

**MASON COUNTY PUBLIC HOSPITAL DISTRICT #2
MEETING MINUTES AUGUST 24, 2010
HARRISON BELFAIR CLINIC CONFERENCE ROOM
BELFAIR, WA 98528**

CALL TO ORDER:

Meeting called to order at 7:00 pm

MEMBERS IN ATTENDANCE:

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

GUESTS IN ATTENDANCE:

Liz Corliss-Clark, Monna Haugen, Linnie Griffin, Lee Swoboda, Mary Swoboda, Rhonda Brown,
Luann Bean, Tom Kruse

APPROVAL OF AGENDA ITEMS:

Agenda approved as presented

APPROVAL OF PREVIOUS MEETINGS MINUTES

The meeting minutes for 7/27/2010 were approved as presented.

GENERAL PUBLIC COMMENT PERIOD:

Linnie Griffin liked the postcard she received from Harrison.

GUEST SPEAKER:

- 1.) Monna Haugen on Good for Kids Backpack Program
Liz Corliss-Clark from the NM Coalition of Churches & Community spoke for Monna Haugen. She explained the Backpack program and asked for financial and/or product support from the district.
- 2.) Tom Kruse stated that Harrison would match any funds approved for the backpack program by MCHD2 up to \$2700.00
- 3.) Tom Kruse /Rhonda Brown spoke about a requested contract change. They are asking to modify the contract to read a Licensed Provider (instead of a Physician) will be on site during all hours the Urgent Care clinic is open.

Motion to accept the change was seconded and carried 4-1.

CORRESPONDENCE:

- 1.) A newsletter was received from Worksource.

SUPERINTENDENT REPORT (Wally is recuperating from resent surgery)

No report.

COMMISSIONER REPORTS AND MEETING SCHEDULES:

- Superior Court Hearing, MC Sheriff Training, Ham Radio picnic, MC Commissioners meeting, North Mason Community Voice, NM Chamber After Hours, NM Chamber meeting, Fire District 2, PHD meeting, Water District 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:

- Deferred committee reports due to length of tonight's meeting.

OLD BUSINESS:

- a.) Clinic Discussion. (Ray & Herb attended today's meeting with Harrison)
 - 1.) Main discussion point was the contract change proposal.
 - 2.) Lack of financial information from Harrison.
 - 3.) Several complaints were forwarded to Harrison.
 - 4.) Some vaccines were stored at incorrect temperatures at the clinic. A letter was sent out to those who received the vaccines to come in and get revaccinated at no charge.
- b.) 911 Phone signage (Authorized up to 1k)
Discussion deferred.
- c.) Tote Bags (Authorized up to \$1k for 500 bags)
75 bags were delivered to WIC. Rhonda Brown handed out about 25 at the Taste of Hood Canal.
- d.) Drug Disposal Boxes and Security Camera (Approved up to \$2000.00)
Boxes should be installed Mid-September.
- e.) Open Public Meeting Act and Conflict of Interest/Ethics Training
Discussion deferred.
- f.) Auditing Agent Letter Revision
Letter listing Ray as alternate Auditing Agent had been signed outside of a public meeting.
- g.) District Web Page Discussion (Lee Swoboda)
Lee presented his proposal for setting up and maintaining a web site for MCPHD2. Motion to approve proposal to set up and maintain Web site was seconded and approved 4-1.
- h.) Proposed By-Laws Change
No further discussion.
- i.) Budget Discussion on 2010/2011 Budgets (Need to finalize during September meeting)
Herb agreed to help Kaye with the budget since Dr.Volz is still recovering.

NEW BUSINESS:

- a.) Discussion on signing documents outside of meetings
A letter was signed outside of the Public meeting. Most of the commissioners felt it had been an emergency and the letter was in line with previous discussions that had taken place in a public meeting. In the future it is requested to call an emergency meeting if a letter needs to be signed before a regular public meeting.
- b.) New Staples Account (MRSC comments- Herb)
Motion to open a Business account was seconded and approved. MRSC stated that such an account does not need to go out for bids.

