

MASON COUNTY PUBLIC HOSPITAL DISTRICT #2  
MEETING MINUTES OCTOBER 27, 2009  
HARRISON BELFAIR CLINIC CONFERENCE ROOM  
BELFAIR, WA 98528

CALL TO ORDER:

Meeting called to order at 7:03 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;  
Ms. Sandy Robertson, Recording Secretary

GUESTS IN ATTENDANCE:

Valerie McLeod

APPROVAL OF AGENDA ITEMS:

Agenda approved as presented

APPROVAL OF PREVIOUS MEETINGS MINUTES

The meeting minutes for 9/22/09 were approved as presented.

The minutes correctly reflect what was presented at the meeting but some of the information given was incorrect or incomplete. Corrected information is listed under Financial Officer Report.

PUBLIC BUDGET HEARING and PUBLIC COMMENTS ON BUDGET:

The public was notified of this meeting. The meeting was announced for two consecutive weeks in the Belfair Herald, 2 consecutive issues in North Mason Life and one week on KMAS radio.

The proposed budget for 2010 was presented.

Valerie McLeod had a comment on the line item 561.00 49 0010 Reserve/Misc. Expense.

She felt the amount listed was high and it might be beneficial to list Reserve amounts and Misc. Expense amounts on separate line items.

The reserve amount is high at this time due to not having to pay Harrison from January 1, 2009 until the clinic opened in April, 2009.

GENERAL PUBLIC COMMENT PERIOD:

Valerie McLeod stated it is very hard for her to not be able to comment during the meeting.

Herb stated that if a hand is raised he may elect to allow comments during the meeting outside the public comment period.

CORRESPONDENCE:

1) Letter from the Chamber of Commerce regarding By-Laws.

The Chamber is requesting approving and signing the By-Law changes---excluding name change. It was suggested that each commissioner review the by-law on the Chambers website. A vote will be taken at our next meeting whether or not to approve the proposed by-laws.

2) E-Mail form AWPHD

The e-mail is asking if we have health coverage for our board of commissioners and if so from which company. They are trying to find some lower cost coverage for their board.

The email has already been answered, "We do not currently provide health care coverage for our board".

3) Office of the Treasurer

Pat Ballsmith is informing all Junior Taxing Districts that as of September 30, 2009 Bank of America will no longer be accepting payroll taxes using the coupons we have been using the past.

We will need to acquire a pin #. We have received our Pin #

and we are working with the County to get the payroll taxes deposited correctly.

#### SUPERINTENDENT REPORT

1) The State Auditor office requires certain information be given to them on an annual basis. Our information was sent prior to the deadline of May 15, 2009 by Ray & Kaye without board discussion in order to meet the required deadline.

Review of Suggestions from state auditor.

- a) Make sure voucher amounts and warrant #'s are listed in the minutes.
- b) Make sure no district business is discussed at community meetings where 3 or more commissioners are present. This needs to be stated in the minutes.
- c) Public Notification of Budget Meeting needs to be in the newspaper 2 consecutive weeks prior to the meeting.

2) Dr. Volz was grateful for the opportunity to attend the AWPHD meeting that was held in Seattle on October 14, 2009. It gave him the opportunity to understand his position better as well as network with others.

3) Packets of material will be assembled prior to each upcoming board meeting. It will contain information pertaining to that monthly meeting. They will be available 4 to 5 days prior to the meeting. Each board member is to retrieve and review the information prior to the meeting.

#### FINANCIAL OFFICER REPORT

¢ The correct amount for the September vouchers is \$5088.18. This amount was corrected by the County.

¢ October voucher is \$3412.18 and includes 10 warrants.

Additional information is noted under Old business, Item K.

¢ As of September 30, 2009 the balance in the ....010 account was \$67,623.53 ....015 account was \$104,288.73

¢ It was requested to have the financial officer give each commissioner a written quarterly report of income and expenses.

#### COMMISSIONER REPORTS AND MEETING SCHEDULES:

¢ The North Mason Chamber of Commerce, Chamber After Hours, North Mason Community Voice, Mason Matters, Fire District 2, Fire District Budget Hearing, Sheriff, and CAC meetings are scheduled meetings where more than 2 board members may be in attendance.

No PHD 2 business is to be discussed between commissioners at any of these meetings.

#### COMMITTEE REPORTS:

¢ Mason County Board of Health : Peggy VanBuskirk

H1N1 was the main topic. Most prevalent in children and pregnant women, but it is still possible to contract the disease if you are over age 50. Most cases of "flu" are the N1H1 strain. Limited amount of doses are available.

Discussed the Dental clinic and gave some stats on number of patients served.

They reviewed the Community Report Card draft. Most of the data it has is about 2 years old. Even though they have met many of the criteria in many areas, there is still room for improvement.

Public Health messages will be placed on busses.

¢ Mason Matters: Ray Stutz, Peggy VanBuskirk

By-Laws are changing to reflect what they are evolving into.

They are working on the consolidation of resources available in Mason County.

¢ Mason Transit Authority Board : Bev Wendell

The fueling station at the Johns Prairie Road transit station should be operational within a few days. The MTA is still looking for land in the Belfair area for a proposed Park & Ride lot.

