer Price Index for Urban Wage Earners and Clerical Workers for the Seattle-Tacoma-Bellevue, WA area as reported by the Bureau of Labor Statistics, U.S. Department of Labor, increased by 12.35 percent.

In accordance with the requirements set forth above, the Office of Financial Management submits for publication the new dollar threshold. The new dollar threshold is one hundred and twenty eight dollars (\$128) per day with a new annual compensation limit of twelve thousand two hundred and eighty eight dollars (\$12,288). The new dollar threshold takes effect July 1, 2018.

If you have any questions or need further information, contact Bob Baker at bob.baker@ofm.wa.gov.

Office of Financial Management [Management]

Notice of Diking, Drainage and Sewerage Improvement District Dollar Threshold Adjustment

Compensation limits for the members of the board of supervisors in a diking, drainage and sewerage improvement district are set in statute. RCW [85.08.320](#) provides that payment of compensation for each member may be at a rate up to ninety dollars (\$90) per day, with compensation for each member not to exceed eight thousand six hundred and forty dollars (\$8,640) per year. RCW [85.08.320](#) also provides for the Office of Financial Management to adjust this dollar threshold for inflation every five years, beginning July 1, 2008. The adjustment is to be based upon changes in the consumer price index for "wage earners and clerical workers, all items" compiled by the Bureau of Labor and Statistics, U.S. Department of Labor during that five-year period. The new dollar threshold shall be transmitted to the Office of the Code Reviser for publication in the Washington State Register at least one month before the new threshold takes effect.

Over the five-year period from April 2013 to April 2018, the Consumer Price Index for Urban Wage Earners and Clerical Workers for the Seattle-Tacoma-Bellevue, WA area as reported by the Bureau of Labor Statistics, U.S. Department of Labor, increased by 12.35 percent.

In accordance with the requirements set forth above, the Office of Financial Management submits for publication the new dollar threshold. The new dollar threshold is one hundred and twenty eight dollars (\$128) per day with a new annual compensation limit of twelve thousand two hundred and eighty eight dollars (\$12,288). The new dollar threshold takes effect July 1, 2018.

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Office of Financial Management

Notice of Diking and Drainage Districts in Two or More Counties Commission Dollar Threshold Adjustment

Compensation limits for members of diking and drainage districts in two or more counties are set in statute. RCW [85.24.080](#) provides that payment of compensation for each member may be at a rate up to ninety dollars (\$90) per day, with compensation for each member not to exceed eight thousand six hundred and forty dollars (\$8,640) per year. RCW [85.24.080](#) also provides for the Office of Financial Management to adjust this dollar threshold for inflation every five years, beginning July 1, 2008. The adjustment is to be based upon changes in the consumer price index for "wage earners and clerical workers, all items" compiled by the Bureau of Labor and Statistics, U.S. Department of Labor during that five-year period. The new dollar threshold shall be transmitted to the Office of the Code Reviser for publication in the Washington State Register at least one month before the new threshold takes effect.

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Office of Financial Management

Notice of Flood Control District Board of Directors Dollar Threshold Adjustment

Compensation limits for flood control district board of directors are set in statute. RCW [86.09.283](#) provides that payment of compensation for each board member may be at a rate up to ninety dollars (\$90) per day, with compensation for each board member not to exceed eight thousand six hundred and forty dollars (\$8,640) per year. RCW [86.09.283](#) also provides for the Office of Financial Management to adjust this dollar threshold for inflation every five years, beginning July 1, 2008. The adjustment is to be based upon changes in the consumer price index for "wage earners and clerical workers, all items" compiled by the Bureau of Labor and Statistics, U.S. Department of Labor during that five-year period. The new dollar threshold shall be transmitted to the Office of the Code Reviser for publication in the Washington State Register at least one month before the new threshold takes effect.

Over the five-year period from April 2013 to April 2018, the Consumer Price Index for Urban Wage Earners and Clerical Workers for the Seattle-Tacoma-Bellevue, WA area as reported by the Bureau of Labor Statistics, U.S. Department of Labor, increased by 12.35 percent.

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Office of Financial Management

Notice of Flood Control District Supervisors Dollar Threshold Adjustment

Compensation limits for flood control district supervisors are set in statute. RCW [86.15.055](#) provides that payment of compensation for each board member may be at a rate up to one hundred and fourteen dollars (\$114) per day, with compensation for each board member not to exceed ten thousand nine hundred and forty four dollars (\$10,944) per year. RCW [86.15.055](#) also provides for the Office of Financial Management to adjust this dollar threshold for inflation every five years, beginning July 1, 2018. The adjustment is to be based upon changes in the consumer price index for "wage earners and clerical workers, all items" compiled by the Bureau of Labor and Statistics, U.S. Department of Labor during that five-year period. The new dollar threshold shall be transmitted to the Office of the Code Reviser for publication in the Washington State Register at least one month before the new threshold takes effect.

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Office of Financial Management

Notice of Irrigation District Board Dollar Threshold Adjustment

Compensation limits for irrigation district directors are set in statute. RCW [87.03.460](#) provides that payment of compensation for each director shall be at a rate of ninety dollars (\$90) per day, with compensation for each director not to exceed eight thousand six hundred and forty dollars (\$8,640) per year. RCW [87.03.460](#) also provides for the Office of Financial Management to adjust this dollar threshold for inflation every five years, beginning July 1, 2008. The adjustment is to be based upon changes in the consumer price index for "wage earners and clerical workers, all items" compiled by the Bureau of Labor and Statistics, U.S. Department of Labor during that five-year period. The new dollar threshold shall be transmitted to the Office of the Code Reviser for publication in the Washington State Register at least one month before the new threshold takes effect.

Over the five-year period from April 2013 to April 2018, the Consumer Price Index for Urban Wage Earners and Clerical Workers for the Seattle-Tacoma-Bellevue, WA area as reported by the Bureau of Labor Statistics, U.S. Department of Labor, increased by 12.35 percent.

In accordance with the requirements set forth above, the Office of Financial Management submits for publication the new dollar threshold. The new dollar threshold is one hundred and twenty eight dollars (\$128) per day

with a new annual compensation limit of twelve thousand two hundred and eighty eight dollars (\$12,288). The new dollar threshold takes effect July 1, 2018.

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Office of Financial Management

Notice of Public Transportation Benefit Authority Dollar Threshold Adjustment

Compensation limits for members of a public transportation benefit authority are set in statute. RCW [36.57A.050](#) provides that payment of compensation for each member may be at a rate up to forty four dollars (\$44) per day, except that the authority by resolution may increase the payment of per diem compensation to up to ninety dollars (\$90) per day. The compensation for each regular member may not exceed seventy five days per year, which equals three thousand three hundred dollars (\$3,300) at the per diem rate of forty four dollars (\$44) or six thousand seven hundred and fifty dollars (\$6,750) at the per diem rate of ninety dollars (\$90). The compensation for the chair may not exceed one hundred days per year, which equals four thousand four hundred dollars (\$4,400) at the per diem rate of forty four dollars (\$44) or nine thousand dollars (\$9,000) at the per diem rate of ninety dollars (\$90). RCW [36.57A.050](#) also provides for the Office of Financial Management to adjust the dollar thresholds for inflation every five years, beginning July 1, 2008. The adjustment is to be based upon changes in the consumer price index for "wage earners and clerical workers, all items" compiled by the Bureau of Labor and Statistics, U.S. Department of Labor during that five-year period. The new dollar threshold shall be transmitted to the Office of the Code Reviser for publication in the Washington State Register at least one month before the new threshold takes effect.

Over the five-year period from April 2013 to April 2018, the Consumer Price Index for Urban Wage Earners and Clerical Workers for the Seattle-Tacoma-Bellevue, WA area as reported by the Bureau of Labor Statistics, U.S. Department of Labor, increased by 12.35 percent.

In accordance with the requirements set forth above, the Office of Financial Management submits for publication the new dollar thresholds. The new dollar threshold for regular members is sixty three dollars (\$63) per day with a new annual compensation limit of four thousand seven hundred and twenty five dollars (\$4,725) or the authority, by resolution, may increase the payment of per diem to one hundred and twenty eight dollars (\$128) per day with a new annual compensation limit of nine thousand six hundred dollars (\$9,600). The new dollar threshold for the chair is sixty three dollars (\$63) per day with a new annual compensation limit of six thousand three hundred dollars (\$6,300) or the authority, by resolution, may increase the payment of per diem to one hundred and twenty eight dollars (\$128) per day with a new annual compensation limit of twelve thousand eight hundred dollars (\$12,800). The new dollar thresholds take effect July 1, 2018.

If you have any questions or need further information, contact Bob Baker at bob.baker@ofm.wa.gov.

Office of Financial Management

Notice of Special District Governing Body Dollar Threshold Adjustment

Compensation limits for special district governing body members are set in statute. RCW [85.38.075](#) provides that payment of compensation for each member may be at a rate up to ninety dollars (\$90) per day, with compensation for each member not to exceed eight thousand six hundred and forty dollars (\$8,640) per year. RCW [85.38.075](#) also provides for the Office of Financial Management to adjust this dollar threshold for inflation every five years, beginning July 1, 2008. The adjustment is to be based upon changes in the consumer price index for "wage earners and clerical workers, all items" compiled by the Bureau of Labor and Statistics, U.S. Department of Labor during that five-year period. The new dollar threshold shall be transmitted to the Office of the Code Reviser for publication in the Washington State Register at least one month before the new threshold takes effect.

Over the five-year period from April 2013 to April 2018, the Consumer Price Index for Urban Wage Earners and Clerical Workers for the Seattle-Tacoma-Bellevue, WA area as reported by the Bureau of Labor Statistics, U.S. Department of Labor, increased by 12.35 percent.

In accordance with the requirements set forth above, the Office of Financial Management submits for publication the new dollar threshold. The new dollar threshold is one hundred and twenty eight dollars (\$128) per day with a new annual compensation limit of twelve thousand two hundred and eighty eight dollars (\$12,288). The new dollar threshold takes effect July 1, 2018.

If you have any questions or need further information, contact Bob Baker at bob.baker@ofm.wa.gov.

WHIDBEY ISLAND PUBLIC HOSPITAL DISTRICT BYLAWS

It is highly recommended that all candidates for appointment to the Board of Commissioners seat review the Whidbey Island Public Hospital District's established bylaws.

