

Hospice of the Northwest  
**OPERATIONS COUNCIL MEETING**

April 22, 2024

Hospice of the Northwest  
227 Freeway Drive, Suite A  
Mount Vernon, WA  
9:30 – 11:00am

**Chairperson:** Jonathan Lyons      **Secretary:** Carol Hawk      **Recorder:** Jessica Enders

**Council Members:** Ted Brockmann, Carol Hawk, Jonathan Lyons, Danny Vera

**Participants:** Bob Laws

**Guests:** Scott Hylton, SAO; Kelley Rancourt, Clark Nuber; Kim Fuller, Clark Nuber

***-Compassion and Dignity Every Moment of Life-***

**AGENDA**

- I. 09:30 am Call to Order
  - 1. Review March 25, 2024 minutes
    - a. Motion required
  
- II. 09:35 am 2023 Financial Statements Exit Conference – Clark Nuber
  
- III. 10:05 am Monthly Operating Review
  - 1. March 2024
  - 2. Approve check register for March, 2024
    - a. Motion required
  
- IV. 10:30 am Executive Director Report
  - 1. Certificate of Need Update
  - 2. EMR Update
  - 3. Building Lease update
  - 4. Staffing Report
  
- V. 11:00 am Adjourn

**Attachments:**

- 1. March 25, 2024 Minutes
- 2. March check register
- 3. March financials
- 4. April MOR
- 5. April 2024 FTE budget vs. actual
- 6. SRH Productivity Report