

MASON COUNTY PUBLIC HOSPITAL DISTRICT #2
REGULAR MEETING MINUTES MARCH 6, 2012
POSTPONED FROM FEBRUARY 28, 2012
HARRISON BELFAIR CLINIC CONFERENCE ROOM
BELFAIR, WA 98528

CALL TO ORDER:

Meeting called to order at 7:01 pm

MEMBERS IN ATTENDANCE:

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

GUESTS IN ATTENDANCE:

None

APPROVAL OF AGENDA ITEMS:

One addition to the agenda: New business item added: Item D. Regulatory Compliance (Public Records) Agenda approved as modified.

APPROVAL OF PREVIOUS MEETINGS MINUTES:

The meeting minutes for the Regular Meeting on January 24, 2012 were approved as presented.

GENERAL PUBLIC COMMENT PERIOD:

None

GUEST SPEAKER:

None

CORRESPONDENCE:

1. Request from Harrison to explain how we determine the dollar amount we pay to them. Dr. Volz has answered the request.

SUPERINTENDENT REPORT

a. General Review

Dr. Volz has had multiple meetings since the last meeting. He has been interested in being more involved with the financial /bookkeeping items.

b. Monthly Harrison Meeting Report

1. Frank, Kaye and Wally attended the meeting.
2. Reviewed stats provided by Harrison
3. Still looking for a second primary care MD.

c. Quarterly Harrison Meeting Report

1. Reviewed stats provided by Bob Cross
2. Discussed the contractual requirement for an annual business plan from Harrison.
3. Herb, Frank and Dr. Volz will meet with Bob Cross to further discuss the contractual requirements of reports from Harrison to the District.

COMMISSIONER REPORTS AND MEETING SCHEDULES:

- Water District, North Mason Community Voice, CAC, North Mason Chamber Luncheon, Chamber After hours, Fire District, Sheriff meeting are scheduled meetings where more than 2 board members may be in attendance.

No MCPHD 2 business is to be discussed between commissioners at any of these meetings.

COMMITTEE REPORTS:

- **Mason County Board of Health Meeting :** **Peggy VanBuskirk**
 - 1.) Had a joint meetings between 5 counties (Mason, Thurston, Gray's Harbor, Lewis & Pacific)
 - 2.) Had a regular BOH meeting
 - a) 2 new active TB cases
- **EMS Council :** **Frank McDonald**
 - 1.) Frank did not attend the February meeting, he was out of town.

- Mason Matters:** Peggy VanBuskirk
- 1.) Review of statistics and priorities
- **Mason Transit Authority Board :** Herb Gerhardt
- 1.) Had 2 meetings, Regular and Special
 - 2.) The special meeting was regarding property that was being purchased in Shelton.
 - 3.) The regular meeting covered the financials.
- **Community Health Report Card Committee:** Peggy, Frank, Dr. Volz
- 1.) No report
- **Fund Distribution Committee /Strategic Planning Committee:** Peggy, Frank, Dr. Volz
- 1.) Motion was made and seconded to approve the proposed revised Mission Statement along with the explanation on how the District plans to accomplish it.
- Mission Statement**
To increase access to health care while promoting wellness through facilitation of good nutrition, exercise, and health lifestyle choices.
We accomplish this by:
- Executing a public/private partnership with Harrison Medical Center for the provision of Urgent Care and Primary Care services at a clinic located in Belfair, WA
 - Ensuring that health care services are inclusive and available to anyone regardless of insurance status, economic status, language, age or health status.
 - Coordinating community partnerships to provide a broader range of services than can be offered by the hospital district alone
 - Working together with tax payers / health care partners / consumers to allow them to participate in our decision and actions.
- 2.) Reviewed the rest of the strategic plan draft. Several changes suggested. Frank will make the changes and the draft will be reviewed again at the next meeting.
 - 3.) Reviewed the questions on our proposed Public Survey Questionnaire. Several of the questions were modified. The survey will be rewritten and reviewed again at the next meeting.
- **Legislative updates:** Tommy Thombs
- 1.) A list of bills under consideration in the State legislature was sent to each commissioner by Tommy. General consensus was to continue having the list updated and forwarded to each commissioner.