The Whidbey Island Public Hospital has established bylaws to determine the rules, processes, and organizational structure of the public hospital district (PHD). Bylaws have been established to guide the Board of Commissioners' actions and decisions. They support the organization by clearly outlining rules around authority levels, rights, and expectations.



**BYLAWS
OF
WHIDBEY ISLAND PUBLIC HOSPITAL DISTRICT
ISLAND COUNTY
WASHINGTON**

Revised 4/28/77
Reviewed 8/82
Revised 9/88
Revised 6/11/90
Reviewed 8/12/1991
Reviewed 12/13/1993
Revised 1/10/1994
Revised 4/4/1996
Revised 7/14/1997
Revised 6/26/2000
Revised 3/18/2002
Revised 4/14/2003
Revised 10/17/2005
Revised 12/12/05
Revised 5/8/06
Revised 6/3/08
Revised 10/14/08
Revised 6/14/10
Revised 12/10/12
Revised 10/12/15
Revised 02/10/2021

**BYLAWS OF
WHIDBEY ISLAND PUBLIC HOSPITAL DISTRICT**

DBA WHIDBEYHEALTH

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CHAPTER I: GENERAL

Section 1. Authority:

The WHIDBEY ISLAND HOSPITAL DISTRICT, dba WhidbeyHealth (“District” or “Hospital”), has been established pursuant to the Constitution and laws of the State of Washington, including Chapter 70.44 of the Revised Code of Washington.

Section 2. District Objectives:

- a) To establish and maintain health care facilities for the care of persons requiring inpatient or outpatient care.
- b) To carry out educational, research and other activities related to the provision of quality medical care to the sick and injured and the promotion of healthy lifestyles.
- c) To participate in and foster activities that promote the general health of the community.
- d) To operate health care facilities in a manner that, to the extent feasible, will generate revenues sufficient to offset operating expenses.

Section 3. Non-Discrimination:

- a) No individual will be subject to discrimination based on race, creed, religion, national origin, sex, sexual orientation, age, gender, or gender identity with regard to admission or treatment, medical staff appointment or clinical privileges, employment, or the conduct of any other District business.
- b) Patients with comparable needs will receive the same standard of care, treatment, and services throughout the District healthcare system and no patient will be denied treatment as provided in the federal EMATLA (Emergency Medical Treatment and Labor Act) law and any applicable state law based on inability to pay.

CHAPTER II: GOVERNING BODY

Section 1. Membership on the Board of Commissioners:

- a) There shall be five (5) public hospital district commissioners unless changed in accordance with Chapter 70.44 of the Revised Code of Washington. All hospital district commissioners shall be elected and serve, whether from a particular district commission district or at large, in the manner and for the term prescribed by law. A vacancy in the office of commissioner shall occur as provided in chapter 42.12 RCW, or by non-attendance at meetings of the Commission for sixty days, unless excused by the Board of Commissioners. A vacancy shall be filled as provided in chapter 42.12 RCW.

- b) Qualifications: As provided in RCW 70.44.040, all persons other than District employees shall be eligible to be a candidate for the office of or hold office as a public hospital district commissioner if he or she is a registered voter who resides in the commissioner district or at large district from which they are elected.
- c) Oath of Office: All Commissioners, whether elected or appointed, shall take the oath of office provided in RCW 29A.04.133(3), before an officer authorized to administer oaths on the day the appointment is accepted in the case of Commissioners appointed to fill a vacancy, or at the beginning of next regular board meeting after December 31st of the year in which they were elected. Each Commissioner shall also complete the written oath and without delay transmit a copy thereof to the District's Secretary of the Board.
- d) Term of Office:
 - 1. The term of office of an elected Commissioner shall begin at the next regularly scheduled meeting of the Board after December 31st subject to the provisions of RCW 29A.20.040. An elected Commissioner shall serve six (6) years and shall serve until a successor is elected and qualified and assumes office in accordance with RCW 29A.20.040.
 - 2. The term of office of an appointed Commissioner begins on the day the appointee accepts the appointment unless the letter of resignation of the prior incumbent specifies a later date, which shall be the beginning of the appointee's term. An appointed Commissioner shall serve until the next regular election pursuant to RCW 42.12.070.
- e) Vacancies:
 - 1. An office of Commissioner shall be deemed vacant if a properly qualified person is not elected to a vacant office at a regular election.
 - 2. An office of Commissioner shall also be deemed vacant prior to the expiration of a duly elected or appointed Commissioner's term if the Commissioner:
 - i. Does not subscribe to an oath of office prior to or at the next regular board meeting following appointment, or prior to or at the first board meeting that an elected Commissioner assumes office,
 - ii. Submits a resignation to the Board of Commissioner, effective on the date specified by the resigning Commissioner,
 - iii. Ceases to be a registered voter in the district from which the Commissioner was elected or appointed,

- iv. Is convicted of a felony or any offense involving a violation of the Commissioner's official oath,
 - v. Dies, or
 - vi. Fails to attend two (2) consecutive regular monthly meetings of the Board without the Board having excused the nonattendance.
- 3. An office of Commissioner shall also be deemed vacant if a court of competent jurisdiction voids an election or appointment or removes a Commissioner for any cause whatsoever; including without limitation the causes set forth in RCW 42.12.010, but only after the Commissioner's right to appeal has been waived or otherwise exhausted.
- 4. Filling of Vacancies by Appointment:
 - i. Vacancies on the Board of Commissioners shall be filled in accordance with the following provisions of RCW 42.12.070: Where one position is vacant, the remaining members of the governing body shall appoint a qualified person to fill the vacant position.
 - ii. Where two or more positions are vacant and two or more members of the Board of Commissioners remain in office, the remaining members of the Board of Commissioners shall appoint a qualified person to fill one of the vacant positions, then the remaining members of the Board of Commissioners and the newly appointed person shall appoint another qualified person to fill another vacant position, and so on until each of the vacant positions is filled with each of the new appointees participating in each appointment that is made after his or her appointment.
 - iii. If less than two members of the Board of Commissioners remain in office, the county legislative authority of the county in which all, or the largest geographic portion of the city, town, or special district, is located shall appoint a qualified person or persons to the governing body until the governing body has two members.
 - iv. If the Board of Commissioners fails to appoint a qualified person to fill a vacancy within ninety days of the occurrence of the vacancy, the authority of the Board of Commissioners to fill the vacancy shall cease and the county legislative authority of the county in which all, or the largest geographic portion of the city, town, or special district, is located shall appoint a qualified person to fill the vacancy.
 - v. If the county legislative authority of the county fails to appoint a qualified person within one hundred eighty days of the occurrence of the vacancy, the county legislative authority or the remaining members of the

governing body of the city, town, or special district may petition the governor to appoint a qualified person to fill the vacancy. The governor may appoint a qualified person to fill the vacancy after being petitioned if at the time the governor fills the vacancy the county legislative authority has not appointed a qualified person to fill the vacancy.

- vi. As provided in RCW 29A.24.190 and 29.21.410, each person who is appointed shall serve until a qualified person is elected at the next election at which a member of the governing body normally would be elected that occurs twenty-eight or more days after the occurrence of the vacancy. If needed, special filing periods shall be authorized as provided in RCW 29A.24.170 and 29.15.180 for qualified persons to file for the vacant office. A primary shall be held to nominate candidates if sufficient time exists to hold a primary and more than two candidates file for the vacant office. Otherwise, a primary shall not be held and the person receiving the greatest number of votes shall be elected. The person elected shall take office immediately and serve the remainder of the unexpired term.
- vii. If an election for the position that became vacant would otherwise have been held at this general election date, only one election to fill the position shall be held and the person elected to fill the succeeding term for that position shall take office immediately when qualified as defined in RCW 29A.04.133 (see: <http://apps.leg.wa.gov/RCW/default.aspx?cite=29.01.135>) and shall service both the remainder of the unexpired term and the succeeding term.

- 5. Resignation: A Commissioner may resign at any time by tendering a written resignation to the Board.

Section 2. Powers of the Board of Commissioners:

The Board shall have all powers provided to the District under RCW Chapter 70.44 and any other applicable federal, state, and local laws including, without limitation, the power to:

- a) Be a party to contracts, sue and be sued, acquire real and personal property and equipment by gift, devise, bequest, purchase or lease, hold such property, and convey, lease, and otherwise dispose of such property for Whidbey Health purposes.
- b) Create and establish rules and regulations, including bylaws and policies, necessary for Whidbey Health purposes.
- c) Establish sinking funds and issue bonds and securities for the purposes provided by law.
- d) Accept grants of money or materials or property of any kind from the federal government, the state, any agency, or political subdivision thereof, the Whidbey Health Foundation, or any person or corporate entity upon such terms and conditions as the

grantor may impose.

- e) Establish and collect charges for services and rentals for use of Whidbey Health facilities or properties.
- f) Establish all other charges, fees, and rates to be derived from the operation of WhidbeyHealth.
- g) Engage in shared services and other cooperative ventures, form or enter, as a full or joint interest owner, corporations, partnership, limited partnerships, cooperatives, limited liability partnerships, nonprofit corporations or associations, limited liability companies and any other trusts, entities or associations organized under the laws of Washington State for the delivery of health care services.
- h) Appoint Commissioners or the District's officers, administrators, employees and members of the Medical Staff, or any other qualified members of the public, to serve as directors, officers or employees of any organization formed or entered into under the preceding paragraph.

Section 3. Duties and Responsibilities of the Board of Commissioners:

- a) Objective.: Each Commissioner shall be a conscientious member of the Board and shall assist the Board in fulfilling its fiduciary responsibilities for directing the organization, fulfilling the District's mission, vision, and values, ensuring the provision of excellent health care, protecting and growing District assets, and remaining accountable to the community for the ethical conduct of all District affairs.
- b) General Duties.: Each Commissioner shall:
 - 1. Be diligent in executing Board responsibilities; being always prepared to make decisions that are in front of the Board, preparing for, attending and actively participating in Board and committee meetings, and participating in continuing education opportunities.
 - 2. Support the administrative and Medical Staff (defined below) leadership by defining the scope of their duties, which may include day-to-day clinical operations and long-range strategic, facilities and financial planning, by providing the resources available to the District for the execution of those duties, and by creating accountability mechanisms, such as periodic reporting, to ensure the proper performance of those duties.
 - 3. Respect the confidentiality of the deliberations and actions of the Board except to the extent authorized or required by applicable disclosure laws and regulations to be disseminated or disclosed and keeping confidential all information and documentation provided to or acquired by the Commissioners in confidence due to holding the office of Commissioner.

