

MASON COUNTY PUBLIC HOSPITAL DISTRICT #2
MEETING MINUTES OF 4/22/2008
NORTH MASON SCHOOL DISTRICT BOARD ROOM
BELFAIR, WA 98528

Meeting called to order @ 1903 (7:03 PM)

Members in attendance: Mr. Herb Gerhardt, President; Mr. Ray Stutz, Secretary; Ms. Kaye Massie, Treasurer; Mrs. Peggy VanBuskirk; Mr. Bev Wendell; Dr. Wallace Volz, Advisor to the Board

Visitors in attendance: Mr. Douglas Coover, Harrison Hospital; Ms. Valerie McLeod; Mr. Gerry Morrow, KMAS

Approved agenda as amended (agenda attached)

Public Comments included a presentation by Mr. Douglas Coover, Director of Campus Design & Construction for Harrison Medical Center. Mr. Coover revealed concept drawings with a corresponding property map of the proposed clinic design. We were informed that signage, displaying the final concept designs, will be placed on the property as well as in businesses throughout Belfair and the surrounding area. It was disclosed that the current plan is to have the Belfair Campus up and open for patients by sometime in March of 2009. Ground breaking is yet to be scheduled.

Approved the meeting minutes for 3/11/2008 & 3/25/2008

Correspondence:

- A bill was received from Don Black, of Ogden Murphy Wallace, P.L.L.C., for the month of March, 2008, for the sum of \$784.00. The sum total owed this firm is now at \$3,556.00.
- Received from the Washington Department of Revenue, a letter that included our new UBI number.

Treasurer's Report: As stated above in correspondence.

Commissioner's Reports:

- Treasurer received a report on State Legislative Actions, some of which may pertain to PHD2.
- There is to be a raise in the stipend we are allowed to receive, starting in July of this year; more details forthcoming.
- Received a booklet from the AWPB on Statutorily Required Board Actions by Resolution, revised April 12, 2008.
- No progress on the drawings of the official district seal.

Committee Reports:

- The approval of the site plan is yet to be approved; drawings are in the final stage of completion.
- The Line Of Credit (LOC) negotiations with Harrison Medical Center are still ongoing. The County Treasurer is required to approve the document 30 days prior to LOC taking affect; the time limit can be waved by the Treasurer.
- The Mason County Board of Health meeting was attended by Commissioners Herb Gerhardt, and Kaye Massie. The Women, Infants & Children (WIC) program was discussed. Currently, the North Mason program is being subsidized by MCPHD#1, which will come to an end on 31 December 2008. Further discussion by the board is required. The next meeting of the Health Board will be on Monday, 5 May, 2008, in Olympia, WA.

- Commissioner, Mr. Bev Wendell, discussed the Mason Transit Authority Board, and how they conduct their meetings. The next meeting will take place on Tuesday, 13 May, 2008 @ 1600 (4:00 PM).
- Commissioners Herb Gerhardt, and Kaye Massie, spent time with the County Auditor discussing our Finances, funding, budget, payroll, and audit needs and requirements; much was learned from the discussion.
- Commissioners Peggy VanBuskirk and Kaye Massie presented the latest draft of the proposed District Bylaws for the Boards perusal, comments and, hopefully, final approval.
- Extensive discussion was had on the proposed “Superintendent (Administrator) Job Description” document, with a motion made by Mr. Bev Wendell, and seconded, to name the document as “A Summary of the RCWs pertaining to the duties of a Superintendent (Administrator)”; this motion was tabled until the next scheduled meeting when discussion and decision will be made.
- Dr. Wallace Volz, Advisor to the Board, summarized his dealings with Mr. Jim Chesmore, an insurance consultant/broker, and the three (3) quotes received thus far. Further discussion with Mr. Chesmore is required by the Insurance Committee before a recommendation can be made.

Old Business:

- The Kruegers have filed for initial building permits and septic permits for the Harrison Clinic, Belfair Campus, which will house the Primary Care & Urgent Care Clinic MCPHD#2 contracted for with Harrison Medical Center.
- As reported earlier in the meeting, the Board is in receipt of our U.B.I. & L & I numbers, along with Employment Security information.
- Commissioner Kaye Massie has arranged for the Commissioners to tour the campuses of Harrison Medical Center, Port Orchard, Silverdale, Bremerton, and the Cardiac Center in Bremerton. The Commissioners will meet at the Port Orchard Campus @ 1200 (Noon), 28 May, and travel together to the other facilities via a van provided by Harrison Medical Center.

