

**MASON COUNTY PUBLIC HOSPITAL DISTRICT #2
MEETING MINUTES SEPTEMBER 27, 2011
HARRISON BELFAIR CLINIC CONFERENCE ROOM
BELFAIR, WA 98528**

CALL TO ORDER:

Meeting called to order at 7 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, Tommy Thombs, Carl Ehresman

APPROVAL OF AGENDA ITEMS:

Agenda approved as presented.

APPROVAL OF PREVIOUS MEETINGS MINUTES:

The meeting minutes for the Regular Meeting on August 23, 2011 were approved as presented.

GENERAL PUBLIC COMMENT PERIOD:

None

GUEST SPEAKER: Carl Ehresman Re: AED's

He runs the EMS program at Fire District 2

They had been doing checks of AED's in the community. The one at Theler is old and the School Bus Barn is in need of one.

He is asking for assistance in purchasing two new AED's.

The District is asking him to do more research on any other facilities that may require one and report back to us. He will put together a report and an updated request. He will forward the information to Dr. Volz.

CORRESPONDENCE:

1. Century Link (Qwest): We currently have a credit on our account.
2. Letter from the Treasurer: Re. Change in some of the bar's numbers.

SUPERINTENDENT REPORT

- a. Monthly Harrison Meeting Report
 1. The clinic is close to the break-even point.
 2. A possible community meeting report by the Harrison CEO was discussed.
 3. They are looking for a female MD.
- b. The District phone number has been transferred to the main office. The fax is also set up on the printer.

COMMISSIONER REPORTS AND MEETING SCHEDULES:

- Water District, North Mason Community Voice, Fire District 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**
 - ◆ There was no board meeting today due to a lack of a quorum.
- **EMS Council :** Frank McDonald
 - 1.) There is a decrease in the budget amount due to State funding.
 - 2.) EMT classes are planned for spring of 2012.
 - 3.) Contract for Dr. Hoffman was renewed.
 - 4.) By-Laws reviewed. There were a couple of minor changes. The by-laws were approved.
 - 5.) Fire District 16 is looking to reestablishing ambulance service. The request was approved.
- **Mason Matters: Peggy VanBuskirk**
 - 1.) There was no Mason Matters meeting but did have a Community Health Improvement Planning Process Meeting. Still in the process of gathering statistics.
- **Mason Transit Authority Board : Bev Wendell**
 - 1.) They are still looking for a replacement for Dave McConnell who is retiring. They are down to 4 potential candidates.
- **M C Health Report Card Committee: Peggy VanBuskirk, Bev Wendell, Dr. Volz**
 - 1.) No report. Next meeting is September 29th.
- **Fund Distribution Committee /Strategic Planning Committee: Peggy VanBuskirk, Frank McDonald, Dr. Volz**
 - 1.) Discussed expanding the mission statement. Proposed change: *To increase access to Health Care while promoting health and wellness through facilitating good nutrition, exercise and life style choices.*

The commissioners will review the proposal and discuss it further at the next meeting.

- 2.) They have been working on questions for the survey.
- 3.) Considering bringing in a consultant to help with strategic planning direction. But will not pursued that at this time.
- 4.) Considering developing a nonprofit corporation.

OLD BUSINESS:

a. Interlocal Agreement update.

The interlocal agreement has been reviewed by the Fire District. The agreement will be presented to the commissioners at the next meeting.

b. Mission Statement discussion

Discussed under the Fund Distribution Committee report.

NEW BUSINESS:

a. Harrison Management Meeting Attendees

Bev, Herb and Dr. Volz will attend the October meeting.

b. Financial Report/Current Voucher Discussion/Approval/Signatures

Account balance as of 8/31/11 was \$367,354.46

Vouchers 1110-001 thru 1110-009 in the amount of \$3268.26 were approved unanimously and signed.

c. Budget Discussion

1. The County Assessor does not have any preliminary financial figures for us yet. Dr. Volz was told to use the figures from last year until we hear anything different from them.

2. Kaye would like to add a new line item. Repairs/Maintenance :

d. Records Requests Procedure & Public Records Officer

We appointed the District Secretary as our Public Records Officer. (currently Herb Gerhardt)

This information will be posted on the web site.

A handout of a new records request form (single page instead of the current two forms). The proposed form was reviewed and several suggestions were made. The form will be rewritten and represented at the next meeting. (The general consensus was to have the form on one page.)

e. AED's

There is interest in assisting in the purchase of additional AED's for the community through Fire District 2.

Dr. Volz will also contact the Fire Chief of Fire District 8 to see if they are looking at adding AED's.

f. New Rep for Mason County Transit

Motion was made, seconded and approved to have Herb Gerhardt as our representative to Mason County Transit for 2012.

EXECUTIVE SESSION:

No executive session held.

GOOD OF THE ORDER / ANNOUNCEMENTS / MISCELLANEOUS ITEMS

None

NEXT SCHEDULED MEETING

Tuesday, October 25, 2011 at 7:00 PM in the Harrison Belfair Clinic Conference Room

ADJOURN

Meeting adjourned at 9:03 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, September 27, 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:**
3. **APPROVAL OF AGENDA:**
4. **APPROVAL OF MINUTES OF AUGUST 23, 2011 MEETING:**
5. **GENERAL PUBLIC COMMENT PERIOD:** (5 Min Max/person, 15 min total)
6. **GUEST SPEAKER:** Carl Eheresman regarding AEDS
7. **CORRESPONDENCE:** (New since last meeting)
8. **SUPERINTENDENT REPORT:**
 - a. Monthly Harrison Report
 - b.
9. **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.
10. **COMMITTEE REPORTS:** (Existing)
 - a. Mason County Board of Health (Peggy)
 - b. EMS Council www.masoncountyeems.org (Frank)
 - c. Mason Matters (Peggy)
 - d. Mason Transit Authority Board (Bev)
 - e. Community Health report Card Committee (Wally/Peggy/Bev)
 - f. Fund Distribution/Strategic Planning Committee (Wally, Peggy, Frank)
11. **OLD BUSINESS:**
 - a. Inter Local Agreement update (Wally)
 - b. Mission Statement discussion (All)
 - c. ???
12. **NEW BUSINESS:**
 - a. Harrison Management Meeting Attendees (Wally)
 - b. Financial Report/Current Voucher Discussion/Approval/Signatures (Wally/Kaye)
 - c. Budget Discussion (Kaye)
 - d. Records Requests Procedure & Public Records Officer (Sandy)
 - e. ???
13. **EXECUTIVE SESSION:**
14. **GOOD OF THE ORDER/ANNOUNCEMENTS/MISCELLANEOUS ITEMS**
15. **ADJOURN**

NEXT REGULAR MEETING: October 25, 2011 7:00 PM Harrison Belfair Clinic Conference Room

