

BOARD OF COMMISSIONERS' MEETING

"To strengthen the health and well-being of our community through partnership and trust."

AGENDA

Call to Order

Page(s)

Nancy Giddings

Quorum Established Nancy Giddings Review, Amend, Accept Agenda Nancy Giddings Introduction of Board, District Employees and Guests Nancy Giddings Items listed under the consent agenda are considered routine board matters and will be approved by a single motion of the Board without separate discussion. If separate discussion is desired, that item will be removed from the consent agenda and placed on the regular business agenda. Approval of Consent Agenda **ACTION** Nancy Giddings 3-4 Minutes 11/29/22 Board Meeting Approval of Warrants Financial Write-Off Report Correspondence Nancy Giddings **Public Comments** Nancy Giddings **EHR Report** Karen Quinnell Safety Update Adam Volluz Compliance Report Spencer Hargett Department Spotlight Chi Pak **CNO Report** Mike Martinoli Quality Improvement Mike Martinoli 5 COO Debbie DeCorde 6 Medical Staff Report Richard Garcia, MD

CEO/CFO Report

Jennifer Reed

Nancy Giddings

7-17

Old Business

Board QI Project

- Facility Update/Master Plan
- Health Foundation
- Strategic Planning
- Pharmacy
- Airport update

Board Representative Reports

Finance

Quality Improvement

· Compliance/Risk Management

Medical Staff

Credentialing

Ron Bacon/Sarah Krausse Jody Jannot/DiAnne Lundgren Ron Bacon/Sarah Krausse Nancy Giddings/DiAnne Lundgren DiAnne Lundgren/Nancy Giddings

 Request to approve Courtesy Medical Staff privileges by proxy for Integra Imaging provider: Michael Bayona, MD

EMS

Nancy Giddings

New Business

Nancy Giddings

Holiday schedule for clinic & admin offices

CEO Evaluation

Executive Session (if needed)

Nancy Giddings

Open Session

Nancy Giddings

Adjournment

Nancy Giddings

Board meetings are usually the fourth Tuesday of each month at 10:30 a.m. unless otherwise posted.

The Public is encouraged to attend; Handicap access is available.

Next regularly scheduled meeting is Tuesday January 24, 2023 @ 10:30 am in the HUB Conference Room



BOARD OF COMMISSIONERS' MEETING November 29, 2022

CALL TO ORDER: Board Chair Nancy Giddings called the meeting of the Board of Commissioners to order at 10:39 am, on November 29, 2022 in the HUB Conference Room and via zoom. Commissioners in attendance were Nancy Giddings, Ronald Bacon, Sarah Krausse and DiAnne Lundgren. Jody Jannot was excused. Jennifer Reed, CEO/CFO; Mike Martinoli, CNO; Debbie DeCorde, COO; James Davidson, IT Manager; Karen Quinnell, Informaticist, and Lacy Sharbono, HR Coordinator were present.

GUESTS: Via Zoom - Gloria Gomez

QUORUM ESTABLISHED: A quorum was present.

REVIEW, AMEND, ACCEPT AGENDA: A motion was made by Bacon and seconded by Lundgren to accept the agenda as written. The motion passed unanimously.

APPROVAL OF CONSENT AGENDA: A motion was made by Lundgren and seconded by Bacon to accept the consent agenda. The motion passed unanimously.

CORRESPONDENCE: Giddings read a few thank you notes from some community members.

PUBLIC COMMENTS: None

EHR REPORT: Quinnell gave update with Gloria with Meditech.

COMPLIANCE REPORT: Hargett gave his compliance report.

COO: DeCorde reviewed her attached report. DeCorde went over the October HR Analytics. She also presented the Board with Drug Store numbers for Saturdays. The Board has agreed to have the Saturday hours decreased and they will close at 4:00pm. There will be communication to the community prior to this change.

CNO REPORT: Martinoli reviewed his attached report.

QI REPORT: Martinoli reviewed his QI report.

MEDICAL STAFF REPORT: Reed gave Dr. Garcia's report.

CEO & CFO REPORT: Reed reviewed her attached report.

FINANCIAL REPORT: Reed reviewed the September financials.

