

**MASON COUNTY PUBLIC HOSPITAL DISTRICT #2**

**MEETING MINUTES JUNE 23, 2009  
HARRISON BELFAIR MEDICAL CLINIC CONFERENCE ROOM  
BELFAIR, WA 98528**

**CALL TO ORDER:**

Meeting called to order at 7:02 PM

**MEMBERS IN ATTENDANCE:**

Mr. Herb Gerhardt, President; Mr. Ray Stutz, Secretary; Ms. Kaye Massie, Financial Officer; Mrs. Peggy VanBuskirk; Mr. Bev Wendell; Dr. Wallace Volz, Superintendent; Sandy Robertson, Recording Secretary (excused absence)

**GUESTS IN ATTENDANCE:**

Ross Gallagher, Rhonda Brown, Tom Kruse, Gary Crieburger, Leon Smith, Linda Thompson, Charles Tilton, Louann Sears-Bean, Mary Van Court

**APPROVAL OF AGENDA ITEMS:**

Item 7 b. Census added.

The agenda was approved as amended. Original Copy of agenda attached.

**HIPPA Training by Charles (Butch) Tilton, Director of Corporate Compliance, Harrison Medical Center**

Main Points: Hipa violations are serious business.

We are not to discuss with anyone any personal information we may see or hear when we are in the clinic without the consent of the patient. We are held personally responsible if we disclose personal information without authorization. Criminal charges can be filed.

We are to inform Harrison if we overhear information being discussed that is not a topic to be discussed in open public areas. The US Government considers it to be a breach in the patient's privacy and we are required to report such discussions.

**APPROVAL OF PREVIOUS MEETINGS MINUTES:**

5/26/09 Meeting minutes approved as written.

**PUBLIC COMMENT PERIOD:**

Ross Gallagher, County Commissioner: Gave brief status report of the county.

A budget revision was recently done and the county will still end up in the red.

The county will continue to fund the local Sheriff.

They are continuing to reorganize their staffing.

**CORRESPONDENCE:**

A) Phone call from Jeff Carey, Allyn Association President

The call was in regards to annexing the Allyn area. The Allyn association wants a public meeting tentatively scheduled for either June 29 or June 30. They are requesting that both MCPHD1 and MCPHD2 attend the meeting. It will be a town hall meeting where the public can ask questions. Herb is planning to attend. MCPHD2 is remaining neutral.

B) Census

The form does not really apply to us but we were still required to submit it. Herb filled out the form and gave the secretary a copy.

## FINANCIAL OFFICER REPORT:

- Balance as of June 1 was \$196,897.24
- The following amounts are estimates: Voucher for June is \$118,000 leaving a balance of \$78,000. The July voucher will be \$2,000 leaving a balance of \$76,000

## COMMISSIONER REPORTS AND MEETING SCHEDULES:

- The North Mason Chamber of Commerce, Mason Community Voice, Mason Matters, Fire District 2, Mason County Fair, Sheriff and CAC meetings are scheduled meetings where more than 2 board members may be in attendance.

## COMMITTEE REPORTS:

- **Mason County Board of Health : Peggy VanBuskirk**
  - ❖ Swine flu (H1N1) has more cases showing up in rural areas mainly effecting young children. There will be a vaccine for it but not in the upcoming fall vaccine. It will be a separate 2 part vaccine.
  - ❖ Budget cuts were again discussed.
  - ❖ Smoke-Free housing is available in Mason county
  - ❖ Presentation on Nurse Family Partnership Program. Peggy had additional information on the program
  - ❖ Department Ecology Grants
- **Mason Transit Authority Board : Bev Wendell**
  - ❖ Park and Ride is still under consideration. No location has been decided on.
- **Mason Matters: Ray Stutz, Peggy VanBuskirk**
  - ❖ Neither Ray nor Peggy has been able to attend their regular meeting. The last meeting Ray attended was at the dental clinic.

## OLD BUSINESS:

- a.) Clinic Discussion.

Tom Kruse shared some statistics.  
Harrisons fiscal year is 5/1-4/30. The budget is for 16,000 urgent care visits and 17,200 primary care visits per year.  
Currently there is a 2 month wait for a new patient visit in primary care. Harrison is actively recruiting 2 additional physicians.  
Harrison is generally pleased with the clinic operations.
- b.) Monthly Harrison meeting

Several of the Harrison employees introduced themselves and explained their positions.  
Gary Crieburger : Administrator for Harrison Health Partners.  
Louann Sears-Bean: Director of Urgent Care  
Mary Van Court will be leaving current position and hopes to get back into patient care.  
Leon Smith: Director of Security and Transportation.  
Linda Thompson: Operations Manager.
- c.) Harrison First half payment & LOC loan repayment made

Both payments have been made.
- d.) Badge Pictures

There is a delay but they will be available soon
- e.) Meeting Location Signs

Rhonda Brown will be providing a sandwich board with meeting information on it.
- f.) Theler brick for District Report

Brick has been paid for.
- g.) Re-election of Peggy's seat.