4. Remain loyal to the District; promoting the interests of WhidbeyHealth as it pursues its mission and disclosing and avoiding any actual or potential conflicts of interest.
5. Provide appropriate leadership by supporting the decisions and policies of the Board unless and until they are amended by official action of the Board, participating in the Board's annual self-evaluation process, and accepting full responsibility for fair and effective governance of WhidbeyHealth.

c) Specific Responsibilities:

1. Compliance: The Board shall:

- i. Abide by the authority and objectives set forth in all applicable federal law, Washington law, accreditation standards and these bylaws as adopted and amended by the Board.
- ii. Regularly evaluate the District's progress and direct the CEO to take such actions as are necessary to ensure compliance with all legal, regulatory and accreditation requirements, including voluntary compliance with Medicare regulations.
- iii. Act with the highest integrity to advance the best interests of the District to enable it to achieve its mission.

2. Strategic Leadership: The Board shall:

- i. Define, pursue, and safeguard the District's mission, vision and values, and annually evaluate the District's performance in relation thereto.
- ii. Collaborate with the medical community, the CEO and the hospital's administration in setting goals and objectives for the District.
- iii. Ensure that appropriate policies and procedures are established within which the Board, Medical Staff, the CEO and the other Whidbey Health employees and committees will operate.
- iv. Ensure that there is an appropriate system for resolving conflicts among WhidbeyHealth leaders and individuals under their leadership.
- v. Establish long-term direction through the oversight of, and participation in, strategic planning.
- vi. Promote and maintain positive external relationships with the community, local business, government, funding sources and other health-related

organizations.

3. Patient Care: The Board shall:

- i. Review and approve the scope of services and/or health care provider privileges provided by WhidbeyHealth, which shall be in writing.
- ii. Maintain and assess the activities and operations of the WhidbeyHealth to continuously improve the quality of care and services provided by the District.
- iii. Ensure that there are established mechanisms intended to ensure the provision of a consistent overall level of patient care, including but not limited to, reasonable assurance that patients with the same health problem receive the same level of care, regardless of payor source.
- iv. Review and approve standards for the care of patients as recommended by members of the Medical Staff and other health care professionals, or accreditation organizations, based on the following criteria: efficacy, appropriateness, availability, timeliness, effectiveness, continuity, safety, and respect.

4. Relationships with medical care providers: The Board shall:

- i. Oversee and promote positive relationships with the Medical Staff.
- ii. Appoint and re-appoint physicians and other health care professionals to the Medical Staff and delineate the scope of their clinical privileges.
- iii. Take action to restrict clinical privileges and censure, suspend or remove health care professionals from the Medical Staff when necessary.
- iv. Approve as necessary the organization, bylaws, rules, regulations, and policies and procedures of the Medical Staff and all other ancillary or affiliate organizations.

5. Relationship with Administration: The Board shall select, support, monitor, oversee and evaluate the CEO as necessary to meet the goals and objectives of the District.

6. Financial Oversight. The Board shall:

- i. Ensure that there are policies and processes to be executed by the CEO and the administration to enable the District to maintain financial solvency via budget approval and adopt provisions for an annual audit conducted by an independent certified public accountant of the District's finances.

- ii. Approve annually an operating budget and a long-term capital budget.
 - iii. Adopt policies and processes to be executed by the CEO that require the District to maintain a uniform system of accounting in accordance with generally accepted accounting principles and federal and state regulations.
7. Procedures and Policies: The Board shall periodically adopt policies and procedures to implement these bylaws.

Section 4. Medical Staff Representation:

The Chief of the Medical Staff shall be a non-voting representative to the Board of Commissioners. The purposes of such representation are to:

- a) Provide the Board with regular input and advice from the Medical Staff in matters pertaining to patient care, patient-care related government regulations, medical-legal matters, medical staff governance issues, and medical equipment purchases.
- b) Make current information on Board policies, plans and actions available to the Medical Staff.

Section 5. Confidentiality:

- a) The Board engages in highly confidential discussions in the course of governing the District and it is imperative that the confidentiality of such discussions (other than those conducted in public session), and any confidential information presented to individual Commissioners, be maintained. Each Commissioner shall complete and sign annually a Statement of Confidentiality, attesting that he or she is aware that any confidential information acquired while serving on the Board is to be held confidential and used only as permitted and solely in furtherance of District business.
- b) "Confidential Information" means any confidential information communicated to the Board or an individual Commissioner, either orally or in writing, that pertains to District operations, District employees, Medical Staff matters such as credentialing and the peer review process, patients and patient care, regulatory matters and other information, the disclosure of which does not occur at a public meeting, or which is not required by law to be disclosed to the public, or is not otherwise authorized for disclosure by the Board or by an appropriate officer of the District.
- c) No Commissioner may use for any non-District purpose, or communicate to any person in any manner, confidential information relating to the business and financial affairs of the District, the District's employees or Medical Staff, the hospital's patients, or the provision of medical care at the hospital, of which the Commissioner becomes aware during the course of the Commissioner's term of office.

- d) All inquiries from the media, governmental or regulatory entities, or other similar parties received by the Board as a whole or by an individual Commissioner, shall be directed to the CEO or an appropriate District employee designated by the CEO. Only the CEO, or the person duly designated by the CEO, or the President of the Board of Commissioners, shall be authorized to make public announcements on behalf of Whidbey Health.
- e) Documentation of Board, Medical Staff peer review, quality assessment and utilization activities are protected by law from discovery and public disclosure, except as required to be produced or disclosed under relevant state and federal statutes. Commissioners shall not voluntarily waive the protected or confidential status of such information through unauthorized disclosure.
- f) All subpoenas or public record requests for information regarding Board activities shall be referred to the CEO or Board President, who shall consult with the District's legal counsel before responding to the subpoena or request.
- g) A Commissioner's duty of confidentiality shall survive the termination of the Commissioner's membership on the Board, the reason for the termination notwithstanding.
- h) Upon the termination of a Commissioner's office, a Commissioner shall return to the Board or to the CEO all documents and tangible items in the Commissioner's possession or control that contain or refer to any confidential information relating to the District.
- i) The District is entitled to take appropriate action to ensure that the confidentiality of its confidential information is maintained and protected. Such action may include adopting additional policies and procedures, and taking any legal action required to prevent or remedy a breach or threatened breach of confidentiality.

Section 6. Conflict of Interest:

- a) Each Commissioner shall comply with all applicable requirements of Washington law relating to conflicts of interest, including RCW Chapter 42.23 (Code of Ethics for Municipal Officers) and the current Board policy regarding conflicts of interest as said policy may be revised from time to time by the Board.
- b) Each Commissioner shall complete and sign annually the Conflict of Interest Questionnaire and Statement specified in the Board Conflicts Policy, disclosing to the Board any conflict of interest the Commissioner may have in any contract or transaction then before the Board, or any conflict of interest that may be created by a contract, transaction, or relationship that the Commissioner has or is contemplating entering.
- c) Subject to applicable Washington law and the Governing Board Policy Re Conflicts of Interest referred to in subsection 6(a) above, the Board is authorized to restrict the information given to a Commissioner if, in the judgment of a majority of the other Commissioners present when the matter is considered, the Commissioner has a conflict

of interest in the matter, and such conflict may adversely affect the Commissioner's ability to act in the best interests of the District.

Section 7. Indemnity:

- a) The District shall indemnify each current or former Commissioner or District officer, and their legal representatives, against liabilities, expenses, attorney's fees and costs arising out of any action, suit, proceeding or claim in which the current or former Commissioner or officer is involved by reason of that position. Any person who, at the request of the District, served as a Commissioner or officer of another entity in which the District owned an equity interest or was affiliated, and that person's legal representatives, shall also be so indemnified by the District.
- b) If, however, such person is finally adjudged in any action, suit or proceeding as liable for gross negligence or willful misconduct in the performance of District duties, this indemnity shall not apply.
- c) This indemnity shall apply if any amount is paid in compromise or settlement of any action, suit, proceeding, or claim asserted against such person (including reasonable expenses, attorney's fees and costs incurred in connection therewith), provided that the Board shall have first approved such proposed compromise or settlement and determined that the person involved was not guilty of gross negligence or willful misconduct. In taking such action a Commissioner who is the subject of this indemnity provision shall not be qualified to vote thereon.
- d) In determining whether or not a person was guilty of gross negligence or willful misconduct in relation to any such matter, the Board may rely conclusively upon an opinion of independent legal counsel selected by the Board.
- e) The right to indemnification herein provided shall not be exclusive of any other rights to which such Commissioner or officer may be lawfully entitled.

Section 8. Self-evaluation:

As part of the commitment to continuous improvement of organization-wide functions, each Commissioner shall perform an annual self-evaluation. The objectives of this performance appraisal are to:

- a) Determine how well Commissioners understand the responsibilities of the aggregate Board.
- b) Identify aggregate Board strengths and weaknesses.
- c) Develop a course of action for improving performance of the Board.

- d) Provide each Commissioner an opportunity to evaluate and comment upon Board functions and the Commissioner's role in the governance process.

CHAPTER III: ORGANIZATION OF THE BOARD OF COMMISSIONERS

Section 1. Officers:

- a) Election:
 - 1. The Board shall elect from its membership every two years a President, a Secretary and such other officers as the Board may authorize.
 - 2. The election for officers shall be held at the first regular meeting of the Board following a District election pursuant to which any Commissioner takes office, or, in those years when there is no District election, at the last regularly scheduled meeting of the year.
- b) The President shall call and preside at all Board meetings and shall act for the Board as a whole only by the Board's authorization.
- c) The Secretary shall prepare, or cause to be prepared, minutes of all regular and special meetings of the Board of Commissioners, shall sign the same and shall keep them in a proper book for that purpose. The Secretary shall have charge of the official seal of the district and shall affix or cause to be affixed such seal to any documents requiring it, attesting the same. In the absence of the President, the Secretary shall preside at the Board meetings.
- d) Any officer may be elected at any regular meeting of the Board to complete the unexpired term of an officer who has vacated office. The Board may, by vote of a majority of Commissioners holding office, call for an election to replace any officer, for any reason, at any time.

Section 2. Manner of Acting:

The Commissioners shall act only as a Board, and the individual Commissioners shall have no power as such. The act of the majority of Commissioners eligible to vote and present at the meeting at which a quorum is present shall be the act of the Board. The President or such other Commissioner as is presiding at a meeting shall be entitled to vote at that meeting. Unless a vote of the Board is unanimous, for each motion voted upon, the name and vote of each Commissioner present and voting shall be recorded in the meeting minutes.

