

**MASON COUNTY PUBLIC HOSPITAL DISTRICT #2  
MEETING MINUTES NOVEMBER 23, 2010  
HARRISON BELFAIR CLINIC CONFERENCE ROOM  
BELFAIR, WA 98528**

**CALL TO ORDER:**

Meeting was called to order at 7:00 pm outside the Clinic. No guests were present. Due to inclement weather the clinic had closed early. The side door entry key pad was also shut down so we could not enter the building for our meeting. The commissioners elected to reconvene at the Belfair QFC. The meeting there began at 7:11 pm.

**MEMBERS IN ATTENDANCE:**

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

**GUESTS IN ATTENDANCE:**

None

**APPROVAL OF AGENDA ITEMS:**

Due to the weather it was agreed upon to keep the meeting as short as possible and to forgo some of the agenda.

**APPROVAL OF PREVIOUS MEETINGS MINUTES**

Meeting minutes for 10/26/2010 was approved as presented.

**GENERAL PUBLIC COMMENT PERIOD:**

None

**GUEST SPEAKER:** Due to the bad winter weather, we contacted Delphina Liles to cancel her presentation.

**CORRESPONDENCE:**

a. Deferred

**SUPERINTENDENT REPORT**

a. Monthly Harrison Meeting Report : Deferred  
(Harrison financial issues to be discussed during executive session)

**COMMISSIONER REPORTS AND MEETING SCHEDULES:**

➤ NM Chamber of Commerce, 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.) No meeting

➤ **EMS Council (Peggy VanBuskirk)**  
❖ Peggy did not attend due to needing to work.

➤ **Mason Matters: (Peggy VanBuskirk)**  
❖ No meeting

- **Mason Transit Authority Board : (Bev Wendell)**
  - ❖ They have to dip into their reserves to cover their operating costs.
- **Clinic Fee Structure: (Herb Gerhardt, Dr. Volz)**
  - ❖ AWPHD reported to Dr. Volz that facility fees are normal operating fees. It was agreed to discontinue this committee.
- **M C Health Report Card Committee: (Peggy VanBuskirk, Herb Gerhardt, Dr. Volz)**
  - ❖ No meeting

#### OLD BUSINESS:

- a.) Clinic Discussion.
  - 1.) The normal 9 AM management meeting was cancelled due to the winter storm.
  - 2.) There was no notification that the clinic was closing early today. Rhonda was not aware it had closed early. Their web site indicated no wait time for Urgent Care in Belfair. The side door entry key pad was also shut down so we could not enter the building for our meeting.
- b.) 911 Phone Signage
  - 1) A sketch of desired signage has been requested. Dr. Volz will do a sketch and present at next meeting.
- c.) Drug Disposal Boxes and Security Camera (approved up to 2K)
  - Ribbon cutting was Thursday, October 28.
- d.) Open Public Meeting Act and Conflict of Interest/Ethics Training
  - 1) Should be available after the first of the year
- e.) District Web page Discussion (Lee Swoboda web master)
  - 1) The web page is up and running. The board is electing to not post financial information.
  - 2) Herb would like each commissioner to have their picture and short bio.
- f.) Proposed By-Laws Change
  - 1) The by-laws are being reviewed by our attorney. Any recommended changes will be discussed at the next meeting.
- g.) NM Community Resource Center Discussion
  - 1) Dr Armstrong questioned Herb as to why the board chose not to fund his request. Herb told him the commissioners agreed not to authorize his request.

#### NEW BUSINESS:

- a. Mason County Parks is applying for grant funding to develop an on ground plan and feasibility report for a non-motorized path/trail from Shelton to Belfair. Should we endorse/partner with them for the grant?
  - 1) It was moved, seconded and approved to partner with them. 3 for, 1 abstention.
  - 2) Herb will contact John Keates, the Parks Director, to find out what he will need from us for this partnership.
- b. Joint PHD #1 and #2 meeting on Thursday, January 13<sup>th</sup> at 2:00 pm? Or would Thursday, January 20<sup>th</sup> at 1:30 be better?
  - 1) Either date was acceptable to Peggy, Herb and Dr. Volz
- c. Resolution 2010-0004 for the 2<sup>nd</sup> payment to Harrison
  - Resolution 2010-0004 for the 2<sup>nd</sup> biannual payment to Harrison in the amount of \$198,968.00 due on Dec. 15, 2010 was approved unanimously and was signed by all commissioners present.
- d. Financial Report/Current Voucher Discussion/Approval/Signatures
  - Balance as of 10/31/2010 was \$430,414.14
  - Voucher in the amount of \$ 202,428.20 was approved. Due to being unable to get into the clinic the original voucher was unavailable to be signed. The 2 copies to be signed will be left on the desk in the District office (when the clinic opens again) for each commissioner to review and sign.

