

**MASON COUNTY PUBLIC HOSPITAL DISTRICT #2**  
POB 1626, Belfair, WA 98528 (360-275-2517)  
E-mail: [mcphd2@mcphd2.org](mailto:mcphd2@mcphd2.org) Web page: <http://mcphd2.org>  
**REGULAR MEETING OF THE BOARD OF COMMISSIONERS**  
7 pm Tuesday February 25, 2014  
Harrison Belfair Clinic Conference Room

**Mission Statement**

*To increase access to health care while promoting wellness through facilitation of good nutrition, exercise, and healthy lifestyle choices*

**CALL TO ORDER:**

Meeting called to order at 7:00 pm

**MEMBERS IN ATTENDANCE:**

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

**GUESTS IN ATTENDANCE:**

Monna Hougan

**APPROVAL OF AGENDA ITEMS:**

Agenda approved unanimously as presented.

**APPROVAL OF MINUTES OF JANUARY 28, 2014:**

Minutes for 1/28/14 were approved unanimously.

**GENERAL PUBLIC COMMENT PERIOD:**

Monna Hougan: Gave out a handout and talked about childhood obesity. She is looking for funds for the program she talked about last month. In the past the Auditor's office has not approved monetary donations for "food bank" type items. Dr. Volz stated that he would investigate if there are any legal ways for the District to provide funds to her program.

**GUEST SPEAKER:**

Amber Albrecht was not able to attend tonight but she had given some information to Tommy.

She has four regular attendees and several "drop ins" per meeting.

Tommy had emailed Amber asking her about the remaining funds that MCPHD2 had paid to Theler for room rental for her MS support group, but were not used. (Amber had to relocate her meetings during the last quarter of 2013 due to problems at Theler). General consensus is that the money paid by MCPHD2 to Theler is not recoverable without going to court due to the financial situation at Theler and that Amber should not be held responsible for it.

**CORRESPONDENCE:**

1. County Treasurer Re: Monthly Reports for investments and transfers
2. Letter for Chamber: how to pay for monthly lunches online.
3. Tommy had emailed out a report on Health care signees.
4. AWPHD has an upcoming Webinar.

**SUPERINTENDENT REPORT**

- a. Monthly Harrison report
  1. No report.

**JOINT HOSPITAL DISTRICT MEETING:**

Next meeting will be in April.

**COMMISSIONER REPORTS AND MEETING SCHEDULES:**

- MCPHD2 Outreach Program, Trails End Water District, Sheriff's breakfast, Fire District, Belfair Water, North Mason Community Voice 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:**
  - 1.) No Meeting

Peggy VanBuskirk
- **EMS Council:**
  - 1.) EMT class, most have passed national testing.
  - 2.) Fire District 13 EMT class is starting March 3<sup>rd</sup>.
  - 3.) BLS class evaluator on March 1st
  - 4.) Mass casualty incident upcoming
  - 5.) The North Mason Regional Fire Authority has relinquished one Fire District 8 BLS license.

Frank McDonald
- **Mason Matters:**
  - 1.) No Report

Peggy VanBuskirk
- **Strategic Planning Committee:**
  - 1.) Sub-committee on MS (Wally, Tommy)  
Reported under Guest Speaker (above)
  - 2.) Sub-committee on Aging (Wally, Frank)  
No report

Dr. Volz, Tommy, Frank
- **NMSD #403 Health & Wellness Committee:**
  - 1.) Went over procedures and policies and changes (ie. more exercise) to be more in line with Federal regulations.
  - 2.) Improvement in school lunches noted
  - 3.) Considering having a closed campus when new school opens.

Peggy VanBuskirk
- **Marketing Committee**
  - 1.) Flyers for Outreach program have been distributed.

Dr. Volz, Tommy, Frank
- **By-Laws Committee**
  - 1.) Initial discussion on proposed changes to By-Laws. Sandy will retype the By-Laws with proposed/agreed changes. Further discussion deferred to next month to allow time to review RCW's, WAC's, and OPMA for clarification.

Tommy, Frank, Dr. Volz

**OLD BUSINESS:**

- a. Further Discussion on information presented by Lydia Buchheit during the January 28, 2014 meeting.

Amelea Hendrickson, who is the secretary for Anne Crosby (Principle for Pace Academy) reported to Herb that they do not have a pregnancy problem and are not interested in the program that Lydia talked about last month. After further discussion, the general consensus is to not provide funding at this time but possibly in the future.
- b. Further Discussion on November 26, 2013 minutes (if still desired. Discussion at last meeting was shortened due to quest speaker)

No additional discussion requested, as the motion to approve these minutes had already been approved.
- c. Further Discussion on the DOH Healthy Eating Committee

Peggy will talk with Heidi Iyall to learn more about the committee.
- d. Update on press releases for the March Outreach program

Ads for the March Outreach program have been placed in North Mason Life and Shelton Journal newspapers.
- e. Review of February 24<sup>th</sup> Class

Herb, Kaye and Sandy felt that the class was beneficial and worth the time.
- f. Proposed By-Laws discussion

See notes under By-Laws Committee.