Section 3. Meetings:

- a) All meetings of the Board shall be open to the public, unless designated executive sessions or otherwise permitted by law to be closed, and notice shall be provided of all regular meetings as required by Washington law.
- b) Regular meetings of the Board shall be held on a monthly basis. Such meetings will ordinarily be held on Whidbey Health premises but may be held at other announced

locations. At each regular meeting, the date, time, and location of the next regular meeting will be determined and publicly announced. Subject to applicable Washington law, the Board may increase or decrease the number of meetings per year, but in no event shall there be fewer than ten meetings per year.

- c) A majority of Commissioners holding office at any time shall constitutes a quorum for the transaction of District business.
- d) Special meetings of the Board may be called by the President upon their own initiative, or by a majority of Commissioners. Notice of the time and place of a special meeting so called shall be given to each Commissioner, the, Chief of the Medical Staff, the CEO, and representatives of the news media. The notice, which shall be written (email is permissible) shall include a brief description of the business to be transacted and shall be given twenty-four (24) hours prior to commencement of the meeting. A written waiver of notice of a special meeting shall be deemed equivalent to such notice and may be obtained before, during or after the meeting.
- e) Any portion of a regular meeting of the Board, and all or any portion of a special meeting, may be adjourned and reconstituted as an executive session for the purposes permitted by Washington law. If a special meeting is called each Commissioner shall be notified as described above. A majority of the Commissioners present in any executive session may invite other individuals to attend.
- f) An executive session may be held at a meeting of the Board upon the call of the President or a majority of the Commissioners present at the Board meeting only for one or more of the purposes identified below to the extent permitted by RCW 42.30.110(1) or for other purposes permitted by applicable law:
 - 1. To consider matters affecting national security;
 - 2. To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price;
 - 3. To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public;
 - 4. To review negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause a likelihood of increased costs;
 - 5. To receive and evaluate complaints or charges brought against a public officer or employee. However, upon the request of such officer or employee, a public

hearing or a meeting open to the public shall be conducted upon such complaint or charge;

6. To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public;
7. To evaluate the qualifications of a candidate for appointment to elective office. However, any interview of such candidate and final action appointing a candidate to elective office shall be in a meeting open to the public;
8. To discuss with legal counsel representing the District litigation or potential litigation to which the District, the Board, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the District; provided, however, this exception does not permit the Board to hold an executive session solely because an attorney representing the District is present. For purposes of this exception, "potential litigation" means matters protected by RPC 1.6 or RCW 5.60.060(2)(a) concerning: (A) litigation that has been specifically threatened to which the District, the Board, or a member acting in an official capacity is, or is likely to become, a party; (B) litigation that the District reasonably believes may be commenced by or against the District, the Board, or a member acting in an official capacity; or C) litigation or legal risks of a proposed action or current practice that the District has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the District;
9. To conduct meetings, proceedings, and deliberations of the Board, its staff or agents, concerning the granting, denial, revocation, restriction, or other consideration of the status of the clinical or staff privileges of a physician or other health care provider as that term is defined in RCW 7.70.020, if such other providers at the discretion of the Board are considered for such privileges; provided that the final action of the Board as to the denial, revocation, or restriction of clinical or staff privileges of a physician or other health care provider as defined in RCW 7.70.020 shall be done in public session. RCW 42.30.110; RCW 70.44.062;
10. To conduct meetings, proceedings, and deliberations of a quality improvement committee established under RCW 4.24.250, 43.70.510, or 70.41.200 and all meetings, proceedings, and deliberations of the Board, its staff or agents, to review the report or the activities of a quality improvement committee established

under RCW 4.24.250, 43.70.510, or 70.41.200. However, any final action of the Board on the report of the quality improvement committee shall be done in public session; and

11. To conduct collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or to conduct that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.
- g) Emergency meetings of the Board may be called by the President. Reasonable efforts must be made to contact all Commissioners and other individuals authorized to attend, and to advertise or notify by the most expedient means possible the time, place and purpose of any such meeting. Any action taken at an emergency meeting is temporary and must be reconsidered and acted upon at an open public meeting within forty-eight (48) hours.

Section 4. Committees:

- a) Committees will be standing committees and special committees. The President shall be an ex-officio member of all committees.
- b) Notice of the date, time and location of all committee meetings shall be given verbally or in writing (email is permissible) at least twenty-four (24) hours prior to commencement of the meeting.
- c) Standing committee members shall be appointed by the President with approval of the Board. Their tenure will run for one year or until a successor is named. The charge for all standing committees will be a part of these bylaws. One-half (1/2) of the membership of any committee, but not fewer than two (2) committee members, shall constitute a quorum.
- d) Standing committees of the Board are the Audit and Finance Committee, the Building and Strategic Planning Committee, the Compliance Committee, the Governance Committee, and the Quality Improvement Committee. Additional standing committees that the Board participates in are the Medical Executive Committee, the Medical Staff, the Credentialing Committee, and the Island County Board of Health.
- e) Special committees will be appointed by the President with approval of the Board. Their charge and tenure will be specified and recorded in the minutes of the Board meeting at which the formation of the committee is approved.

1. The Finance Committee.

- i. The Finance Committee shall consist of at least the Chief Executive Officer (“CEO”), two (2) members of the Medical Staff, and two (2) Commissioners, one of which shall serve as Chair, and such other members as shall be determined by the Board.
- ii. The Finance Committee shall be responsible for making recommendations to the Board regarding the supervision and management of the fiscal year operating and capital budgets, and the entire District’s endowment and trust funds.
- iii. The Finance Committee shall also review regular and special financial reports prepared by a Financial Officer and make recommendations to the Board to assure that financial matters are in proper order, and to direct the Administrator on general financial policy matters.

2. Strategic Planning Committee:

- i. The Strategic Planning Committee (“SPC”) shall be a collaboration of hospital staff, the Medical Staff, and the community. The SPC shall be comprised of at two (2) Commissioners, at least two (2) Medical Staff members, the CEO, the Chief Nursing Officer (“CNO”), the Director of Facilities Planning, and such other members as shall be determined by the Board. The Chief of the Medical Staff shall also be an ex officio member of the SPC.
- ii. The responsibilities of the SPC shall include reviewing and/or developing all plans for the hospital and/or other health care related facilities that are operated by the District. The SPC may designate subcommittees as needed, which shall make periodic report to the SPC. The SPC shall recommend hospital plans to the Board. The Board of Commissioners shall have sole authority to approve or disapprove all plans for health care facilities developed by the SPC.
- iii. In order to be effective, any recommendations made at SPC meetings must be presented to and approved by the Board.

3. Compliance Committee

- i. The Board shall establish a formal compliance program by which it shall receive orientation and continuing education on compliance.

- ii. The Compliance Committee (“CC”) shall be comprised of a Corporate Compliance Officer (“CCO”), who shall chair all meetings and who shall be appointed by the Board, appropriate hospital staff as determined by the CCO, and one (1) or two (2) Commissioners.
- iii. The CCO and the CC shall be responsible for the implementation and oversight of the Corporate Compliance Program approved by the Board. The CCO shall report to the Board on the operation of the Corporate Compliance Program as circumstances require, but no less than once per year.

4. Quality Improvement Committee:

- i. The Quality Improvement Committee (“QIC”) shall consist of the CEO, CCO, two (2) Commissioners appointed by the Board for terms of one year, Chief of Medical Staff, Medical Director of Quality, Chief Quality officer, and various department managers as designated by the CEO.
- ii. The QIC shall be responsible for implementation and oversight of the Quality and Patient Safety Plan including goals and outcomes approved by the Board. The QIC is also charged with the resolution of patient concerns and/or grievances. The Director of Quality will present to the Board, at least annually, the operation and outcomes of the Quality and Patient Safety Plan.

5. Island County Board of Health:

- i. The Board shall appoint one of the Commissioners to serve as a member of the Island County Board of Health.
- ii. Appointments shall be for a term of two (2) years and may be extended at the discretion of the Board.

CHAPTER IV: CONTRACTS, LOANS, CHECKS AND DEPOSITS

Section 1. Contracts:

The Board may authorize any officer or officers, agent, or agents to enter into any contract, or execute and deliver any instrument, in the name of and on behalf of the District. Such authority may be general or confined to a specific instance.

Section 2. Checks, Drafts, etc.:

All checks, drafts, or other orders for the payment of money, notes or other evidence of indebtedness issued in the name of the District, shall be signed by such officer or officers, agent or agents of the District and in such manner as shall from time to time be determined by resolution of the Board. All officers, agents and Commissioners authorized to execute checks, drafts, and other orders for payment of money shall be bonded.

Section 3. Deposits:

All funds of the District not otherwise employed shall be deposited from time to time to the credit of the District in such banks, trust companies or other depositories as the Board may select.

CHAPTER V: ADMINISTRATION

Section 1. Chief Executive Officer:

The Chief Executive Officer (CEO) shall be appointed by and be responsible only to the Board. The CEO shall possess at a minimum a four-year college degree and the necessary health care management experience and capabilities required to effectively manage health care operations. The CEO shall be the direct executive representative of the Board in the management of the hospital. The CEO shall be given the necessary authority and be held responsible for the administration of the District in all its activities and departments, subject only to such policies as may be adopted and such orders and directives as may be issued by the Board.

Section 2. Standards:

The CEO shall be required to conduct the operations of the District, and to coordinate all departments thereof, in accordance with the standards required for approval as a licensed medical center by the Washington State Department of Health and other applicable federal and state statutes and regulations. The CEO shall prescribe such procedures and techniques for the management and operation of the District as may be necessary to fully meet and maintain these standards within the policies approved by the Board.

Section 3. Authority and Duties:

The CEO is vested with the following authority and is charged with the associated duties:

- a) Implementing the policies, resolutions, rules, and regulations established by these bylaws and the Board.
- b) Recruiting, selecting, employing, and terminating employees, and drafting and enforcing a code of personnel rules applicable to all employees in their relationship with the District.