- c. Flower Approval
Flowers were sent to Wally and Pam Volz. Motion to approve the cost of \$68.29 was seconded and approved.
- d. Financial Report/Current Voucher Discussion/Approval /Signatures
Balance as of 7/31/10 was \$289,528.49
Vouchers 1008001 thru 1008012 in the amount of \$6,324.79 were approved and signed.
Motion to go back to Qwest phone service was seconded and approved.
- e. Who should respond to AWPHD requests?
The Superintendent should respond. If the Superintendent is unavailable the President will respond. Any commissioner should send their comments to the President.
- f. Proposed By-Laws change
Under Old Business
- g. Skate Park Discussion
The funds are covered for this year. Additional funds may be required for next year.
- h. Backpack program
Motion to provide \$5000.00 was seconded and approved unanimously.
- i. Harrison Contract Change Request on UC Physician.
Discussed and acted upon under Guest Speaker.

MISCELLANEOUS ITEMS

- a. PHD 1 & 2 Joint Meeting on Sept 23 @ 3 pm at MGH

EXECUTIVE SESSION: None Scheduled

GOOD OF THE ORDER / ANNOUNCEMENTS

- a. NM Chamber Luncheon is tomorrow at Theler from 1130 to 1300 and now costs \$15.00 and advance reservations are required for lunch. The meeting will be on Marketing Ideas and Tips.
- b. NMARES Picnic, Thursday, Aug 26 at 6 PM at Allyn Gazebo.

NEXT SCHEDULED MEETING

Regular meeting....Tuesday, September 28 at 7 PM at Harrison Belfair Clinic Conference Room

FINAL COMMISSIONER COMMENTS

Ray expressed considering resigning due to increased family responsibilities. He agreed to not tender his resignation at this time. He will reduce his involvement in district business for the foreseeable future.

ADJOURN

Meeting adjourned at 10:03 pm

Respectfully submitted by,



Electronically signed
Raymond A. Stutz, Commissioner, Secretary

11. OLD BUSINESS:
 - a. Clinic Discussion. (Herb)
 - b. 911 Phone Signage (Authorized up to 1k for phone) (Ray)
 - c. Tote Bags Update (Obtained 375 bags for \$1k) (Kaye)
 - d. Drug Disposal Boxes and Security Camera (Approved up to 2k) (Peggy)
 - e. Open Public Meetings Act and Conflict of Interest/Ethics Training (Wally)
 - f. Auditing Agent Letter Revision (Herb/Kaye/Ray)
 - g. District Web Page Discussion (Lee Swoboda) (Herb)
 - h. Proposed By-Laws Change (Kaye/Peggy)
 - i. Budget Discussion on 2010/2011 Budgets (Need to finalize during September meeting). (Wally, Kaye)
12. NEW BUSINESS:
 - a. Discussion on signing documents outside of meetings. (Herb)
 - b. New Staples Account (MRSC comments - Herb) (Ray/Kaye)
 - c. Flower Approval
 - d. Financial Report/Current Voucher Discussion/Approval/Signatures (Wally/Kaye)
 - e. Who should respond to AWP/PHD requests?
 - f. Proposed By-Laws change (Kaye/Peggy)
 - g. Skate Park Discussion (Herb)
13. MISCELLANEOUS ITEMS
 - a. PHD 1 & 2 Joint Meeting on Sep 23 at 3 PM at MGH (Wally/Peggy/Herb)
14. EXECUTIVE SESSION None Scheduled
15. GOOD OF THE ORDER/ANNOUNCEMENTS:
 - a. NM Chamber Luncheon is tomorrow at Theler from 1130 to 1300 and now costs \$15 and advance reservations are required for lunch. Discussion on Marketing Ideas and tips.
 - b. NMARES Picnic, Thursday, Aug 26 at 6 PM at Allyn Gazebo.
16. NEXT SCHEDULED MEETING
Tuesday, September 28 at 7 PM at Harrison Belfair Clinic Conference Room.
17. FINAL COMMISSIONER COMMENTS
18. ADJOURN