**MISCELLANEOUS ITEMS**

Ray discussed his letter of Resignation from the Board.  
With regrets, the Board accepted his resignation.

**EXECUTIVE SESSION: Regarding Harrison Operations (20 minutes)**

(See notes under New Business section a.)

No executive session held tonight.

**GOOD OF THE ORDER / ANNOUNCEMENTS**

- a. NM Chamber Luncheon is tomorrow at Theler from 1130 to 1300. Guest Speaker will be Kim Haack on Shop Local for the Holidays.

**NEXT SCHEDULED MEETING**

Tuesday, December 28<sup>th</sup> at 7 PM at Harrison Belfair Clinic Conference Room

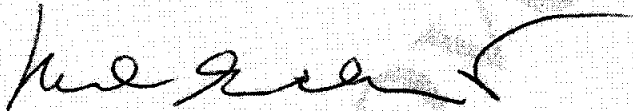
**FINAL COMMISSIONER COMMENTS**

We will miss you Ray...And please think about attending our meetings.....

**ADJOURN**

Meeting adjourned at 8: 14 pm

Respectfully submitted by,



Herb Gerhardt, Commissioner, President  
(Raymond Stutz, Secretary resigned at the end of tonight's meeting.)

## MASON COUNTY PUBLIC HOSPITAL DISTRICT #2

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

Email: [mcphd2@mcphd2.org](mailto:mcphd2@mcphd2.org) Web page: <http://www.mcphd2.org>

REGULAR MEETING OF THE BOARD OF COMMISSIONERS

Tuesday November 23, 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 (10/26/10)**
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 Delphina Liles, Community Health Promoter for Mason Matters.**
7. **CORRESPONDENCE (New since last meeting):**
  - a.
8. **SUPERINTENDENT REPORT**
  - a. **Monthly Harrison Meeting Report. (Harrison financial issues to be discussed during executive session).**
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. 911 Phone Signage (Ray)
  - c. Drug Disposal Boxes and Security Camera (Approved up to 2k)  
Ribbon Cutting was Thursday, October 28. (Peggy/Herb)
  - d. Open Public Meetings Act and Conflict of Interest/Ethics Training (Wally)
  - e. District Web Page Discussion (Lee Swoboda web master) (Herb)
  - f. Proposed By-Laws Change (Kaye/Peggy/Herb)
  - g. NM Community Resource Center Discussion (Wally)
  
12. NEW BUSINESS:
  - a. Mason County Parks is applying for grant funding to develop an on ground plan and feasibility report for a non motorized path/trail from Shelton to Belfair. Should we endorse/partner with them for the grant? (Herb)
  - b. Joint PHD #1 and #2 meeting on Thursday, January 13th at 2:00 pm? Or would Thursday, January 20th at 1:30 be better? (Herb)
  - c. Resolution 2010-0004 for the 2nd payment to Harrison (Wally/Kaye/Herb)
  - d. Financial Report/Current Voucher Discussion/Approval/Signatures (Wally/Kaye)
  
13. MISCELLANEOUS ITEMS
  
14. EXECUTIVE SESSION Regarding Harrison Operations (15 minutes)
  
15. GOOD OF THE ORDER/ANNOUNCEMENTS:
  - a. NM Chamber Luncheon is tomorrow at Theler from 1130 to 1300. Guest Speaker will be Kim Haack on Shop Local for the holidays.
  
16. NEXT SCHEDULED MEETING  
Tuesday, December 28 at 7 PM at Harrison Belfair Clinic Conference Room.
  
17. FINAL COMMISSIONER COMMENTS
  
18. ADJOURN