OLD BUSINESS:

- a. Additional info from Carl on cost of AED's
Carl did not attend tonight's meeting and no additional information has been given to the commissioners.
- b. Draft of Inter-local agreement for new AED's
Not approved until additional information is received from the Fire District.
- c. Bookkeeping software update
Quicken software has been installed in the computer. The financial information to be added to the program will be for 2012 and beyond. Information from prior years will not be added.
- d. Any update on new page for website on MCPHD2 history?
No update yet.
- e. Any contact with Fire District 2 on "breathing tube" (video laryngoscope) need?
The Fire District has not expressed a desire for the breathing tube at this time.

NEW BUSINESS:

- a. Harrison Management Meeting Attendees
Herb, Frank, and Dr. Volz will attend the March meeting.
- b. Financial Report/Current Voucher Discussion/Approval/Signatures
Account balance as of Jan 31, 2012 was \$361,201.24
Vouchers 1203-001 thru 1203-011 in the amount of \$6,452.42 were approved unanimously and signed.

Kaye & Sandy will be attending a class on State Cash Basis accounting on March 8th. They are requesting the board cover the tuition and mileage costs. Motion was made, seconded and approved to cover the cost of tuition (\$125 each) and mileage for Kaye and Sandy to attend the class in Olympia.

- c. Mileage form and stipend information
Current mileage form was reviewed. No changes needed.
- d. Regulatory compliance (public records)
Tommy proposed the adoption of the State Model Public Records Policy. The Board feels that the current policy is adequate at this time.

EXECUTIVE SESSION:

Went into executive session at 9:53pm

Came out of executive session at 10:16 pm

The purpose of the executive session was to discuss the contract requirement for Primary Care coverage for at least five days per week averaging 40 hour per week.

After coming out of executive session a motion was made, seconded and approved to have Herb and Dr. Volz meet with Scott Bosch tomorrow to discuss the contract requirements.

GOOD OF THE ORDER / ANNOUNCEMENTS / MISCELLANEOUS ITEMS

Chamber luncheon on January 25, 2012

Bonnie (primary care receptionist) is retiring and there will be a farewell get together on March 30.

NEXT SCHEDULED MEETING

Tuesday, March 27, 2012 at 7:00 PM in the Harrison Belfair Clinic Conference Room

ADJOURN

Meeting adjourned at 10:20 pm

Respectfully submitted by,



Herb Gerhardt, Commissioner, Secretary

APPROVED MINUTES

MASON COUNTY PUBLIC HOSPITAL DISTRICT #2

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REGULAR MEETING OF THE BOARD OF COMMISSIONERS

7 pm Tuesday February 28, 2012

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 JANUARY 24, 2012 MEETING:**
5. **GENERAL PUBLIC COMMENT PERIOD:** (5 Min Max/person, 15 min total)
6. **GUEST SPEAKER:**
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 (Frank)
 - c. Mason Matters (Peggy)
 - d. Mason Transit Authority Board (Herb)
 - e. Community Health report Card Committee (Wally, Peggy, Frank)
 - f. Fund Distribution/Strategic Planning Committee (Wally, Peggy, Frank)
 - g. Legislative updates (Tommy)
11. **OLD BUSINESS:**
 - a. Additional info from Carl on cost of AED's???? (items a & b will only be relevant if Carl has new info)
 - b. Draft of Inter-local agreement for new AED's????
 - c. Bookkeeping software update
 - d. Any update on new page for website on MCPHD2 history??
 - e. Any contact with Fire District 2 on "breathing tube" need??
 - f. ?????
12. **NEW BUSINESS:**
 - a. Harrison Management Meeting Attendees (Wally)
 - b. Financial Report/Current Voucher Discussion/Approval/Signatures (Wally/Kaye)
 - c. Mileage form and stipend information (Kaye)
 - d. ?????????
13. **EXECUTIVE SESSION:**
14. **GOOD OF THE ORDER/ANNOUNCEMENTS/MISCELLANEOUS ITEMS**
15. **ADJOURN**

NEXT REGULAR MEETING: March 27, 2012 7:00 PM Harrison Belfair Clinic Conference Room