

**MASON COUNTY PUBLIC HOSPITAL DISTRICT #2  
MEETING MINUTES APRIL 26, 2011  
HARRISON BELFAIR CLINIC CONFERENCE ROOM  
BELFAIR, WA 98528**

**CALL TO ORDER:**

Meeting called to order at 7:00 pm

**MEMBERS IN ATTENDANCE:**

Mr. Bev Wendell, President; Mr. Herb Gerhardt, Secretary; Ms. Kaye Massie, Financial Officer;  
Mrs. Peggy VanBuskirk; Mr. Frank McDonald; Dr. Wallace Volz, Superintendent;  
Ms. Sandy Robertson, Recording Secretary/Clerk of the Board

**GUESTS IN ATTENDANCE:**

Valerie McLeod, Monna Haugen

**APPROVAL OF AGENDA ITEMS:**

Agenda approved as presented.

**APPROVAL OF PREVIOUS MEETINGS MINUTES:**

The meeting minutes for the Regular Meeting on March 22, 2011 were approved as presented.

**GENERAL PUBLIC COMMENT PERIOD:**

No public comments.

**GUEST SPEAKER:**

Monna Haugen read a letter to the district that explained the distribution of food in the Back Pack program. She thanked the Board for their donation last year.

**CORRESPONDENCE:**

- a. Copy of an example of an Inter-Local Agreement was given to the commissioners.

**SUPERINTENDENT REPORT**

- a. Monthly Harrison Meeting Report  
Herb, Bev and Wally attended today's meeting with Harrison  
March numbers for Urgent Care were the best yet.  
They discussed the quarterly financials.  
Herb suggested calling a Special Meeting when Harrison gives the District full financial info. General consensus was "yes" for a Special Meeting (including all commissioners) if Harrison agrees.
- b. May 7<sup>th</sup> is the Walk for the Wetlands at Theler Center

**COMMISSIONER REPORTS AND MEETING SCHEDULES:**

- Joint Hospital Meeting, Fire District, Water District, CAC, North Mason Community Voice, Walk for the Wetlands, North Mason Chamber meeting 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.) An electronic filing system for Death Certificates is being set up for Mason & Thurston Counties.
    - 2.) Jerry Lingle is the new Chairman.
    - 3.) Care Clinic is being held at the Tacoma Dome.
    - 4.) Discussed several of the grants that the Board of Health has received.
  - ❖ Dental Coalition Meeting
    - 1.) Did not attend due to meeting scheduling conflict.
- **EMS Council [www.masoncountyeems.org](http://www.masoncountyeems.org) : Frank McDonald**
  - 1.) Frank was unable to attend the meeting.
- **Mason Matters: Peggy VanBuskirk**
  - 1.) Discussed reorganization and deciding the direction they want to go.
  - 2.) Helping with the Board of Health "Achieve Grant"
  - 3.) The meetings are now held on the 3<sup>rd</sup> Thursday of each month.
- **Mason Transit Authority Board : Bev Wendell**
  - 1.) Bev reported the meeting did not discuss anything relating to our district.

➤ **M C Health Report Card Committee: Peggy VanBuskirk, Bev Wendell, Dr. Volz**

1.) The next meeting is scheduled for Thursday April 28.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