New Business:

- Discussion was had on the procedures necessary for the hiring of a Superintendent. A motion was made by Commissioner Ray Stutz and seconded, that the Board hire Dr. Wallace Volz for Superintendent, with a monthly salary of \$2,000.00. The motion passed unanimously. As required, this is the first of two (2) required announcements before a resolution to the effect can be voted on.

For the Good of the Order:

- Commissioner Ray Stutz announced the upcoming luncheon of the North Mason Chamber of Commerce on Wednesday, 23 April 2008 @ 1130 (11:30 AM) at the Theler Center. Further discussion was had on the benefits of the Board becoming members of the North Mason Chamber of Commerce. Dr. Volz will look into the Board becoming members and report back to the Board for its consideration.

The next scheduled meeting will be Tuesday, 27 May 2008 @ 1900 (7:00 PM) at the North Mason School District Board Room.

Meeting adjourned @ 2100 (9:00PM)

Respectfully Submitted by

Raymond A. Stutz,
Commissioner, Secretary

MASON COUNTY PUBLIC HOSPITAL DISTRICT #2
 POB 1626, Belfair, WA 98528
 REGULAR MEETING OF THE BOARD OF COMMISSIONERS
 Tuesday April 22, 2008 at 7:00 PM
 North Mason School District Board Room in Belfair
AGENDA

1. CALL TO ORDER Reminder that meetings are voice recorded.
There will be no interaction with the public during our meetings unless the Board President requests specific input from an individual. Public comments are called for in Item 4 and have been moved up so those wishing to comment are not required to stay for the whole meeting..
2. COMMISSIONER ROLL CALL and RECORD of GUEST ATTENDANCE (Ray)
3. APPROVAL OF AGENDA ITEMS
4. PUBLIC COMMENT PERIOD: (5 Min Max/person, 15 min total.
Comments ONLY, no discussions. Must be courteous or will be asked to stop and leave).
5. Approval of Minutes of Previous Meeting (3/11/08 joint, 3/25/08)
6. CORRESPONDENCE (New since last meeting):
 - a. Bill from Don Black for March. Don spent/billed us for an additional 2.8 Hrs (\$784) for contract negotiation work. (Total outstanding now \$3,556).
 - b. Letter from WA Dept of Revenue with our UBI number.
7. TREASURER'S REPORT (Kaye)
8. COMMISSIONER REPORTS
9. COMMITTEE REPORTS (Existing):
 - a. Harrison Contract Negotiations: (Herb/Ray/Wally Volz)
Done except for plans approval.
 - b. Harrison LOC Negotiations: (Herb/Ray/Wally Volz)
 - c. Mason County Board of Health Board: Kay (Peggy), report on today's meeting.
Next meeting 5/27, 3:30 PM.
 - d. Mason Transit Authority Board: Bev report on 4/8 meeting.
Next meeting 5/13, 4:00 PM
 - e. Finance/Funding/Budget/Payroll/Audit: (Kaye/Herb/Wally)
 - f. Bylaws and Ethics Policy: (Peggy/Kaye)
 - g. Superintendent Duties/Job Description, etc.: (Wally/Kaye/Peggy).
 - h. Insurance (Liability, Directors & L&I): (Wally/Herb/Kaye)
 - i. Seal: (Ray)
10. OLD BUSINESS:
 - a. Harrison Clinic Belfair Campus: Krueger's have filed for initial building permits and septic permits for Primary and Urgent Care Clinic w/3600 sq ft to be leased.
 - b. UBI#, L&I and Employment Security info update. (Kaye)
 - c. Kay to set up tour of Harrison Hospital, Silverdale Clinic and Pt Orchard Clinic.
11. NEW BUSINESS:
 - a. Superintendent hiring.
 - b. Adopt Bylaws.
12. MISCELLANEOUS ITEMS
13. GOOD OF THE ORDER/ANNOUNCEMENTS
14. NEXT SCHEDULED MEETING
Tuesday, May 27 at 7 PM at NMSD Board Room.
15. FINAL COMMISSIONER COMMENTS
16. ADJOURN