- c) Planning and supervising the functions of all departments and clinics of WhidbeyHealth. Such planning shall be systematic, collaborative, and inter-disciplinary in nature.
- d) Implementing all applicable procedures, standards, methods, or techniques bearing upon the care of patients in the hospital, subject to the hospital's preferred method of performance improvement review.
- e) Collaborating with the Medical Staff and all such employees concerned with the rendering of professional medical services so as to provide the best possible care to all patients.
- f) Enforcing all bylaws, resolutions, rules, regulations, standards of practice, and policies and procedures of the District.
- g) Preparing and submitting to the Board for its approval an annual operating budget showing the expected revenue and expenditures of the District and establishing appropriate wage scales within the confines of the approved budget. The budget shall reflect the goals and objectives of Whidbey Health and shall be in compliance with all applicable laws and regulations.
- h) Supervising all business affairs of Whidbey Health, including insuring that all funds are collected and are expended in compliance with the policies established and approved by the Board to the best possible advantage, and being responsible for the procurement of all supplies, materials, and equipment necessary for the operation of the Whidbey Health.
- i) Regularly submitting to the Board periodic reports showing the professional service and financial activities of the hospital; preparing and submitting such other reports as may be required by the Board; and briefing the Commissioners at all meetings and the President in the interim as necessary with respect to all significant matters pertaining to the operation of the hospital.
- j) Establishing and maintaining administrative and personnel policies.
- k) Attending or designating a representative to attend all meetings of the Board and its committees. The CEO or a designated representative shall also attend meetings of the Medical Staff and its committees when the subject matter to be discussed has a direct or indirect relationship to Whidbey Health affairs.
- l) Ensuring that the physical property of WhidbeyHealth is properly maintained and kept in good repair and making periodic reports to the Board regarding same.
- m) Administratively supporting the District's voluntary compliance initiatives as they relate to Medicare fraud and abuse and other general compliance issues facing the healthcare industry.

- n) Establishing and maintaining information and support systems.

Section 4. Evaluation of the CEO:

The Board shall perform a criteria-based performance appraisal of the CEO annually.

Section 5. Designation of Internal Auditor:

The Board of Commissioners hereby appoints the Chief Financial Officer (CFO) as internal auditor of the district.

- a) The internal auditor shall be experienced in accounting and business practices and shall report in the performance of his or her duties directly to the CEO. The internal auditor shall draw and sign all warrants for the disbursement of funds of the district upon the order of, or vouchers approved by, the Board of Commissioners; and shall perform such other duties relating to business affairs of the district including the recording of financial transactions, collection of accounts, and the routine purchase and issue of supplies, as are assigned by the Board and the CEO. The internal auditor shall immediately report directly to the Board and CEO any irregularities, discrepancies, and concerns.

Section 6. Treasurer:

The Board of Commissioners may appoint by resolution an employee of the Whidbey Health as the Treasurer of the District pursuant to RCW 70.44.171, upon the request of the CEO or CFO. The Treasurer shall have overall control of all District funds. The Treasurer shall also see that the Whidbey Health accounting system is maintained in such a manner as to give a true and accurate accounting of the financial transactions of the district, that all expenditures are made to the best possible advantage, and that all accounts payable are presented promptly.

CHAPTER VI: MEDICAL STAFF

Section 1. Organizations, Appointments and Hearings:

- a) The Board shall organize the physicians and other health care professionals in the District into a Medical Staff as provided by and subject to the Medical Staff bylaws as approved by the Board. The Board shall consider recommendations of the Medical Staff and appoint to the Medical Staff, physicians and others health care providers who meet the qualifications for membership, as set forth in the Medical Staff bylaws.
- b) Only health care practitioners with approved clinical privileges and Medical Staff membership may admit patients to the hospital. Each member of the Medical Staff with clinical privileges shall have appropriate authority and responsibility for patient care within the scope of his or her approved clinical privileges, subject to any limitations in the Medical Staff bylaws, and other applicable rules, regulations, policies and procedures, and any limitations attached to his or her appointment.

- c) All applications for appointment to the Medical Staff shall be in writing and shall conform to the requirements set forth in the Medical Staff bylaws. The Board shall take action upon each application submitted to it by as set forth in the Medical Staff bylaws.
- d) Prior to being granted Medical Staff membership or clinical privileges, all applicants for such membership and privileges must agree, in writing, to abide by the District bylaws and the Medical Staff bylaws, rules, regulations, and policies and procedures.
- e) All appointments to the Medical Staff may be renewed in accordance with the District and Medical Staff bylaws.
- f) Any Medical Staff member for whom disciplinary action has been recommended by the Medical Staff shall be afforded the procedural rights provided for in the Medical Staff bylaws.

Section 2. Evaluation of Medical, Dental and Other Healthcare:

- a) The Board shall require, after considering the recommendations of the Medical Staff and the other health care professional staffs providing patient care services, the conduct of specific review and evaluation activities to assess, preserve and improve the overall quality and efficiency of patient care in the hospital. The Board, through the CEO, shall provide whatever administrative assistance is reasonably necessary to support and facilitate the implementation and the ongoing operation of these reviews and evaluation activities.
- b) The Medical staff and the other health care professional staffs providing patient care services shall conduct and be accountable to the Board for establishing and conducting activities that contribute to the preservation and improvement of the quality and efficiency of patient care provided in Whidbey Health. These activities shall include:
 - 1. Review and evaluation of the quality of patient care through a valid and reliable patient care audit procedure.
 - 2. On-going monitoring of patient care practices through the defined functions of the Medical Staff, the other professional services, hospital administration and the Quality Improvement and Patient Safety department. Regional and national survey and benchmarking results shall be reviewed by the Hospital's Quality Improvement Committee, the CEO, and other appropriate authorities as part of their responsibility to manage the quality assurance process and recommend action to improve quality of care and patient safety.
 - 3. Delineation of clinical privileges for members of the Medical Staff commensurate with individual credentials and demonstrated ability and judgment and assignment of patient care responsibilities to other health care professionals consistent with individual qualification and demonstrated ability.

4. Provision of continuing professional education, shaped primarily by the needs identified through the review and evaluation activities.
 5. Review of the use of WhidbeyHealth's facilities and resources to provide for the patient needs.
 6. Such other measures as the Board may, after considering the advice of the Medical Staff, the other professional services, and WhidbeyHealth administration, deem necessary for the preservation and improvement of the quality and efficiency of patient care.
 7. Any person who comes to the Whidbey Island Public Hospital District for a potential emergency medical condition/emergency services will receive a medical screening performed by a qualified provider as required by the federal EMTALA law. Persons with emergency conditions will be stabilized as required by EMTALA.
- c) The Medical Staff shall make recommendations to the Board concerning:
1. Appointments, reappointments and changes in Medical Staff appointment status or category.
 2. Disciplinary actions.
 3. All matters relating to professional competency.
 4. Such specific matters as may be referred to it by the Board.

Section 3. Medical Staff Bylaws:

There shall be bylaws and policies for the Medical Staff, which must be adopted by the Board to become effective. The Medical Staff bylaws, rules and regulations, policies, and any proposed amendments thereto shall be submitted to the Board in writing for approval. The Medical Staff bylaws and policies shall be reviewed annually by the Medical Staff.

CHAPTER VII: AUXILIARY AND VOLUNTEER GROUPS

Section 1. Hospital Auxiliary and Other Volunteer Groups:

- a) Any volunteer health care groups at Whidbey Health are authorized to establish a mechanism for governing their own body. Subject to the approval of the Board, any such volunteer health groups may, for governance purposes, adopt bylaws, rules, regulations, and policies and procedures.

- b) All volunteer groups shall serve without remuneration with their prime purpose being the voluntary support and betterment of Whidbey Health and its services. This support may be given directly by providing services to the patients or indirectly by raising contributions to be used by the District for items such as community education, employee education, equipment, and plant improvements to maintain or enhance its operation.
- c) No bylaw, rule, regulation or policy and procedure of the any volunteer group shall supersede or take priority over the bylaws, rules, regulations, and policies and procedures of the District now in effect or as may hereafter be amended.
- d) Final interpretation of the bylaws, rules, regulations, and policies and procedures shall be made by the Board and any such interpretation shall be binding on any volunteer group.
- e) No bylaw, rule, regulation or policy and procedure shall be adopted by any volunteer group that violates the purposes of Whidbey Health.

CHAPTER VIII: DISSOLUTION

In the event WHIDBEY ISLAND PUBLIC HOSPITAL DISTRICT is legally dissolved pursuant to Washington law, for any reason whatsoever, the assets of the District shall be distributed as required by law.

CHAPTER IX: AMENDMENTS

These bylaws may be amended by affirmative vote of at least a majority of all the Board of Commissioners, provided written notice of same shall have been mailed, faxed, or emailed to each member of the Board of Commissioners prior to an announced Board meeting, and provided further that any such written notice shall fully present the proposed amendments. These bylaws shall be reviewed at least annually by the Board of Commissioners for the purpose of considering amendments to the bylaws.

CHAPTER X: ADOPTION

Adopted/revised by the Board of Commissioners of WHIDBEY ISLAND HOSPITAL DISTRICT at their meeting held on the 10th day of February, 2021. These bylaws amend and restate in their entirety the prior District bylaws as previously amended.

President of the Commission

Secretary of the Commission

Commissioner

Commissioner

Commissioner

WHIDBEY ISLAND PUBLIC HOSPITAL DISTRICT COMMISSIONER TERMS

Each Whidbey Island Public Hospital District Commissioner has a standard six (6)-year term.

However, given the nature of the open seat, interested candidates should note that if appointed and there is interest in continuing to hold the seat, the following applies:

- Summer 2025: Board of Commissioners appointment.
- Fall 2025: Candidate will have to run in the general election to hold the Commissioner seat. Candidate filing is conducted in May 2025.
- Fall 2029: Candidate will have to run in the general election to hold the Commissioner seat. Additional election cycles follow a six (6)-year term.