The Board noted that on the agenda the Budget Public Review had 2021 not 2023.

2023 BUDGET PUBLIC REVIEW: Reed reviewed the 2023 Budget.

- A motion to approve the 2023 Levy Resolution 2022#13 was made by Krausse and seconded by Bacon. The motion passed unanimously.
- A motion to approve the Levy Certification was made by Krausse and seconded by Bacon. The motion passed unanimously.
- A motion to approve the 2023 Klondike Hills Budget Resolution 2022#14 was made by Krausse and seconded by Bacon. The motion passed unanimously.
- A motion to approve the 2023 Hospital Budget Resolution 2022#15 was made by Krausse and seconded by Bacon. The motion passed unanimously.
- A motion was to approve the 2023 Pharmacy Budget Resolution 2022#16 was made by Krausse and seconded by Bacon. The motion passed unanimously.

OLD BUSINESS:

- Board QI Project: Rescheduled to the January nursing meeting.
- · Facility Update: Given in CEO report.
- Health Foundation: New officers elected.
- Strategic Planning: Continuing.
- Pharmacy: Given in COO report.
- Airport update: No update.

BOARD REPRESENTATIVE REPORTS:

- Finance: No Board concerns.
- Quality Improvement: No Board concerns.
- Compliance/Risk Management: No Board concerns.
- Medical Staff: No Board concerns.
- Credentialing: None
- EMS: No Board concerns.

NEW BUSINESS: No new business			
EXECUTIVE SESSION: Executive Session	on was ca	lled at 2:31 pm regarding RCW 42.30.1	10(1) (g)
OPEN SESSION resumed at 2:46 pm. No action taken.			
ADJOURNMENT: As there was no furthe	r business	the meeting was adjourned at 2:46 pm.	
Nancy Giddings, Chair	Date	DiAnne Lundgren, Secretary	Date
Lacy Sharbono, Recording Secretary	Date		



TO: Ferry County Public Hospital District #1 Board of Commissioners

FROM: Mike Martinoli, Chief Nursing Officer

MEETING DATE: December 22nd, 2022

SUBJECT: Nursing Department Report As of, December 19th 2022 To be the employer of choice. To develop and support a culturally diverse, competent, motivated and productive workforce. To recruit and retain highly competent staff to meet the District's patient and resident needs. Priority recruitment needs include noc RN and NAC's to remain fully staffed for winter. CNO was trained as a Handle of Care Instructor and excited to help develop the district program for de-escalation education. NM plans to train next year. The topic of workplace violence prevention and district support will remain a talking and action point within the department. Annual skills and competency day for the Nursing team was a success! Engagement and teamwork from all staff was very strong. The topic of continuous learning experiences will be promoted within our department. To lead the community that improves community health status and access to care. To provide quality healthcare that Quality can be defined, measured and published. To enforce and invest in a pervasive culture of safety. Quarterly and year end Quality Improvement Committee report to be delivered. Re-introduction to the District PFAC and discussion about plans for 2023 year. All Nursing staff have been educated about the purpose of safety event reporting via QMM database, the QI Committee, and introduced to a Just Culture of Safety. Planning for district wide education this upcoming year. To provide an environment in which patients, families, providers and employees are highly satisfied. To provide an Service experience for patients that exceeds expectations in all areas of the District. To identify areas for improvement. November ED Volume: 209 patients and 8 transfers. November Endoscopy Volume: 17 procedures Skilled Swing Bed Volume: 45 days Patient transfer delays are the regular with extended wait lists noted at tertiary hospitals. CNO continues to support ED Provider staff with communication and advocacy efforts to maximize operational efficiency. The upcoming community education newspaper article will focus on air transport education and promotion of dual Airlift NW/Lifeflight memberships. To be financially viable, to support advancing the mission and vision. To be operationally efficient. To offer value to Financial payer and consumers. A budget purchase this month included an advanced acute care bed with an alternating air mattress and additional features that will increase our ability to care for bariatric patients, advanced wound care needs, and high acuity bedbound inpatient/skilled swing bed patients. To be the healthcare provider choice for our community. To identify service growth areas. To market service Growth programs to community and constituents. CNO completed a 5 day training for SANE program development in Seattle. Our district now has 4

RN's trained with more passionate to train next year. Planning to initiate community education

Relationship building with surrounding hospital district leaders is underway with goals to support one another during times of high capacity. CNO will meet with Mid Valley Hospital Interim CNO this week. Actively receiving skilled swing bed referrals from Okanogan County at this time.

about free/confidential services available for victims of sexual assault and strangulation.