OLD BUSINESS:

a.) Clinic Discussion. Badge Update

New pictures were taken tonight and the badges should be available within a day or two.

b.) Monthly Harrison Meeting Report

Peggy, Herb, Dr. Volz, Linda Thompson, Louann Bean, and Meg Becker attended the meeting.

Clinic Stats were presented. These will be e-mailed to each commissioner.

Some signage issues were discussed.

New Nurse Practitioner for Primary care has been hired and should be starting in Nov.

c.) Harrison Complaint Reports

There was a verbal concern but nothing has been presented in writing.

d.) Superintendent Review Form Update

It is still a work in progress. It was recommended to remove this item from the monthly agenda until further notice.

e.) Office Computer / Supplies Discussion

It has been recommended to purchase a new laptop computer for the District.

Motion approved to investigate and possibly purchase a new laptop not to exceed \$1500.

f.) AWP/PHD Association Oct 14 Meeting Report

Was covered under Superintendent Report.

g.) Excel Training Report Update

Kaye and Dr. Volz retook the Excel training at no additional charge.

h.) District phone number in North Mason Life

North Mason Life has been contacted and given the correct phone numbers.

i.) Bel Air Herald meeting schedule listing

Dr. Volz will check into the listing.

j.) 2009/2010 Budget Discussion/Approval

No additional comments

Motion carried to approve the 2010 Budget.

Resolution 2009-0006 approving and adopting the 2010 budget was signed.

k.) Sign Current Vouchers

Voucher was approved and signed.

The following voucher/warrants are approved for payment.

Voucher (warrants includes expenses and payroll) numbers: 156 through 165 totaling \$ 3412.18

NEW BUSINESS:

a. State Audit of District by Lucky Bradley status

Covered under Superintendent Report

b. Next PHD 1 Meeting on Thursday, December 17

Peggy and Dr. Volz will be attending this meeting. Minutes from MCPHD 1 monthly meeting are e-mailed to MCPHD2. Kaye requested that all commissioners be emailed copies of PHD-1minutes (past and future) that have been received.

c. Minutes Discussion

The minutes can only reflect what information was presented at the meeting. Any correction of inaccurately presented information is to be done at the following meeting.

MISCELLANEOUS ITEMS

a. Officer Elections at December 22 Meeting

We will send out a notice to people, who are currently receiving a copy of our minutes, asking them if wish to continue receiving them.

GOOD OF THE ORDER / ANNOUNCEMENTS

NM Chamber Luncheon is tomorrow at Theler from 1130 to 1300 and costs \$10. Gary Chandler from the Association of Washington Business will be the speaker.

NEXT SCHEDULED MEETING

Tuesday, November 24 at 7 PM at Harrison Bel fair Clinic Conference Room

FINAL COMMISSIONER COMMENTS

None

ADJOURN

Meeting adjourned at 9:25pm

Respectfully submitted by,  
Raymond A. Stutz, Commissioner, Secretary

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MASON COUNTY PUBLIC HOSPITAL DISTRICT #2  
POB 1626, Bel fair, WA 98528 (360-275-2517)  
REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
Tuesday October 27, 2009 at 7:00 PM  
Harrison Bel fair 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. Approval of Minutes of Previous Meeting (9/22/09)
5. PUBLIC BUDGET HEARING and Public Comments on Budget
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.
8. SUPERINTENDENT REPORT (Wal ly)
9. FINANCIAL OFFICER REPORT (Wal ly/Kaye)
10. COMMISSIONER REPORTS and Meeting schedules for next month where more than two commissioners will be present. No PHD 2 business will be discussed between commissioners at these meetings.
11. COMMITTEE REPORTS (Existing):
  - a. Mason County Board of Health Board (Peggy, report on last meeting)
  - b. Mason Matters (Ray/Peggy)
  - c. Mason Transit Authority Board (Bev report on last meeting)
12. OLD BUSINESS:
  - a. Clinic Discussion. Badge update (Herb/Wal ly/ Leon )
  - b. Monthly Harrison Meeting Report. (Wal ly/Herb/Peggy)
  - c. Harrison Complaint Reports (Wal ly)
  - d. Superintendent Review Form Update (Ray)

- e. Office Computer/Supplies Discussion (Wally)
  - f. WAPHD Association Oct 14 Meeting Report (Wally)
  - g. Excel Training Report Update (Wally/Kaye)
  - h. District phone number in North Mason Life. (Herb)
  - i. Bel fair Herald meeting schedule listing (Wally/Kaye)
  - j. 2009/2010 Budget Discussion/Approval (Wally/Kaye)
  - k. Sign Current Vouchers (Wally/Kaye)
13. NEW BUSINESS:
- a. State Audit of District by Lucky Bradley status (Wally)
  - b. Next PHD 1 Meeting on Thursday, December 17 (Herb)
  - c. Minutes Discussion (Herb/Wally)
14. MISCELLANEOUS ITEMS
- a. Officer Elections at December 22 Meeting
15. GOOD OF THE ORDER/ANNOUNCEMENTS
- NM Chamber Luncheon is tomorrow at Theler from 1130 to 1300 and costs \$10. Gary Chandler from the Association of Washington Business, will be the speaker.
16. NEXT SCHEDULED MEETING
- Tuesday, November 24 at 7 PM at Harrison Bel fair Clinic Conference Room.
17. FINAL COMMISSIONER COMMENTS
18. ADJOURN