Peggy has filed for re-election and no one has filed against her.
- h.) Rhonda Brown Letter of Appreciation

The letter will be presented on June26.

- i.) Pat Ballsmith & Paige Hansen Letters of Appreciation  
Letters were presented today.
- j. County Treasurer funds transfer Report  
No funds have been transferred since the last meeting
- k) Sign Current Vouchers  
Voucher was signed

**NEW BUSINESS:**

- a. Harrison Contact Procedures  
Rhonda is the contact person for the commissioners. If a commissioner has a concern they are to express it to the superintendent. The president and the superintendent will discuss it and they will contact Rhonda.
- b. Harrison Complaint Procedures  
The procedure was handed out and it is to be reviewed and discussed at the next meeting.
- c. Additional Harrison comments?  
none
- d. Office Computer Discussion (Open Office?)  
Harrison has provided a computer for our district office. The free software Open Office will be downloaded. A motion carried to purchase a multi-function printer not to exceed \$500.00.
- e. How to handle News Releases  
If any commissioner has information they would like to have printed in the news, they are to put it in writing and present it to the board for approval.

**MISCELLANEOUS ITEMS:**

The last Chamber After Hours was a good event.

**GOOD OF THE ORDER / ANNOUNCEMENTS:**

- a. NM Chamber Luncheon is on 6/24/09. Lunch is 1130 to 1300 and costs \$10.

**NEXT SCHEDULED MEETING:**

Tuesday, July 28 at 7PM at Harrison Belfair Clinic Conference Room.

**FINAL COMMISSIONER COMMENTS:**

None

**ADJOURN:**

Meeting adjourned at 9 :04 pm

**Respectfully submitted by,**



*Electronically Signed*

**Raymond A. Stutz,  
Commissioner, Secretary**

MASON COUNTY PUBLIC HOSPITAL DISTRICT #2  
POB 1626, Belfair, WA 98528 (360-275-2517)  
REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
Tuesday June 23, 2009 at 7:00 PM  
Harrison Belfair Clinic Conference Room

## 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.
2. COMMISSIONER ROLL CALL and RECORD of GUEST ATTENDANCE   (Ray)
3. APPROVAL OF AGENDA ITEMS
4. HIPPA Training by Butch Tilton, Director of Corporate Compliance, Harrison Medical Center.
5. Approval of Minutes of Previous Meeting (5/26/09)
6. General 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).
7. CORRESPONDENCE (New since last meeting):
  - a. Phone call from Jeff Carey, Allyn Association President.
8. FINANCIAL OFFICER REPORT (Wally/Kaye)
9. COMMISSIONER REPORTS and Meeting schedules for next month where more than two commissioners will be present.
10. COMMITTEE REPORTS (Existing):
  - a. Mason County Board of Health Board           (Peggy, report on last meeting)
  - b. Mason Transit Authority Board               (Bev report on last meeting)
  - c. Mason Matters                                       (Ray/Peggy)

11. OLD BUSINESS:
  - a. Clinic Discussion. (Herb/Tom)
  - b. Monthly Harrison meeting. (Wally/Herb)
  - c. Harrison First half payment & LOC loan repayment Made (Wally)
  - d. Badge Pictures (Leon Smith)
  - e. Meeting Location Signs (Herb)
  - f. Theler brick for District Report (Herb)
  - g. Re-election of Peggy's seat. (Herb)
  - h. Rhonda Brown Letter of Appreciation (Ray)
  - i. Pat Ballsmith & Paige Hansen Letters of Appreciation (Wally)
  - j. County Treasurer funds transfer Report (Wally/Kaye)
  - k. Sign Current Vouchers (Wally for Kaye)
  
12. NEW BUSINESS:
  - a. Harrison Contact Procedure (Wally/Herb)
  - b. Harrison Complaint Procedure (Wally/Herb)
  - c. Additional Harrison Comments? (Tom and Staff)
  - d. Office Computer Discussion (Open Office?) (Herb/Wally)
  - e. How to handle News Releases (Ray/Herb/Wally)
  
13. MISCELLANEOUS ITEMS
  
14. GOOD OF THE ORDER/ANNOUNCEMENTS
  - a. NM Chamber Luncheon tomorrow. Lunch is 1130 to 1300 and costs \$10.
  
15. NEXT SCHEDULED MEETING
 

Tuesday, July 28 at 7 PM at Harrison Belfair Clinic Conference Room.
  
16. FINAL COMMISSIONER COMMENTS
  
17. ADJOURN