WHIDBEY ISLAND PUBLIC HOSPITAL DISTRICT DECISION MATRIX & CODE OF ETHICS

It is highly recommended that all candidates for appointment to the Board of Commissioners seat review the Whidbey Island Public Hospital District's established decision matrix and code of ethics to best understand how the roles of governance regarding day-to-day operations of the district.



| 1 | Public Hospital District | Board and CEO Decision Matrix | | | | | Bd Approved 5-25-2021 |
|----|--|-------------------------------|-------|-------------------------------|-----|---------------------|--------------------------------|
| | Type of Decision | Board of Directors | Chair | Board Committees/ Task Forces | CEO | Note | Source |
| 2 | | | | | | | |
| 3 | | | | | | | |
| 4 | Board of Directors- General | | | | | | |
| 5 | Bylaw changes | D | | A | A | | |
| 6 | Evaluation of board performance | D | A | | A | | Board policy |
| 7 | Develop/approve Board policies | D | | A | A | | Board bylaws |
| 8 | Finance Policy | D | | A | A | | Board bylaws |
| 9 | Operations policies | I/D (DOH select) | | | D | | Board bylaws |
| 10 | Board Meeting agenda | A | D | | A | | Board bylaws |
| 11 | Regular Meeting schedule | D | | | A | | Board bylaws |
| 12 | Special Board meetings- self/agenda | D | D | | A | | Board bylaws |
| 13 | Provider appointment and credentials | D | | A | A | | Board bylaws |
| 14 | Approve formation of volunteer groups | D | | | A | | Board bylaws |
| 15 | Acquire, construct, maintain, operate, develop, sell real property | D | | A | A | | Board position description/RCW |
| 16 | Contracts with US, state, municipalities, hospital | D | | A | A | | RCW 70.44.060 |
| 17 | Equipment Lease over \$25,000 | D | | | A | emergency exception | CEO position description |
| 18 | Purchase capital equipment over \$25,000 | D | | | A | emergency exception | CEO position description |
| 19 | | | | | | | |
| 20 | a) Organizational Processes | | | | | | |
| 21 | Organizational Chart | D | | | A | | precedence -confirmed 3/24/21 |
| 22 | Pillars of Excellence and Strategic plan | D | | A | A | | Board bylaws |
| 23 | Appoint auditors | D | | A | A | | Board bylaws |
| 24 | Approve Hospital District annual budget | D | | A | A | | RCW 70.44.070 |
| 25 | Contract indebtedness or borrow money for corporate purposes | D | | A | A | | RCW 70.44.060 |
| 26 | Purchase supplies and goods over \$100,000 unbudgeted | D | | | A | | CEO position description |
| 27 | Physician hire/contract if compensation over budget | D | | | A | | CEO position description |
| 28 | Service contracts over \$100,000 unbudgeted | D | | | A | | CEO position description |
| 29 | Unbudgeted hire or contract of physician | D | | | A | | CEO position description |
| 30 | Unbudgeted compensation increases | D | | A | A | | |
| 31 | Pay legal claims over policy limits | D | | | A | | CEO position description |
| 32 | New and renewing multi-year (three or more) contracts when three year total cost equals or exceeds \$100,000 | D | | | A | | Board meeting 5/25/2021 |

| | | | | | | | | | | |
|----|---|--|--------------------|--|-------|-------------------------------|-----|------|--|---------------------------------|
| 33 | b) Board Specific Processes | | | | | | | | | |
| 34 | Approve Organizational Structure/Chart | | D | | | | A | | | Board bylaws |
| 35 | Approve Pillars of Excellence and Strategic plan | | D | | | A | | A | | Board bylaws |
| 36 | Approve Quality Plan | | D | | | A | | A | | Board bylaws |
| 37 | Develop, Implement and Evaluate Quality Plan | | | | | A | | D | | Board bylaws |
| 38 | annual operational and capital budget | | D | | | A | | A | | Board bylaws |
| | Type of Decision | | Board of Directors | | Chair | Board Committees/ Task Forces | CEO | Note | | Source |
| 39 | CEO title/job description | | D | | | A | A | | | Board bylaws |
| 40 | CEO appointment/contract/compensation | | D | | | | | A | | bylaws/RCW 70.44.070 |
| 41 | Board officer election | | D | | | | | | | Board bylaws |
| 42 | CEO performance evaluation | | D | | | A | | A | | Board bylaws |
| 43 | Board self evaluation/performance improvement plan | | D | | | A | | | | Board position description |
| 44 | Board-level committee/task force assignments | | D | | | | | | | Board bylaws |
| 45 | Select candidates/action to fill vacant Board positions | | D | | | A | | | | Board bylaws |
| 46 | | | | | | | | | | |
| 47 | c) Board Committees | | | | | | | | | |
| 48 | Approve Board committee/task force charters | | D | | | A | | A | | Board bylaws |
| 49 | Approve recommendations from Committee | | D | | | A | | A | | Committee Charter |
| 50 | | | | | | | | | | |
| 51 | d) Staff Processes | | | | | | | | | |
| 52 | Develop the strategic plan objectives | | I | | | A | | D | | |
| 53 | Implement the strategic plan | | I | | | | | D | | |
| 54 | Develop, Implement and Evaluate Quality Plan | | | | | A | | D | | |
| 55 | Develop operating and capital budgets | | I | | | A | | D | | |
| 56 | Hire and manage Executive team,managers,staff | | I | | | | | D | | CEO position description |
| 57 | Regulator relationships | | I | | | | | D | | |
| 58 | Legal issues | | D | | | | | D | | CEO/Board position descriptions |
| 59 | Facilities maintenance issues | | I | | | A | | D | | |
| 60 | Establishing culture (diversity, equity, inclusion) | | D | | | A | | D | | Board Health Equity policy |
| 61 | | | | | | | | | | |
| 62 | | | | | | | | | | |
| 63 | LEGEND: D - Decision-making authority/responsibility to act - vested here | | | | | | | | | |
| 64 | A - Advisor to the decision maker; Advice from this group/individual may be sought prior to making a decision | | | | | | | | | |
| 65 | I - Will be informed of the decision, perhaps after the decision is made | | | | | | | | | |
| 66 | | | | | | | | | | |

PUBLIC HOSPITAL DISTRICT NO. XXX COUNTY, WASHINGTON

BOARD OF COMMISSIONERS CODE OF ETHICS

As amended and restated on June 2, 2008, June 20, 2011

I. Introduction

This Board of Commissioners Code of Ethics (this "Code") has been adopted by the Board of Commissioners (the "Board") of Public Hospital District No. XXX County, Washington (the "District") to promote honest and ethical conduct and compliance with applicable laws, rules and regulations by the members of the Board (the "Commissioners").

II. Applicability

This Code applies to each Commissioner.

III. How to Use the Code

This Code is a general guide to the Board's standards of conduct and regulatory compliance. This Code is not intended to cover every issue or situation Commissioners may face in their official capacity. This Code does not replace other more detailed policies and procedures adopted by the District, including but not limited to the District's Bylaws, the XXX Code of Ethics (to the extent applicable to Commissioners), and specific directives adopted from time to time by the Board.

It is essential that Commissioners thoroughly review this Code and make a commitment to uphold its requirements. Failure to read and/or acknowledge this Code does not exempt a Commissioner from his or her responsibility to comply with this Code, applicable laws, rules and regulations, and District policies and procedures.

None of the principles and practices outlined in the Code is intended to restrict any Commissioner from exercising its constitutional rights of free speech and should not be so construed. Furthermore, the exercise of such rights shall not subject any Commissioner to any sanctions under this Code, even if such exercise is otherwise inconsistent with a stated principle or practice of appropriate ethical conduct.

The Board does not intend to adopt any rule in this Code that violates existing law. If, as a result of changes in the law or otherwise, any provision of the Code is subsequently determined to violate applicable law, such provision shall be construed in such a way as to eliminate such violation and, if no such construction of the applicable provision is possible, the provision shall be void.

IV. Fundamental Responsibilities of Commissioners

The fundamental responsibility of each Commissioner is to promote the best interests of the public by overseeing the management of the District's business and community operations. In doing so, each Commissioner shall act in accordance with this Code, the District's other

policies and procedures, and applicable laws, rules and regulations, including, but not limited to, Washington state law and the District's Bylaws. The Commissioners acknowledge that the purpose of Chapter 70.44 RCW, pursuant to which the District was formed, is to authorize the establishment of public hospital districts to own and operate hospitals and other health care facilities and to provide hospital and other health care services for the residents of such districts and other persons. The discharge of this responsibility requires the District to operate its hospital and other health care facilities in a competitive manner. Were it not to do so, the District could not compete with other private and public health care providers for patients, medical staff, executives and other critical operational support and would cease to be an economically viable entity notwithstanding the public support provided through tax levies against real property located within the District's boundaries.

V. Principles and Practices

A. In the performance of their official duties, Commissioners shall act ethically, in good faith, with integrity, with care, and in a manner they reasonably believe to be in the best interests of the public that is served by the District.

B. Commissioners shall not allow outside activities or personal financial or other interests to influence or appear to influence their ability to make objective decisions with respect to the District.

C. Commissioners shall conduct their official and personal affairs in such a manner as to give the clear impression that they cannot be improperly influenced in the performance of their official duties.

D. Commissioners in discharging their duties to the District shall use their best efforts to comply with all applicable laws, rules and regulations of federal, state and local governments and other regulatory agencies.

E. Commissioners shall not be beneficially interested, directly or indirectly, in any contract or transaction which may be made by, through or under the supervision of such Commissioner, in whole or in part, or which may be made for the benefit of their office, or accept, directly or indirectly, any compensation, gratuity or reward in connection with such contract or transaction from any other person beneficially interested therein, except to the extent permitted under applicable law. Should a Commissioner have a beneficial interest in any contract or transaction proposed for the District, such beneficial interest shall be disclosed to the Board, before the Board authorizes the District to enter into such contract or transaction. The existence of such conflict of interest shall be reflected in the official minutes of the Board. Any Commissioner having such a conflict of interest shall not vote when the matter is presented to the Board for approval. Moreover, such Commissioner shall not influence or attempt to influence any other Commissioner to enter into a contract or transaction in which such Commissioner has a beneficial interest.

F. At the time of a Commissioner's election, a Commissioner shall disclose in writing to the Board all personal or professional relationships that create, or have the appearance of creating, a conflict of interest with the District. Should any such personal or professional

relationships arise in the future, the Commissioner shall promptly disclose such relationships to the Board.

G. Commissioners shall not use their position to secure special privileges or exemptions for themselves or others.

H. Commissioners may not, directly or indirectly, give or receive or agree to give or receive any compensation, gift, reward, or gratuity from a third party for the Commissioners' services to the District or as to any contract or transaction between the District and any other party.

I. Commissioners shall not receive any compensation, remuneration, payments or distributions from the District for their services as Commissioners, except as and only to the extent permitted by applicable law.

J. Commissioners shall not accept employment or engage in any business or professional activity that could reasonably be expected to place them in a conflict of interest with the District or require or induce them, by reason of their new employment or engagement, to disclose confidential information acquired by the Commissioners by the reason of their office.

K. To the extent Commissioners obtain confidential information by reason of their office, they will not disclose such confidential information to others unless authorized to do so by the Board. For purposes of this paragraph "confidential information" means information that the Commissioners are required to treat as confidential under applicable law (whether such law is derived from statutes, regulations, case law, the District's charter documents, or otherwise). Information regarding the District not deemed confidential under applicable law may be shared by the Commissioners with others.