To: Ferry County Public Hospital District #1 Board of Commissioners

From: Debbie DeCorde

Meeting Date: December 22, 2022

Subject: COO Report

As of December 15, 2022

People

To be the employer of choice. To develop and support a culturally diverse, competent, motivated and productive workforce. To recruit and retain highly competent staff to meet the District's patient and resident needs.

- Employee statistics for the month of November includes 7 positions filled; 5 new hires and 2 internal transfers. Total Employees: 160 = Ferry County Health 140, Klondike Hills 9, and Republic Drug Store 11. We had 5 exits; 4 of which were resignations, one of which is due to temporary relocation with intent to reapply.
- Graphs will be handed out supporting a discussion of HR metrics. BambooHR went Live on Monday, December 19th and this month's reports are created via our new HRIS.
- District-wide compensation analysis is being reviewed with Administration. Washington state minimum wage increases to \$15.74 (+\$1.25) and takes effect January 1, 2023. We remain the state with the highest minimum wage rate.

Quality

To lead the community that improves community health status and access to care. To provide quality healthcare that can be defined, measured and published. To enforce and invest in a pervasive culture of safety.

- Quality Improvement Projects; Republic Drug Store, (RDS) and Republic Medical Center (RMC) updates. Creating a community feedback focus group for RMC modeled after the RMC session.
- Patient Experience is being improved in the Republic Medical Clinic with the addition of Susie Bell, the locum NP who is here for at least 6 months.
- Temporary staffing solutions being considered while implementing work flow efficiencies at the Medical Clinic.

Service

To provide an environment in which patients, families, providers and employees are highly satisfied. To provide an experience for patients that exceeds expectations in all areas of the District. To identify areas for improvement.

- Employee Engagement Project. The Task Force continues meeting and will be submitting
 suggestions for an action plan, (including goals with the expectation of moving the survey needle
 in areas specifically identified). Their completion goal is just after the holidays. Participation is
 robust and the Executive Team looks forward to reviewing the Task Force's summary. They will
 meet again in 6 months to evaluate progress noted as well as needed.
- The Lab is experiencing supply chain issues intermittently. Supplies can be on backorder for a few
 weeks up to a couple of months. They do their best with alternate supplies and suppliers, and
 continue to try to provide un-interrupted service for our community.
 - At home tests the lab has a supply of at home Covid antigen tests available for staff or community members with a goal of always having in inventory.

Financial

To be financially viable, to support advancing the mission and vision. To be operationally efficient. To offer value to payer and consumers.

- The Clinic saw a total 707 patients (this includes 36 nurse -only appts). Providers saw a total of 671 patients (up three from Oct), of those 143 were walk-ins. Once again walk-ins were 21% of the total patients seen in November.
- The Physical Therapy Department saw 436 patients in November (compared to the 455 patients in October). This is a decrease of 19 patients.
- The wait list for Rehab in Republic is down to 17 and Curlew is at 32. We will be adding a treatment room to the Curlew Clinic.

Growth

• The Republic Drug Store's Saturday hours will be 9 am – 4 pm effective January 7, 2023. To be the healthcare provider choice for our community. To identify service growth areas. To market service programs to community and constituents.

In the last month, the Laboratory ran 135 4-Plex tests (Covid, Flu A, Flu B, and RSV) and 55 standalone Covid tests. This was an increase in testing volumes compared to previous months. Flu A is currently the most common strain seen among patients.

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TO: Ferry County Public Hospital District #1 Board of Commissioners

MEETING DATE: December 22, 2022

FROM: Jennifer Reed Subject: CEO/CFO Report

Statement of Values

- 1. Quality/Safety: by constantly holding ourselves to a higher standard.
- 2. Integrity: through honesty and respect.
- 3. Compassion: by providing a nurturing and caring environment.
- 4. Stewardship: by utilizing our resources to their highest and best purpose.
- 5. Teamwork: by working together in a culture that promotes excellence.