- a. Form a committee or consult legal counsel to investigate ways to donate funds to stay within the scope of MCPHD2's purpose?  
It was agreed to form a committee which would consist of 2 commissioners and the Superintendent. The committee will consist of Peggy, Frank and Dr. Volz. The committee is to be called "Fund Distribution Committee".
- b. Putting copies of passed Resolution on the web-site along with the approved minutes.  
Motion was made and seconded to place all past, present and future resolutions on the web site. Motion was approved. Sandy will forward the resolutions to Lee Swoboda.
- c. Strategic planning.  
Frank explained strategic planning. It is looking ahead usually 3-5 years in the future. He discussed a publication on Hospital District strategic planning. He will email a copy to each commissioner, Dr. Volz and Sandy. The possibility of forming a committee was discussed. It was agreed to wait on forming a committee at this time. It was decided to have each commissioner think of ideas and continue discussion at the next meeting.
- d. Management Meeting Participation  
Bev, Frank and Dr. Volz will attend the May meeting. The Item will be renamed "Harrison Management Meeting Attendees".
- e. Financial Report/Current Voucher Discussion/Approval/Signatures  
Account balance as of 3/31/11 was \$314,812.53  
Vouchers 1105-0001 thru 1105-0010 in the amount of \$4,072.80 were approved unanimously and signed.  
Auditing agent vouchers 1104-016 thru 1104-018 in the amount of \$110.63 were presented to the board and approved.
- f. Time Management at the Clinic.  
There had been some confusion on possible change in the hours of operation of Primary Care at the Clinic. Harrison management has decided to keep the current hours of operation and do not plan on extending the hours at this time.

**EXECUTIVE SESSION:**

No executive session held.

**GOOD OF THE ORDER / ANNOUNCEMENTS / MISCELLANEOUS ITEMS**

- a. Walk for the Wetlands will be held on May 7<sup>th</sup> 9am till 3pm at Theler Center.

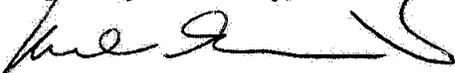
**NEXT SCHEDULED MEETING**

Tuesday, May 24, 2011 at 7:00 PM in the Harrison Belfair Clinic Conference Room

**ADJOURN**

Meeting adjourned at 8:50 pm

Respectfully submitted by,



Herb Gerhardt, Commissioner, Secretary

**MASON COUNTY PUBLIC HOSPITAL DISTRICT #2**

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**REGULAR MEETING OF THE BOARD OF COMMISSIONERS**

7 pm Tuesday, April 26, 2011

Harrison Belfair Clinic Conference Room

**AGENDA**

1. **CALL TO ORDER:** reminder that meetings are voice recorded. There will be interaction with the public during our meetings only when the Board President approves or requests input from an individual.
2. **ROLL CALL AND RECORD OF GUEST ATTENDANCE:** (Herb)
3. **APPROVAL OF AGENDA:**
4. **APPROVAL OF MINUTES OF MARCH 22, 2011 MEETING:**
5. **GENERAL PUBLIC COMMENT PERIOD:** (5 Min Max/person, 15 min total)
6. **GUEST SPEAKER:** Monna Haugen re: dispersal of funds provided for the Back-Pack program.
7. **CORRESPONDENCE:** (New since last meeting)
8. **SUPERINTENDENT REPORT:**
  - a. Monthly Harrison Report (Harrison financial issues to be discussed during executive session.)
  - b.
10. **COMMISSIONER REPORTS** and Meeting schedules for next month where more than two commissioners will be present. No MCPHD2 business will be discussed between commissioners at these meetings.
11. **COMMITTEE REPORTS:** (Existing)
  - a. Mason county Board of Health  
also dental Coalition Meeting (Peggy)
  - b. EMS Council [www.masoncountveins.org](http://www.masoncountveins.org) (Frank/Peggy)
  - c. Mason Matters (Peggy)
  - d. Mason Transit Authority Board (Bev)
  - e. Community Health report Card Committee (Wally/Peggy/Bev)
12. **OLD BUSINESS:**
  - a.
  - b.
13. **NEW BUSINESS:**
  - a. Form committee or consult legal counsel to investigate ways to donate funds to stay within the scope of MCPHD2's purpose? (Bev)
  - b. Putting copies of passed Resolutions on the web-site along with the approved minutes (Herb)
  - c. Strategic planning. (Frank)
  - d. Management Meeting Participation (Wally)
  - e. Financial Report/Current Voucher Discussion/Approval/Signatures (Wally/Kaye)
14. **EXECUTIVE SESSION:**
15. **GOOD OF THE ORDER/ANNOUNCEMENTS/MISCELLANEOUS ITEMS**
16. **ADJOURN**

NEXT REGULAR MEETING: May 24, 2011 7:00 PM Harrison Belfair Clinic Conference Room