L. If Commissioners receive frequent inquiries from individuals or other persons requesting the disclosure of confidential information, Commissioners shall bring that information to the attention of the other Commissioners to allow the Board to determine if it wishes to adopt preventive measures to further protect the Board and District's legitimate interest in controlling access to its confidential information.

M. Commissioners shall not simultaneously hold any other incompatible office or position, including, but not limited to, another office or position (i) whose functions are inconsistent with the functions of a Commissioner for the District, or (ii) where the occupation of such other office or position is detrimental to the public interest.

N. Commissioners shall comply with all of the District's policies and procedures, including those applicable to District employees and medical staff generally, to the extent applicable to their services as Commissioners.

O. The Superintendent is, by statute, the District's chief administrative officer and, in such capacity, is responsible for the administration of the District. Accordingly, if Commissioners receive questions or concerns from employees, from members of the medical staff, or from the public concerning District operations, they shall promptly notify the

Superintendent and it shall be the responsibility of the Superintendent (or the Superintendent's designee) to respond on behalf of the District. Similarly, if third parties, such as third party payors, employee groups, real estate developers, or others, communicate with Commissioners regarding existing or proposed business or other relationships with the District, such matters shall promptly be referred to the Superintendent to take whatever action the Superintendent deems appropriate. The Superintendent shall be accountable to the full Board for follow-up on such items.

P. Commissioners shall fully cooperate with government investigators as required by applicable law. If a Commissioner encounters an investigator, or receives a subpoena, search warrant or other similar document, related to an investigation of the District, the Commissioner shall promptly give notice of such investigation to the Board.

Q. Commissioners shall not destroy or alter any information or documents in anticipation of, or in response to, a request for documents by any applicable governmental agency or from a court of competent jurisdiction.

R. The Commissioners are expected to prepare for, participate in, and attend all Board meetings. They should commit the time necessary to review all Board materials. The same level of participation is expected with respect to all Board committees, if any, to which the Commissioners are assigned. For purposes of the foregoing, "attend" shall mean that the Commissioner arrives at the Board meeting (or, if applicable, the Board committee meeting) on time and stays until the conclusion of the meeting.

S. Commissioners are expected to engage in robust, active discussions of the issues submitted to the Board for consideration in order to arrive at the most carefully considered decisions for the District. With this in mind, Commissioners must study all relevant information (including materials in Board packages), articulate clearly their personal views, be prepared to argue for and support their positions, and, when appropriate, question and challenge the views of others. Such deliberations should be conducted in a respectful manner in line with customary standards of civility and decorum.

T. Commissioners, when discussing District business, whether at Board meetings or elsewhere, are urged to adhere to the following standards: Commissioners should (i) be respectful of the views of other Commissioners and executives, even if such views are contrary to the Commissioners' personal opinions; (ii) not divulge confidential information regarding the District's affairs; (iii) not purport to represent the views of the Board, unless authorized to do so by the Board; and (iv) not intentionally misrepresent, demean or belittle positions taken by other Commissioners or District executives and, where appropriate, take all reasonable steps to ensure that a balanced presentation of competing points of view is given so as to promote common understanding of (rather than to foster a spirit of divisiveness with respect to) the issues before the Board and the various competing points of view taken by other Commissioners and District executives. Nothing in this Code is intended to limit any Commissioner's constitutionally-protected rights of free speech, nor is this Code to be construed so as to impair the ability of Commissioners to participate in ceremonial, representational or informational functions in the pursuit of their official duties.

U. Commissioners are publicly-elected officials. As a consequence, if incumbent Commissioners choose to run for re-election, they will of necessity be involved in campaign-related activities during the tenure of their service on the Board. Nothing in this Code of Ethics is intended to deprive such individuals of, or to inhibit or limit the lawful exercise of, the right to engage in customary re-election activities, including but not limited to seeking and securing endorsements, soliciting campaign contributions, distributing voter pamphlets and other campaign related materials, or making public appearances. They may solicit financial or other support for the community at large, hospital employees, medical staff members, nurses, and others, provided that the support comes from such persons when acting in their personal capacities, and not as representatives or employees of the District. All such support must be voluntary and may not be given or received with the expectation or understanding that the contributing individual will receive any consideration, privilege or benefit, directly or indirectly, from the District. Commissioners may not, claim, suggest or create the impression that their re-election is supported or endorsed by the District itself, nor may they use or gain access to the District financial resources to support their re-election campaign. They may however fully discharge their duties and responsibilities as Commissioners during the re-election campaign (as indeed they are obligated to do), and such activities are not wrongful.

V. Commissioners shall refrain from any illegal, unethical, or inappropriate conduct, whether or not specifically identified in this Code.

VI. General Standards of Conduct

Commissioners' compliance with the principles and practices of this Code will be subject to the following guidelines:

A. Commissioners will not be considered in violation of the ethical guidelines of the Code as long as they have acted in good faith, and in a manner they believed to be consistent with their obligations under Code.

B. To the extent that Commissioners receive advice from the District's legal counsel (consisting of in-house counsel or legal counsel engaged by the District), Commissioners may rely upon such advice in discharging their duties to the District. If Commissioners have in good faith relied upon such advice in conducting the District's business, such reliance will constitute a defense to charges that actions based upon such reliance violated the provisions of the Code.

C. Absent evidence of bad faith, inadvertent violations of the Code that do not adversely affect the District in a material way and that do not create private benefits in favor of the Commissioner or related parties will not constitute grounds for disciplining a Commissioner.

VII. Enforcement of Code

The Board is the body vested with the exclusive authority to enforce the provisions of the Code and to take disciplinary action against Commissioners for violations. As provided in Article VIII, the Board may, under certain circumstances, enlist the support of others to assist with fact finding and to make recommendations.

While members of the public may give the Board notice of alleged violations of the Code, they may not, except as qualified below, bring legal actions against Commissioners for alleged violations, whether such actions seek specific performance, damages or other forms of judicial relief. The Commissioners are not liable to members of the public for damages resulting from Code violations.

Notwithstanding the foregoing, if a Commissioner's misconduct constitutes official misconduct as to which a legal action may be brought by a member of the public, separate and apart from its constituting a violation of the Code, members of the public may pursue such matters, at law or in equity, in the same manner as they might otherwise have pursued such matters under then-existing law. Hence, as relates to members of the public, the Code does not, and is not intended to create, a basis for making claims or pursuing remedies that would not otherwise be available under existing law.

VIII. Reporting Procedures and Process

A. Any individual may advise the Board of an alleged violation of the Code by a Commissioner. To the extent feasible, any such notice should be given in writing and specify in reasonable detail the alleged misconduct.

B. The District will not take retribution or disciplinary action against any District employee who raises concerns or reports potential violations of the Code by a Commissioner, whether or not it is subsequently determined that there is a legal or factual basis to support such allegations. On the other hand, should members of the public allege official misconduct by Commissioners, and should such allegations not be supported either for factual or legal reasons, Commissioners may pursue such remedies as are available, at law or in equity, including but not limited to claims for libel or slander, against the parties wrongfully accusing the Commissioners of misconduct.

C. The Board shall review promptly, and in a prudent manner, allegations of Commissioner misconduct to determine whether there have been violations of the Code and what disciplinary action, if any, is appropriate. The processing of such allegations shall be under the direction of the Board's President, acting with the advice of counsel, and being subject to the other guidelines provided for in this Article VIII. If the Board's President is the subject of alleged misconduct, the responsibilities vested in the Board's President under the Code will pass to the next ranking officer (or, if none, the senior most member) of the Board who is not accused of the alleged Code violations.

D. The Board shall, from time to time, adopt procedures for investigating, handling, and resolving allegations of misconduct, subject to adopting reasonable procedures for:

(i) gathering information regarding the alleged misconduct, including but not limited to, accepting written submissions, hearing testimony, conducting hearings, undertaking fact finding, and soliciting information from experts;

(ii) the right of the accused to respond to the allegations and to be represented by counsel;

- (iii) the screening out of frivolous complaints; and
- (iv) the right of the public to observe such proceedings under the Open Public Meeting Act ("OPMA").

E. If the Board determines that a Commissioner has violated one or more of the provisions of the Code, the Board may give written or oral warnings, issue formal reprimands, or publicly censure the Commissioner for violating the Code. Such disciplinary action shall be recorded in the minutes of the Board's meetings and, as directed by the Board, be published in local newspapers, the District's communications with residents, or through other media. In those instances where the misconduct is of a serious nature, the Board may, after receiving legal advice from counsel, initiate legal action in a court of competent jurisdiction to remove such Commissioner from office.

F. Subject to the following guidelines, the Board may appoint one or more individuals to assist in fact-finding and/or making recommendations to the Board regarding allegations of Commissioner misconduct:

- (i) It will be left to the discretion of the Board to determine whether such a panel should be convened and to determine the scope of the responsibility given to such panel. The Board shall consider all facts and circumstances in making such determinations, including but not limited to the seriousness of the allegations, the history of the alleged misconduct – whether constituting an isolated incident or pattern of misconduct, the publicity surrounding the activities, the level of public interest, and whether and to what extent the public's interest might be advanced by enlisting the support of others outside of the Board. The Board's determinations regarding such matters will be final and binding. It is not expected that such panels would be convened to handle frivolous complaints or allegations regarding inadvertent or minor violations of the Code.

- (ii) If the Board elects to solicit outside support in processing allegations of Code violations, the Board's President, acting with the advice of legal counsel, shall appoint, on such basis as the Board's President deems appropriate, the individuals to serve on the advisory panel, which participants may be drawn from public officials or members of the local business community (such as members of the chambers of commerce) from those municipalities whose geographic boundaries fall primarily within the boundaries of the District. The size of the panel will be determined by the Board's President.

- (iii) The Board or, absent specific direction from the Board, the Board's President will establish the specific fact-finding and advisory responsibilities of the panel.

- (iv) If such a panel is constituted, the panel's activities will be subject to the public access requirements of the OPMA, to the extent required by OPMA.

- (v) The Board will, however, in all instances, retain ultimate decision making regarding whether the alleged misconduct constitutes a violation of the Code and whether

and to what extent to take disciplinary action against any Commissioner found to be in violation of the Code.

G. To the extent that alleged misconduct constitutes a violation of law, separate and apart from a violation of the Code, such misconduct may be referred to the county prosecuting attorney for action.

