

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 March 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:**

None

**APPROVAL OF AGENDA ITEMS:**

Agenda approved unanimously as presented.

**APPROVAL OF MINUTES OF FEBRUARY 25, 2014:**

Minutes for 2/25/14 were approved unanimously.

**GENERAL PUBLIC COMMENT PERIOD:**

None

**GUEST SPEAKER:**

None

**CORRESPONDENCE:**

1. County Treasurer Re: Monthly Reports changes
2. Letter from Lydia Buchheidt.

**SUPERINTENDENT REPORT**

1. Review of Harrison Financial info.
2. Next Outreach program is May 2, 2014 from 5-7pm. It was decided to have the topic be "Communicating with persons with Dementia".
3. Dr. Volz talked about several other seminars that will be offered in Bremerton.
4. No contact has been made to see if there is any way for us to be able to donate to Monna Haugan program. Wally will investigate.

**JOINT HOSPITAL DISTRICT MEETING:**

No date set yet.

**COMMISSIONER REPORTS AND MEETING SCHEDULES:**

- > Sheriff's Breakfast, CAC, Fire District, Belfair Water District, 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.**

\*\*\*\*\*Harrison has asked Beau Bakken to join the Harrison Board.

**COMMITTEE REPORTS:**

- **Mason County Board of Health Meeting:** Peggy VanBuskirk
    - 1.) Proclamation for Public Health Week
    - 2.) Presentation by CHOICE, looking for more collaboration.
  - **EMS Council:** Frank McDonald
    - 1.) They want to set up a Face Book page, but will establish a protocol first.
    - 2.) Fire Fighters Suicide Prevention Committee has been started.
  - **Mason Matters:** Peggy VanBuskirk
    - 1.) Going over By-Laws
  - **Strategic Planning Committee:** Dr. Volz, Tommy, Frank
    - 1.) Sub-committee on MS (Wally, Tommy)  
No report
    - 2.) Sub-committee on Aging (Wally, Frank)  
No report
  - **NMSD #403 Health & Wellness Committee:** Peggy VanBuskirk
    - 1.) Next meeting is on May 28th
  - **Marketing Committee** Dr. Volz, Tommy, Frank
    - 1.) No Report
  - **By-Laws Committee** Tommy, Frank, Dr. Volz
    - 1.) No Report
- \*\*\*\*\*General Consensus is to no longer list the individual committees unless information is reported.

**OLD BUSINESS:**

- a. Further Discussion on the DOH Healthy Eating Committee  
Peggy had not had a chance to talk with Heidi yet.
- b. Review of March Outreach program  
Already discussed under Superintendent Report.
- c. Health Care sign-up report by Tommy  
Tommy has done 78 applications effecting over 100 people.
- d. Continued discussion of the Proposed By-Law changes  
Further review of proposed changes.

**NEW BUSINESS:**

- a. Harrison Management Meeting Attendees  
Herb, Kaye & Wally will be attending, but no date has been scheduled. An item for discussion with Harrison is contract renewal.
- b. Financial Report/Current Voucher Discussion/Approval/Signatures  
Account balance as of February 28, 2014 was \$484,393.94  
Vouchers 1404-001 thru 1404-010 in the amount of \$4,114.76 were approved unanimously and signed.  
Discussed change in commissioner financial reports.
- c. 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
- d. April- Annual Tickler file items
  - Commissioner PDC reports due by 04/15
  - Clinic anniversary (April 2009 opening) annual press release submitted to public.
  - Bi-Annual survey submitted to public (even years)
  - 1<sup>st</sup> quarter payroll taxes due by April, 30<sup>st</sup>
  - Usually receive invoice form NM Chamber of Commerce this month
  - Quarterly Harrison Management Meeting on clinic performance

**EXECUTIVE SESSION:**

None

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

1. Peggy will not be here for the May Meeting.
2. Mason General has an 800 number. 1-855-880-3201
3. Tommy was asking about the request to Harrison for possible financial reimbursement to North Mason Community Recourse Center room rental usage for Health Care Signups . The request has not yet been made to Harrison.

**NEXT SCHEDULED MEETINGS**

Tuesday, April 22, 2014 at 7:00 PM in the Harrison Belfair Clinic Conference Room

**ADJOURN**

Meeting adjourned at 8:26 pm

Respectfully submitted by,

  
Tommy Thombs, Commissioner, Secretary

Approved Minutes

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7 pm Tuesday March 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. Reminder: our meetings are voice recorded.
2. **ROLL CALL AND RECORD OF GUEST ATTENDANCE:**
3. **APPROVAL OF AGENDA:**
4. **APPROVAL OF MINUTES: FEBRUARY 25, 2014 MEETING:**
5. **GENERAL PUBLIC COMMENT PERIOD: (5 Min Max/person, 15 min total)**
6. **GUEST SPEAKER:**
7. **CORRESPONDENCE:** (New since last meeting)
  - I.
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 MCPHD2 business will be discussed between commissioners at these meetings.
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 the DOH Healthy Eating Committee
  - b. Review of March Outreach program
  - c. Continued discussion of Proposed By-Law changes
13. **NEW BUSINESS:**
  - a. Harrison Management Meeting Attendees (Wally)

(face to face meetings will be held in Jan, April, July and October of each year)
  - b. Financial Report/Current Voucher Discussion/Approval/Signatures (Wally/Sandy)
  - c. *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 form EMS & Trauma Council dues this month.
    - Quarterly Joint Hospital District meeting is held this month
  - April- Annual Tickler file items*
    - Commissioner PDC reports due by 04/15
    - Clinic anniversary (April 2009 opening) annual press release submitted to public
    - Bi-Annual survey submitted to public (even years)
    - 1st quarter payroll taxes due by April, 30st
    - Usually receive invoice from NM Chamber of Commerce this month
    - Quarterly Harrison Management Meeting on clinic performance
14. **EXECUTIVE SESSION:**

None scheduled
15. **GOOD OF THE ORDER/ANNOUNCEMENTS/MISCELLANEOUS ITEMS**
16. **ADJOURN**

NEXT REGULAR MEETING: April 22, 2014 7:00 PM Harrison Belfair Clinic Conference Room