

**MASON COUNTY PUBLIC HOSPITAL DISTRICT #2
MEETING MINUTES DECEMBER 22, 2009
HARRISON BELFAIR CLINIC CONFERENCE ROOM
BELFAIR, WA 98528**

CALL TO ORDER:

Meeting called to order at 7:01 PM

MEMBERS IN ATTENDANCE:

Mr. Herb Gerhardt, President; Ms. Kaye Massie, Financial Officer; Mrs. Peggy VanBuskirk;
Mr. Bev Wendell; Dr. Wallace Volz, Superintendent;
Ms. Sandy Robertson, Recording Secretary
Excused Absence: Mr. Ray Stutz, Secretary

GUESTS IN ATTENDANCE:

Valerie McLeod

APPROVAL OF AGENDA ITEMS:

Items added. New Business: Moved initial item c (action on compensation increase) to item d
New item c: executive session
Agenda approved as amended.

APPROVAL OF PREVIOUS MEETINGS MINUTES

The meeting minutes for 11/24/09 were approved as presented.

GENERAL PUBLIC COMMENT PERIOD:

No Public comments

CORRESPONDENCE:

Herb had a comment: Any letters that are received at the District Post Office Address, regardless whose name is on the letter, be opened, read by the Superintendent in order to be sure they are responded to on a timely basis.

- 1) Letter of 12/3 from Mason County Auditor informing PHD2 that our charges for the November election are \$1,861.52, which will automatically be deducted from our account.
- 2) Info letter Mason County Auditor informing PHD2 of the election dates for 2010.
- 3) Note from Ray Stutz regarding our 2010 officer elections. Ray is requesting officers keep their present positions, but if there is a proposed change, his will go along with the majority.
- 4) There will be no NM chamber meeting tomorrow.

SUPERINTENDENT REPORT

- 1) PHD1 Meeting Report
Dr. Volz, Peggy and Herb attended a meeting with Shelton General Hospital. The main topic of discussion was the Mason County Board of Health "Health Care" Report. The goal is to get involved with PHD1 to help improved the health of the community. The discussion focused on several areas: Oral Health, Overweight/Obesity, Immunizations, and Access to Care.
- 2) Marge Beery, current Superintendent of Point Roberts, contacted Dr. Volz to inform him that they will be getting a new superintendent in May 2010.
- 3) AWPHD will be holding their retreat for Administrators in May. It will be in Vancouver, WA

- 4) Dr, Volz attended a meeting at Olympic College on Health Care in Washington State and the Nation. Also in attendance were State Representatives and Senators as well as representatives from several districts.
- 5) Dr. Volz has drafted a preliminary Mission Statement. A copy will be mailed to each commissioner so they can add their ideas to it.
- 6) At the last meeting Tom Kruse was asking for our helping in putting on a Luncheon to show appreciation to the Belfair Clinic Staff. Dr. Volz was asking if that was still something the commissioners wanted to do. The answer was yes, but at this time it is not known what the extent of help requested is.
- 7) We may have 2 speakers over the next several meetings. One is Lydia Buchheit and another is one of the Urgent care Doctors.

FINANCIAL OFFICER REPORT

- Kaye gave a handout that summarized the expenditures and revenue for 2009.
- As of 12/15/09 the balance in the010 account was \$59,715.52
This account will be eliminated as of 1/1/10
- As of 11/30/09 the balance in the015 account was \$102,020.98

COMMISSIONER REPORTS AND MEETING SCHEDULES:

- North Mason Community Voice, CAC, Fire District 2 and Sheriff 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**
 - ❖ No meeting today, it was cancelled.
- **Mason Matters: Ray Stutz, Peggy VanBuskirk**
 - ❖ A meeting was held in Shelton to discuss overlap of services and how to combine services.
 - ❖ The goal is to have fewer meetings but more action.
- **Mason Transit Authority Board : Bev Wendell**
 - ❖ The MTA is still looking for land in the Belfair area for a proposed Park & Ride lot.
 - ❖ The Maintenance Facility has starting pumping fuel.
 - ❖ Ridership is still up.