People

To be the employer of choice. To develop and support a culturally diverse, competent, motivated and productive workforce. To recruit and retain highly competent staff to meet the District's patient and resident needs.

- Workforce Issues. We currently have 14 open, listed positions and more nursing. This is an
 ongoing issue that we aim to address a bit in the next year. Some of our options and
 solutions surround long term solutions such as workforce training, both in house and at the
 schools, and short term solutions such as collaboration and utilizing telehealth.
- Still working toward filling Laura's spot. Upped the salary range, posting in different locations, and also working to be creative with the solution with telehealth, and networking efforts. Will be working with other organizations to identify our role in the wider mental health story.
- We are in active campaign for third party representation but have not heard back from the PERC office to let us know what the group is. There is question about who they want to represent. We sent our thinking around this and are awaiting the decision.
- Meeting quarterly with providers and am enjoying getting their input and getting to know them.
- Working with surrounding organizations and hospitals to optimize the training that they
 provide, and filling in gaps between us.
- Working on employee engagement by addressing the employee survey, both as an ET and
 also with a focus group of concerned employees. We will be pushing out the results, along
 with the pending initiatives to address concerns very quickly. Employees want to know that
 we're doing something with it, and our goal is to increase both participation and also
 response. This will address both culture and also communication.

Quality

To lead the community that improves community health status and access to care. To provide quality healthcare that can be defined, measured and published. To enforce and invest in a pervasive culture of safety.

- Working on QI projects with the team that are meaningful and show collaboration.
- Having a mock survey with Washington Hospital Services January 10, to spotlight
 opportunities to get "ready for business" in the facility. This is facility only.
- Working on reporting, and the measurement for improvement in the QMM reporting.

Service

- Working to get a safety survey for our facility, to identify vulnerabilities in safety in order to address in the next year.
- Emergency room doors will finally get installed on the 3rd of January.

To provide an environment in which patients, families, providers and employees are highly satisfied. To provide an experience for patients that exceeds expectations in all areas of the District. To identify areas for improvement.

- Swing bed program grant. Mike working hard on this, pulling teams together.
- Working to get the logistics and paperwork together for the opening at Curlew.
- Expanding services at Curlew Rehab to address the wait list times.
- Community Paramedicine program (Integrated Mobile Health) next phase of planning to be an implementation plan to be written with all stakeholders. Dr. Artzis and Nurse John are beginning to plan the piece about cooperation with providers, and how the documentation will be handled.

Financial

To be financially viable, to support advancing the mission and vision. To be operationally efficient. To offer value to payer and consumers.

- We had a loss in November, but a great month at the drugstore.
- Revenue cycle is working hard to bring AR down, increase collections and get coding to 3
 days. They have presented an option of hiring temporary offshore workers to get it caught
 up, and I am awaiting some privacy and logistics information around doing this. I have told
 them not permanent but I would consider very limited temporary help.
- Collaborative will be focusing on one insurance payer at a time in the next year to collectively resolve payment issues and concerns.
- Master Facility Plan. We have experienced some delays from the surveyors, but they are working through it. Master plan will most likely be ready for presentation in March. This is just basic locations, so the real work will start when the budget is complete and we have a target financial number.
- No new news on the airport, other than we have identified the source of payment for a
 weather station. We will work closely with all to make sure that the county does this right,
 for us, from the start.
- Pushing the Charge master audit to first quarter, so that the Meditech CDM can be reviewed.