**NEW BUSINESS:**

- a. Harrison Management Meeting Attendees

Herb, Kaye & Wally are slated to attend the April Meeting.
- b. Stipend review and discussion

Herb brought the latest stipend/mileage request from Tommy for Board review and approval prior to adding them to a voucher. Part of the request he did not question and had authorized them to be placed on tonight's voucher. However, he had felt that several of the items were not justifiable, but wanted the opinion of the Board. Each line item was reviewed. Several items were not approved and Tommy withdrew some. The approved items will be added to next month's voucher.
- c. Financial Report/Current Voucher Discussion/Approval/Signatures

Account balance as of January 31, 2014 was \$483,547.78  
Vouchers 1403-001 thru 1403-012 in the amount of \$7,414.23 were approved unanimously and signed.  
Reviewed the changes in the monthly financial reports for the commissioners.

d. *February- Annual Tickler file items*

- *Submit proposed By-Laws changes to attorney for review (if major changes considered)*
- *Prepare press release to announce Clinic Anniversary (April 2009 opening)*
- *Bi-Annual Community survey committee appointed and begins forming survey (even years)*
- *Usually receive invoice from AWPHD this month*

*March- Annual Tickler file items*

- *Report on MS meetings*
- *Bi-Annual Community survey committee submits proposed survey for approval (even years)*
- *Consider approved by-Laws changes for adoption*
- *Anniversary press release submitted to board for approval*
- *Usually receive invoice from EMS & Trauma Council dues this month.*
- *Quarterly Joint Hospital District meeting is held this month*

**EXECUTIVE SESSION:**

None

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

1. Tommy presented a request from Cat Ross at the Resource Center. She is asking for \$50.00 per day (\$450 for 9 days of rental of Resource center office) for the Affordable Health Care signup days. The general consensus was "no".
2. Harrison is considering setting up a Kiosk in the Clinic Waiting Room for Health Care signups.

**NEXT SCHEDULED MEETINGS**

Tuesday, March 25, 2014 at 7:00 PM in the Harrison Belfair Clinic Conference Room

**ADJOURN**

Meeting adjourned at 9:14 pm

Respectfully submitted by,



Tommy Thombs, Commissioner, Secretary

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**REGULAR MEETING OF THE BOARD OF COMMISSIONERS**  
 7 pm Tuesday February 25, 2014  
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**AGENDA**

1. **CALL TO ORDER:** 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: JANUARY 28, 2014 MEETING:**
5. **GENERAL PUBLIC COMMENT PERIOD:** (5 Min Max/person, 15 min total)
6. **GUEST SPEAKER:** Amber Albrecht ????
7. **CORRESPONDENCE:** (New since last meeting)
  - 1.
8. **SUPERINTENDENT REPORT:**
  - a. Monthly Harrison Report
  - b.
9. **JOINT HOSPITAL DISTRICT MEETING:**
10. **COMMISSIONER REPORTS** and Meeting schedules for next month where more than two commissioners will be present. No business will be discussed between commissioners at these meetings. MCPHD2
11. **COMMITTEE REPORTS:** (Existing)
  - a. Mason County Board of Health (Peggy)
  - b. EMS Council (Frank)
  - c. Mason Matters (Peggy)
  - d. Strategic Planning Committee (Wally, Tommy, Frank)
    1. Sub-committees reports on MS (Wally, Tommy) & Aging (Wally, Frank)
  - e. Health & Wellness Committee (Peggy)
  - f. Marketing Committee (Wally, Tommy, Frank)
  - g. By-Laws Committee (Wally, Tommy, Frank)
12. **OLD BUSINESS:**
  - a. Further Discussion on information presented by Lydia Buchheit during the January 28, 2014 meeting.
  - b. Further Discussion on November 26, 2013 minutes.
  - c. Further Discussion on the DOH Healthy Eating Committee
  - d. Update on press releases for the March Outreach program
  - e. Review of February 24<sup>th</sup> class.
  - f. Proposed By-Law discussion
13. **NEW BUSINESS:**
  - a. Harrison Management Meeting Attendees (face to face meetings will be held in Jan, April, July and October of each year) (Wally) b.
  - Financial Report/Current Voucher Discussion/Approval/Signatures (Wally/Sandy)
  - c. Stipend review and discussion (Herb)
  - d. **February- Annual Tickler file items**
    - Submit proposed By-Laws changes to attorney for review (if major changes considered)
    - Prepare press release to announce Clinic Anniversary (April 2009 opening)
    - Bi-Annual Community survey committee appointed and begins forming survey (even years)
    - Usually receive invoice from AWPdH this Month.
  - March- Annual Tickler file items**
    - Report on MS meetings
    - Bi-Annual Community survey committee submits proposed survey for approval (even years)
    - Consider approved By-Laws changes for adoption
    - Anniversary press release submitted to board for approval
    - Usually receive invoice from EMS & Trauma Council dues this month.
    - Quarterly Joint Hospital District meeting is held this month
14. **EXECUTIVE SESSION:**  
None scheduled.
15. **GOOD OF THE ORDER/ANNOUNCEMENTS/MISCELLANEOUS ITEMS**
16. **ADJOURN**

NEXT REGULAR MEETING: March 25, 2014 7:00 PM Harrison Belfair Clinic Conference Room