OLD BUSINESS:

- a.) Clinic Discussion.
As noted earlier under Superintendent Report, Tom Kruse asking for help with luncheon. Dr. Volz will get further information from Tom.
- b.) Monthly Harrison Meeting Report
No meeting today. Dr. Volz and Kay will be attending the meeting in January 2010.
- c.) Harrison Complaint Reports
No complaints.
- d.) Office Computer / Supplies / Software Update
A computer and software (Microsoft Home and Student) have been ordered.
- e.) District Note Cards Samples
Samples will be available at the next meeting.
- f.) Belfair Herald meeting schedule listing
No listing was in the last issue, but the new editor guarantees it will be in the next issue.

g.) Sign Current Vouchers

Voucher was approved and signed.

The following voucher/warrants are approved for payment.

Voucher (warrants includes expenses and payroll)

Numbers: 177 through 190 totaling \$4,302.06

NEW BUSINESS:

a. Officer Elections

Motioned carried to retain each commissioner in their current positions.

b. Harrison Clinic Name Change Letter

Motioned carried to approve Name Change. Letter of approval was read and signed.

c. **EXECUTIVE SESSION**

During the Executive session only the Superintendent and Commissioners were present. No action was taken during the Executive Session

d. Discussion and action on compensation increase for Accountant and Recording Secretary

Motion carried to increase the compensation for both the Accountant and Recording Secretary effective January 1, 2010. The Accountant compensation increased to \$120.00 per month. The Recording Secretary compensation increased to \$120.00 per meeting. The Accountant and Recording Secretary Positions continue to be contract employees.

MISCELLANEOUS ITEMS

- a. Peggy attended a League of Women's Voters meeting. An upcoming meeting will be held at Theler.

GOOD OF THE ORDER / ANNOUNCEMENTS

No NM Chamber luncheon tomorrow
Herb got a 2- point buck.

NEXT SCHEDULED MEETING

Tuesday, January 26 at 7 PM at Harrison Belfair Clinic Conference Room

FINAL COMMISSIONER COMMENTS

None

ADJOURN

Meeting adjourned at 8:31 pm



Electronically Signed

Respectfully submitted by,

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 December 22, 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. Approval of Minutes of Previous Meeting (11/24/09)
5. 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).
6. CORRESPONDENCE (New since last meeting):
 - a. Letter of 12/3/09 from Mason County Auditor informing PHD 2 that our charges for the November election are \$1,861.52 which will automatically be deducted from our account.
 - b. Info letter from MC Auditor informing PHD 2 of the election dates for 2010.
 - c. Note from Ray Stutz regarding our 2010 officer elections.
7. SUPERINTENDENT REPORT (Wally)
 1. PHD 1 Meeting Report
8. FINANCIAL OFFICER REPORT (Wally/Kaye)
9. 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.
10. 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)

11. OLD BUSINESS:
 - a. Clinic Discussion. (Herb/Wally)
 - b. Monthly Harrison Meeting Report. No meeting in December
 - c. Harrison Complaint Reports (Wally)
 - d. Office Computer/Supplies/Software Update (Wally)
 - e. District Note Cards Samples (Wally)
 - f. Belfair Herald meeting schedule listing (Wally/Kaye)
 - g. Sign Current Vouchers (Wally/Kaye)

12. NEW BUSINESS:
 - a. Officer Elections (Herb)
 - b. Harrison Clinic Name Change Letter (Rhonda/Wally)
 - c. Discussion and action on compensation increase for Accountant and Recording Secretary (Wally)

13. MISCELLANEOUS ITEMS
 - a.

14. GOOD OF THE ORDER/ANNOUNCEMENTS
NM Chamber Luncheon is tomorrow at Theler from 1130 to 1300 and costs \$10.

15. NEXT SCHEDULED MEETING
Tuesday, January 26 at 7 PM at Harrison Belfair Clinic Conference Room.

16. FINAL COMMISSIONER COMMENTS

17. ADJOURN