Ferry County Public Hospital District #1 Financial Statements Month Ending November 30, 2022



Ferry County Public Hospital District No. 1

doing business as

Ferry County Memorial Hospital

Combined Income Statement: Hospital, Klondike Hills and Republic Drug Store

Year to Date November 30, 2022

	Ortober	200000000000000000000000000000000000000	W. of Grove Day	5	Dan
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Operating revenue:					
Gross patient service revenue	2,570,096	2,293,059	\$ %88	25,800,178	
Drug Store gross revenue	297,468	301,050	12% \$	3,271,195	
Contractual allowances and provisions for uncollectible					
accounts	(1,044,464)	(1,265,851)	\$ %64-	(10,582,347)	-36%
Patient service revenue - (Net contractual allowances)	1,823,101	1,328,258	51% \$	18,608,124	64%
Bad debt expense	5,713	59,725	2% \$	183,035	1%
Other operating revenue	64,424	62,096	2% \$	602,709	2%
Total operating revenue	1,893,239	1,450,078	\$ %95	19,393,868	%19
Operating expenses:					
Salaries and wages	821,273	788,860	30% \$	8,195,404	28%
Employee benefits	182,983	180,419	\$ %1	1,930,982	7%
Professional fees	180,158	84,310	3% \$	1,683,398	%9
Supplies	206,774	115,895	4% \$	1,343,497	2%
Purchased services - Utilities	22,487	22,591	1% \$	262,657	1%
Purchased services - Other	141,731	103,946	4% \$	1,492,658	2%
Pharmacy Drugs	158,400	103,521	4% \$	1,795,593	%9
Drug Store Retail	10,766	8,902	\$ %0	106,209	%0
Insurance	10,807	4,414	\$ %0	122,081	%0
Other	52,744	57,409	2% \$	448,807	2%
Rent	21,214	21,006	1% \$	233,331	1%
Amortization	3,663	3,663	\$ %0	40,292	%0
Depreciation	77,301	77,301	3% \$	833,347	3%
Total operating expenses	1,890,301	1,572,238	\$ %69	18,488,255	64%
Gain (loss) from operations	2,938	(122,160)	\$ %5-	905,613	3%
Nonoperating revenues (expenses):					
Property taxes	29,681	29,648	1% \$	352,921	1%
Interest earnings	•	•	\$ %0	7,238	9%0
Interest expense	(3,651)	(3,551)		(44,468)	%0
Grants and donations	•	1,000	\$ %0	21,286	%0
Other	25,795	23,154	1% \$	285,439	1%
Total nonoperating revenues (expenses) - Net	51,825	50,251	2% \$	622,416	2%
Increase (decrease) in net nosition	\$ 54.764 \$	(71.909)	-3% -3%	1.528.029	2%

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Ferry County Public Hospital District No. 1 doing business as

Ferry County Memorial Hospital

Republic Drug Store Income Statement Year to Date November 30, 2022

Operating revenue: Pharmacy revenue - (Allowances)		269,460	272,475	91%	2,973,250	
Retail Revenue		28,008	28,575	%6	297,945	
Total operating revenue	\$	297,468 \$	301,050	100% \$	\$ 3,271,195	
Operating expenses:		262 66	200	inc		
Employee benefits		9,234	12,385	4%	96,099	
Utilities		4,147	1,339		19,308	
Pharmacy Drugs		158,400	103,521	34%	1,795,593	
Retail		10,766	8,902	3%	106,209	
Supplies		3,061	221	%0	14,531	
Purchased services- Other		2,338	2,574	1%	25,670	
Taxes and Licences		3,776	3,799	1%	39,952	
Advertising		144	288	%0	1,608	
Professional Fees		3,980	5,393	2%	182,580	
Other		1,304	945	%0	23,892	
Amortization		3,663	3,663	1%	40,292	
Depreciation		1,250	1,250	%0	13,755	
Total operating expenses	\$	234,699 \$	181,262	\$ %09	\$ 2,698,035	
Gain (loss) from operations		62,768	119,788	40%	573,160	
Nonoperating revenues (expenses):						
Grants and Donations		•	1	%0	•	
Interest Expense		(941)	(910)		(11,840)	
Interest earnings			1	%0	,	-
Total nonoperating revenues (expenses) - Net	\$	(941) \$	(910)	\$ %0	(11,840)	
Increase (decrease) in net position	·s	61,828 \$	118,878	21% \$	\$ 561,320	17%

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Ferry County Public Hospital District No. 1 doing business as

Ferry County Memorial Hospital

Balance Sheet (Combined Statement of Net Position: Hospital, Klondike Hills and Republic Drug Store) Year to Date November 30, 2022