IX. Waiver

If a Commissioner believes that it is inappropriate to apply any of the provisions of this Code to such Commissioner, such Commissioner may submit to the Board a written request for a waiver from such provision. Such written request must be accompanied by a statement setting forth the reasons why the waiver should be granted under the circumstances. Such waiver shall be effective if approved by a majority vote of the Commissioners (excluding the requesting Commissioner). Furthermore, such waiver may be granted only if supported by legal advice from the District's in-house or outside legal advisors.

X. Review

The Board shall review this Code within six months of its initial adoption and thereafter on an annual basis, no later than March 1 of each year, to ensure compliance with all applicable laws, rules and regulations, and to ensure that the Commissioners are held to the highest standards of conduct and ethics. In connection with such review, the Board should discuss what, if any, amendments or revisions are necessary to improve the effectiveness of this Code.

XI. Amendments

This Code may be amended from time to time by the Board, if approved by a majority vote of all Commissioners, and any amendment must be disclosed as required by and in accordance with applicable laws, rules and regulations.

XII. Affirmation

Each Commissioner is responsible for reviewing, understanding, acknowledging and personally upholding this Code, and for familiarizing him or herself with the applicable detailed elements of the District's Corporate Compliance Plan and other policies and procedures. Each of the Commissioners shall certify that he or she has read, understands, is in compliance with and is not aware of any violations of this Code (i) upon the initial adoption of this Code; (ii) upon the adoption of any amendments to this Code; (iii) upon a Commissioner's election or re-election to office; and (iv) at the beginning of each fiscal year. Each such certification shall be made by the execution of the Receipt and Acknowledgement attached hereto as **Exhibit A.**

EXHIBIT A

PUBLIC HOSPITAL NO. XXX COUNTY, WASHINGTON

BOARD OF COMMISSIONERS CODE OF ETHICS

Receipt and Acknowledgement

I understand that each Commissioner is responsible for reviewing, understanding, acknowledging and personally upholding the Board of Commissioners Code of Ethics (as such may be amended from time to time, the "Code"), and for familiarizing him or herself with the applicable detailed elements of other policies and procedures.

By executing this Receipt and Acknowledgement, I hereby acknowledge that:

1. I have received and read a copy of the Code;
2. I understand the contents of the Code;
3. I have familiarized myself with the applicable detailed elements of the Code of Ethics applicable to all employees of XXX and other policies and procedures;
4. I affirm my commitment to and compliance with the standards and procedures set forth in the Code; and
5. I am not aware of any violations of the Code involving myself that occurred since the later of the adoption of the Code, the last time I executed and delivered a Receipt and Acknowledgement or the beginning of the last fiscal year that have not otherwise been reported in accordance with the procedures set forth in the Code.
6. I acknowledge that my execution of this Receipt and Acknowledgement has been requested by the Board of Commissioners as a part of the District's ongoing program to ensure compliance with the terms of the Code and that the District and the Board intended to rely upon the representations made herein.

Printed name: _____

Signature: _____

Date: _____

WHIDBEY ISLAND PUBLIC HOSPITAL DISTRICT

SAMPLE CALENDARS

It is highly recommended that all candidates for appointment to the Board of Commissioners seat review the provided Whidbey Island Public Hospital District's commissioner calendars. The role of a district Commissioner is not limited to once-monthly Board Meetings. Each Commissioner actively participates in at least two hospital district work groups/committees, and may need to attend meetings, gatherings, public events, community organizations, fundraisers, etc., as part of their role.

The following calendars are referential to help applicants understand the full commitment of what is required to be an active member of the Board.




Commissioner's **March 2025** Meeting Calendar

| MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY |
|--|--|---|---|---|
| 3 | 4 <u>Medical Staff Meeting</u> NOTE: VIRTUAL ONLY 7:00am - 8:30am Golder & Wallin POC: Heather Dickinson (360) 678-7656 ext. 5207 | 5 | 6 | 7 |
| 10 | 11 <u>Meeting with CEO</u> 12:00pm - 1:00pm Golder & Richardson POC: John Gleason (360) 678-5151 ext. 5208 | 12 | 13 | 14 |
| 17 <u>Meeting with CEO</u> 11:00am - 12:00pm Wallin & Rose POC: John Gleason (360) 678-5151 ext. 5208 | 18 <u>All Provider/Manager Meeting</u> 7:00am - 8:00am Golder & Rose POC: John Gleason (360) 678-5151 ext. 5208 <u>Board of Health</u> 1:00pm - 3:00pm Wallin & Rose POC: Teresa Till (360) 678-7888 | 19 | 20 <u>Document Control Committee</u> 9:30am - 10:30am Jouas & Rose POC: Shanna Harney-Bates (360) 678-7656 ext. 6304 <u>Meeting with CEO</u> 11:00am - 12:00pm Golder & Jouas POC: John Gleason (360) 678-5151 ext. 5208 | 21 <u>Medical Executive Committee</u> 7:00am - 8:30am Jouas & Golder POC: Heather Dickinson (360) 678-7656 ext. 5207 |
| 24 Nathan out of office | 25 Nathan out of office | 26 <u>Finance Committee Meeting</u> 7:00am - 8:00am Golder & Rose POC: John Gleason (360) 678-5151 ext. 5208 Nathan out of office | 27 <u>Quality Improvement Committee</u> 7:00am-8:30am Rose & Jouas POC: Shanna Harney-Bates (360) 678-7656 ext. 6304 <u>Board Meeting</u> 11:00am - 2:00pm All Commissioners POC: John Gleason (360) 678-5151 ext. 5208 Nathan out of office | 28 Nathan out of office |
| 31 | | | | |

Commissioner's **April 2025** Meeting Calendar

| MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY |
|--|--|---|---|---|
| | 1 <u>Medical Staff Meeting</u> 7:00am - 8:30am Golder & Wallin POC: Heather Dickinson (360) 678-7656 ext. 5207 Nathan out of office | 2 Nathan out of office | 3 Nathan out of office | 4 Nathan out of office |
| 7 Nathan out of office | 8 <u>Meeting with CEO</u> 12:00pm - 1:00pm Jouas & Richardson POC: John Gleason (360) 678-5151 ext. 5208 | 9 | 10 | 11 |
| 14 <u>Employee Appreciation Lunch</u> 11:30am - 2:00pm All Commissioners POC: John Gleason (360) 678-5151 ext. 5208 | 15 <u>All Provider/Manager Meeting</u> 7:00am - 8:00am Golder & Rose POC: John Gleason (360) 678-5151 ext. 5208 <u>Board of Health</u> 1:00pm - 3:00pm Wallin & Rose POC: Teresa Till (360) 678-7888 | 16 | 17 <u>Document Control Committee</u> 9:30am - 10:30am Jouas & Rose POC: Shanna Harney-Bates (360) 678-7656 ext. 6304 <u>Meeting with CEO</u> 11:00am - 12:00pm Golder POC: John Gleason (360) 678-5151 ext. 5208 | 18 <u>Medical Executive Committee</u> 7:00am - 8:30am Jouas & Golder POC: Heather Dickinson (360) 678-7656 ext. 5207 |
| 21 <u>Meeting with CEO</u> 11:00am - 12:00pm Wallin & Rose POC: John Gleason (360) 678-5151 ext. 5208 | 22 <u>Quarterly Compliance Committee</u> 10:30am - 12:30pm Wallin & Richardson POC: Shanna Harney-Bates (360) 678-7656 ext. 6304 | 23 <u>Finance Committee Meeting</u> 7:00am - 8:00am Golder & Rose POC: John Gleason (360) 678-5151 ext. 5208 | 24 <u>Quality Improvement Committee</u> 7:00am-8:30am Rose & Jouas POC: Shanna Harney-Bates (360) 678-7656 ext. 6304 <u>Board Meeting</u> 11:00am - 2:00pm All Commissioners POC: John Gleason (360) 678-5151 ext. 5208 | 25 |
| 28 | 29 | 30 | | |

Commissioner's **May 2025** Meeting Calendar

| MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY |
|--|---|---|--|---|
| | | | 1 | 2 |
| 5 | 6 <u>Medical Staff Meeting</u> 7:00am - 8:30am Golder & Wallin POC: Heather Dickinson (360) 678-7656 ext. 5207 | 7 | 8 | 9 |
| 12 | 13 <u>Meeting with CEO</u> 12:00pm - 1:00pm Jouas & Richardson POC: John Gleason (360) 678-5151 ext. 5208 | 14 | 15 <u>Document Control Committee</u> 9:30am - 10:30am Jouas POC: Shanna Harney-Bates (360) 678-7656 ext. 6304 | 16 <u>Medical Executive Committee</u> 7:00am - 8:30am Jouas & Golder POC: Heather Dickinson (360) 678-7656 ext. 5207 |
| 19 <u>Meeting with CEO</u> 11:00am - 12:00pm Wallin & Golder POC: John Gleason (360) 678-5151 ext. 5208 | 20 <u>All Provider Meeting</u> 7:00am - 8:00am Golder POC: John Gleason (360) 678-5151 ext. 5208 <u>Board of Health</u> 1:00pm - 3:00pm Wallin & Golder POC: Teresa Till (360) 678-7888 | 21 <u>Finance Committee Meeting</u> 7:00am - 8:00am Golder & Richardson POC: John Gleason (360) 678-5151 ext. 5208 | 22 <u>Quality Improvement Committee</u> 7:00am-8:30am Jouas POC: Shanna Harney-Bates (360) 678-7656 ext. 6304 <u>Board Meeting</u> 11:00am - 2:00pm All Commissioners POC: John Gleason (360) 678-5151 ext. 5208 | 23 |
| 26  | 27 | 28 | 29 | 30 |

WHIDBEY ISLAND PUBLIC HOSPITAL DISTRICT
ADDITIONAL CONSIDERATIONS

Nominating parties – please submit to WhidbeyHealth’s Administrative Chief of Staff, John Gleason. Upon receipt, the nomination will aggregate applicant information and present to the Board of Commissioners for appointment consideration.

Submit to: John Gleason; gleasj@whidbeyhealth.org

Subject: Board of Commissioner nomination

NOMINATION DEADLINE: June 13, 2025 at 5:00PM

Additional details are provided within this packet.

Nominations and all documents submitted will not be published publicly by the Board of Commissioners. Once a nomination is submitted for consideration, the nominee’s provided documentation is subject to a public records request in accordance with RCW 42.56.

