

**MASON COUNTY PUBLIC HOSPITAL DISTRICT #2
MEETING MINUTES SEPTEMBER 28, 2010
HARRISON BELFAIR CLINIC CONFERENCE ROOM
BELFAIR, WA 98528**

CALL TO ORDER:

Meeting called to order at 7:04 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
Mr. Ray Stutz, Secretary: excused absence

GUESTS IN ATTENDANCE:

Barbara Eklund, Howard Bilderback: both from NM Community Resource Center in Belfair

APPROVAL OF AGENDA ITEMS:

Added items (e), (f), (g) to New Business. Agenda approved as amended

APPROVAL OF PREVIOUS MEETINGS MINUTES

The meeting minutes for 8/24/2010 were approved as presented.

GENERAL PUBLIC COMMENT PERIOD:

None

GUEST SPEAKER: Dr. Tom Armstrong on the Community Resource Center in Belfair

Barbara Eklund attended and spoke for Dr. Armstrong (he was unable to attend). She explained the services provided by the NMCRC, and requested a \$6,000.00 grant. The Commissioners have requested additional information about World Concern be provided to them before making a decision on the request.

CORRESPONDENCE:

- a. Two letters from Propel:
 1. Acknowledging receipt of payment.
 2. Acknowledging our change of address request.
- b. Letter from Theler asking for donations for their 25th anniversary.

SUPERINTENDENT REPORT

- a. Monthly Harrison Meeting Report (Herb, Bev and Dr. Volz attended)
 1. Monthly figures given.
 2. Flu vaccine should be coming in shortly. It will be for patients. There will not be a walk-in clinic.
 3. Rhonda Brown has been promoted to Business Development Manager and is now in charge of WIC.

COMMISSIONER REPORTS AND MEETING SCHEDULES:

- NM Chamber of Commerce, North Mason Community Voice, CAC, Fire District 2, 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:

- **Mason County Board of Health Meeting & Dental Coalition Meeting: Peggy VanBuskirk**
 - ❖ Mason County Board Of Health
 - 1.) Joint meeting with Thurston County
 - 2.) John E. Johnson will be opening the Shelton HS track to the public on Wednesday evenings. He is also planning additional walking and bicycle paths.
 - 3.) Discussed strategies to help prevent chronic diseases.
 - 4.) Discussed drug disposal unit, should be coming soon.
 - 5.) There have been several E-Coli and Whooping Cough cases.
 - 6.) Thurston County has received a grant for \$100,000 for the first year.
- **EMS Council**
 - ❖ Discussed their budget.
 - ❖ Their Procedure Manual has been turned in to the State as required.
- **Mason Matters: Peggy VanBuskirk**
 - ❖ Discussed their budget.
 - ❖ They Discussed their plans in the Pioneer School district.
- **Mason Transit Authority Board : Bev Wendell**
 - ❖ Ridership rate has continued to stay up.
- **Clinic Fee Structure: Ray Stutz, Herb Gerhardt, Dr. Volz**
 - ❖ No discussion
- **Mason Community Health Report Card Committee: Peggy VanBuskirk, Dr. Volz**
 - ❖ Joint meeting with PHD1 discussed Obesity, Dental and Immunizations.

OLD BUSINESS:

- a.) Clinic Discussion.
 - 1.) Joint meeting with PHD1 discussed Obesity, Dental and Immunizations.
 - 2.) Dr. Volz will be meeting with Secretary of Health Mary Selecky to see if she would be willing to "get the ball rolling" on inviting Michelle Obama to speak on diet and obesity at one of the schools in Mason County during one of her upcoming visits to Washington State.
- b.) PHD 1 & 2 Joint Meeting Update (Sept 23 at MGH)
 1. Dr. Tom Armstrong attended the meeting.
 2. Discussed items to be sent out to schools.
- c.) 911 Phone Signage

No Discussion
- d.) New Staples account Update

Credit card has been received. Credit limit of \$1,000.00 .
- e.) Drug Disposal Boxes and Security Camera (approved up to 2K)

Has not been installed yet.
- f.) Open Public Meeting Act and Conflict of Interest/Ethics Training

No further information.
- g.) Auditing Agent Letter—Do we need to revise it again?

At this time there is no need to modify our current Auditing Agent Letter.
- h.) District Web page Discussion (Lee Swoboda web master)

Reviewed the web page. Motion to open the web site to the general public carried 3 yes, 1 abstention, 1 absent.
- i.) Proposed By-Laws Change

Discussion postponed until next meeting.
Herb would like to have the finalized by-laws reviewed by an attorney.

j) Budget Discussion on 2010/2011 Budgets (Need to finalize during this meeting)

- 1.) Reviewed the budget.
- 2.) Several modifications were made.
- 3.) We added a new line item... Clerk of the Board.

Sandra Robertson was approved unanimously to perform secretarial services under the title of Clerk of the Board. Her hourly rate will be \$15.00. She will continue as a contract employee. Her Recording Secretary duties are separate from the Clerk of Board duties.

At the next meeting we will have a public hearing on the budget.