	Y	TD Balances		ΓD Balances
Assets		October		November
Current assets:				
Cash and cash equivalents	\$	7,083,759	\$	7,041,282
Receivables:				
Gross AR		5,685,973	\$	5,637,360
Contractual allowance		(2,085,363)		(2,047,375)
Patient AR - Net		3,880,599		3,993,232
Taxes		35,448		19,216
Estimated third-party payor settlements		-		-
Other		98,832		18,071
Inventories		483,614		479,588
Prepaid expenses		165,289		178,151
Total current assets	\$	11,747,541	\$	11,729,540
Noncurrent cash and cash equivalents:				
Restricted cash & cash equivalent, USDA reserve		-		-
Internally designated cash and cash equip, funded depreciation			***************************************	otherwise and the second secon
Total noncurrent assets limited as to use				-
Capital assets:				
Nondepreciable capital assets	\$	27,282	\$	27,282
Depreciable capital assets - Net of accumulated depreciation	*	6,547,908	7	6,466,944
Construction in Progress		435,267		518,711
Total capital assets	\$	7,010,458	\$	7,012,938
TOTAL ASSETS	\$	18,757,999	\$	18,742,478

Ferry County Public Hospital District No. 1 doing business as Ferry County Memorial Hospital

Balance Sheet (Combined Statement of Net Position: Hospital, Klondike Hills and Republic Drug Store) Year to Date November 30, 2022

	Υ	TD Balances	Υ	TD Balances
Liabilities and Net Position		October		November
Current liabilities:				
Current maturities - Long term debt	\$	102,328	\$	51,015
Current maturities - Capital lease obligations	*	22,367	7	22,815
Accounts payable		625,984		493,204
Warrants payable		-		133,201
Sales Tax Payable		3,776		3,799
Patient trust		500		500
Payroll and related expenses		479,166		538,832
Accrued vacation		423,721		435,379
Unearned tax revenue		(16,380)		13,413
Accrued interest payable		(20,500)		20,420
CARES ACT FEDERAL FUNDING		612,864		588,962
Estimated third-party payor settlements		(7,977)		156,967
Total current liabilities	\$	2,246,349	\$	2,304,885
Noncurrent liabilities:				
Long term debt	\$	2,132,946	\$	2,132,946
Capital lease obligations - Less current portion		22,722		20,574
Total noncurrent liabilities		2,155,669	-	2,153,521
Total liabilities	\$	4,402,018	\$	4,458,406
Net position:				
Invested in capital assets	\$	4,294,826	Ś	4,266,877
Restricted expendables	Ψ	,,25 ,,020	~	-,,200,077
Unrestricted		10,061,155		10,017,195
Total net position	\$	14,355,981	\$	14,284,072
TOTAL LIABILITIES AND NET POSITION	\$	18,757,999	\$	18,742,478

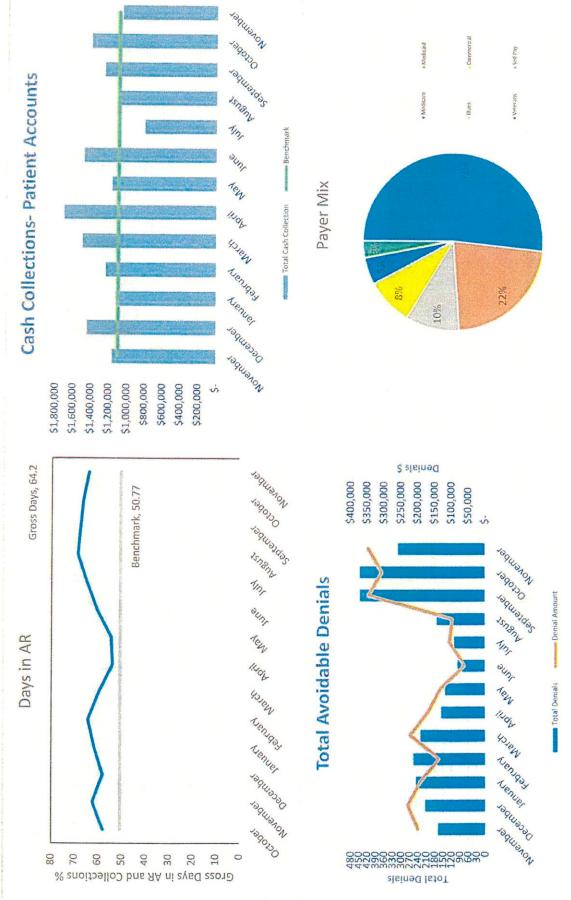
FINANCE DASHBOARD
Ferry County Public Hospital District #1
November 30, 2022

		U	Current Month	:h		
Stats	Cui	Current Total	Target	Pri	Prior Year	
1 Acute Care Patient Days	•	16		16		16
2 Skilled Swing Bed Patient Days	•	46		38		107
3 Non-Skilled Long Term Care Patient Days	0	289		362		209
4 Observation/Short Stay Hours	•	240		197		211
5 Admissions	()	4		9		4
6 Average Length of Stay (ALOS)	•	3.24		4.00		2.70
7 Outpatient # Visits	•	1025		832		863
8 ED # Visits	•	209		143		124
9 Emergency Admit to Inpatient		1.44%		2.80%		2.00%
10 Procedures/Treatment #Patients	0	17		20		13
11 Republic Clinic #Visits	0	823		877		699
12 Physical Therapy Treatments	•	1209		863		1063
13 Imaging Visits	•	383		350		369
14 Lab # Billable Tests	•	2587		2268		2309
Profitability						
14 Revenue Deductions % of Gross Revenue	③	49%		30%		37%
15 Salaries % Gross Patient Revenue		30%		45%		33%
16 Benefits % of Salary Expense	•	22%		76%		31%
17 Bad Debt % Gross Patient Revenue		2.6%		1.78%		2.30%
18 Charity % Gross Patient Revenue	•	0.4%		1%		0.27%
19 Total Salary Expense	\$ O	788,860	\$	\$ 000,000		599,825
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Key

- Meets or exceeds budget/target
- Does not meet budget/target expectations by 5% or less
- Does not meet budget/target expectations by greater than 5%

2022 Revenue Cycle

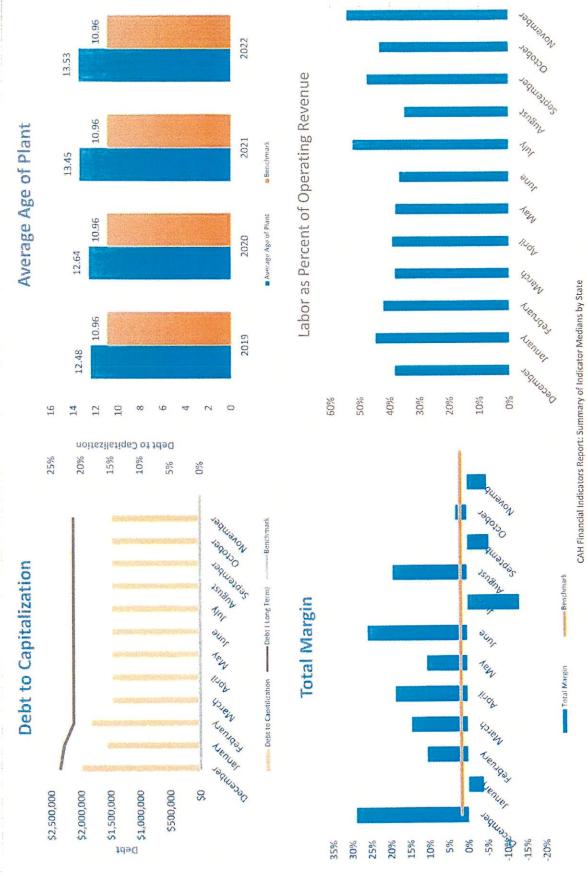


2022 Financial



CAH Financial Indicators Report: Summary of Indicator Medians by State https://3izjstox04m3j7cty2rs9yh9-wpengine.netdna-ssl.com/wp-content/uploads/2019/04/StateMediansReport_2019_v3.pdf

2022 Liquidity



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