NEW BUSINESS:

- a. AED Sandhill Park Discussion
Motion to approve a donation of up to \$3500.00 for an AED for Sandhill Park carried unanimously.
- b. NM Community Resource Center Discussion
Further information is needed before a final decision will be made.
- c. Financial Report/Current Voucher Discussion/Approval/Signatures
Balance as of 8/31/10 was \$289,728.48
Vouchers 1009001 thru 1009010 in the amount of \$9,115.43 were approved and signed.
- d. Health Referral Form Printing Costs
Motion carried unanimously to approve payment of printing costs up to \$200.00 for the Health Referral form that will be sent home with students.
- e. Secretary Discussion
See notes under the Budget discussion.
- f. MTA Representative
Motion to retain Bev as our MTA representative was unanimously approved.
- g. AWPHD Annual Meeting
Dr. Volz will be attending this meeting on October 14th. Motion carried unanimously to approve his costs involved with attending the meeting.

MISCELLANEOUS ITEMS

- a. Ray's dad passed away on 9/22/2010.
Motion approved unanimously to purchase a plant for Ray's yard in the amount of up to \$100.00
- b. Herb's Hunting Trip

EXECUTIVE SESSION: Regarding Harrison Operations (20 minutes)

Executive session started at 9:40 pm and ended at 10:18 pm. The regular session reconvened at 10:18. No action was taken during the executive session and no action was taken after the executive session regarding those discussions.

GOOD OF THE ORDER / ANNOUNCEMENTS

- a. Herb presented Ceremonial Check to Monna Haugen for our donation to the Backpack Program at the last Chamber Meeting on September 22nd.
- b. NM chamber Luncheon for September was last Wednesday.

NEXT SCHEDULED MEETING

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

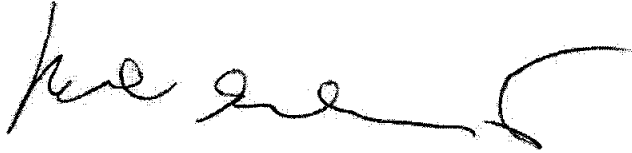
FINAL COMMISSIONER COMMENTS

Dr. Volz is continuing to feel better and better and is able to work for longer periods of time.

ADJOURN

Meeting adjourned at 10:24 pm

Respectfully submitted by,

A handwritten signature in cursive script, appearing to read "Herb Gerhardt".

Herb Gerhardt, Commissioner, President
(Raymond Stutz, Secretary was not present for this meeting)

APPROVED MINUTES

MASON COUNTY PUBLIC HOSPITAL DISTRICT #2

POB 1626, Belfair, WA 98528 (360-275-2517)

REGULAR MEETING OF THE BOARD OF COMMISSIONERS

Tuesday September 28, 2010 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**
4. **Approval of Minutes of Previous Meeting (8/24/10)**
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. **Guest Speaker Dr Tom Armstrong on the Community Resource Center in Belfair.**
7. **CORRESPONDENCE (New since last meeting):**
 - a.
8. **SUPERINTENDENT REPORT**
 - a. Monthly Harrison Meeting Report.
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; also Dental Coalition Meeting**
(Peggy, report on last meeting)
 - b. **EMS Council (www.masoncountyems.org)** (Peggy + Alternate Ray)
 - c. **Mason Matters**
(Peggy)
 - d. **Mason Transit Authority Board** (Bev report on last meeting)
 - e. **Clinic Fee Structure (Wally ask WAPHD about Facility Fees)** (Ray/Herb/Wally)
 - f. **Community Health Report Card Committee** (Wally/Peggy/Herb)

11. OLD BUSINESS:
 - a. Clinic Discussion. (Herb)
 - b. PHD 1 & 2 Joint Meeting Update (Sep 23 at MGH) (Wally/Peggy/Herb)
 - c. 911 Phone Signage (Ray)
 - d. New Staples Account Update (Kaye)
 - e. Drug Disposal Boxes and Security Camera (Approved up to 2k) (Peggy)
 - f. Open Public Meetings Act and Conflict of Interest/Ethics Training (Wally)
 - g. Auditing Agent Letter -- Do we need to revise it again? (Wally/Kaye/Ray)
 - h. District Web Page Discussion (Lee Swoboda web master) (Herb)
 - i. Proposed By-Laws Change (Kaye/Peggy)
 - j. Budget Discussion on 2010/2011 Budgets (Need to finalize during this meeting). (Wally/Kaye/Herb)
12. NEW BUSINESS:
 - a. AED for Sandhill Park Discussion (Herb)
 - b. NM Community Resource Center Discussion (Herb)
 - c. Financial Report/Current Voucher Discussion/Approval/Signature (Wally/Kaye)
 - d. Health Referral Form Printing Costs (up to \$200.00?) (Wally)
13. MISCELLANEOUS ITEMS
 - a. Ray's dad passed away on 9/22.
 - b. Herb Hunting Trip
14. EXECUTIVE SESSION Regarding Harrison Operations (20 minutes)
15. GOOD OF THE ORDER/ANNOUNCEMENTS:
 - a. Herb presented Ceremonial Check to Monna Haugen for our donation to the Backpack Program at the last Chamber Meeting on September 22nd.
 - b. NM Chamber Luncheon for September was last Wednesday.
16. NEXT SCHEDULED MEETING
Tuesday, October 27 at 7 PM at Harrison Belfair Clinic Conference Room.
17. FINAL COMMISSIONER COMMENTS
18. ADJOURN