

**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 September 22, 2015  
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:**

Ms. Kaye Massie, *President*; Mr. Tommy Thombs, *Secretary*  
Mrs. Peggy VanBuskirk; Mr. Herb Gerhardt  
Ms. Sandy Robertson, *Superintendent/Clerk*  
Dr. Lane Johnson, *Financial Officer*: absent

**GUESTS IN ATTENDANCE:**

Carl Ehresman, Jeromy Hicks, Bev Wendell

**APPROVAL OF AGENDA ITEMS:**

Motion made and seconded to approve the presented agenda. (Old Business: item b and New Business: item e had been added since first draft of agenda was posted online.) Agenda approved unanimously.

**APPROVAL OF MINUTES OF AUGUST 25, 2015:**

Motion made and seconded to approve the meeting minutes of 8/25/15. Minutes approved unanimously.

**GENERAL PUBLIC COMMENT PERIOD:**

None

**GUEST SPEAKERS:**

Carl Ehresman: Gave update on purchase of Monitors. Harrison Foundation is setting aside monies to help fund the purchase of various pieces of equipment for NMRFA. NMRFA is still looking to MCPHD2 to help in the purchase of a monitor (anticipated cost \$30,000 to \$35,000). The Board is asking for a letter from NMRFA stating what equipment and costs are being purchased before the Board will write a letter of intent to help with the purchase.

\*\*\*Herb mentioned a point that was brought up at the last NM School Board meeting. Currently the High School has only one AED. Carl will talk with the school superintendent about NMRFA possibly loaning AED's to school until they are able to purchase additional units.

Jeromy Hicks: Talked about a program on bicycle and water safety that the Fire district is planning to conduct in the NM schools.

In order to help reduce the possibility of head injury Jeromy did a "needs" assessment on bicycle helmets. (hand out given to the Board). He is looking to initiate a program that will provide a free bike helmet to all K--5 children in the North Mason area. The helmets are adjustable and will be properly fitted to each child. He is requesting help from MCPHD2 on the purchase of the helmets (\$6,000). If the board agrees to help with the purchase, we will request a inter-local agreement.

Sandy will check with the Auditor to see if this purchase is within the scope of the District.

\*\*\*Kaye mentioned that she often sees boaters not putting up a flag when a skier is down in the water.

Jeromy stated that it is a requirement to put up an orange flag when a skier is in the water.

\*\*\*Herb mentioned that people often stop by the sheriff's office looking for help in properly installing a child-car seat. Since Jeromy is the only State certified car seat technician in Mason County it is best to refer them to NMRFA for assistance.

\*\*\*Jeromy mentioned that Group Health has ended their drug take back program. That has meant an increase in the amount placed in the Drug Take Back Box at the fire district.

\*\*\*Tommy mentioned that there are many home schooled children in the NM area.

**CORRESPONDENCE:**

1. Invitation from the Salmon Center to their Gala.
2. Invitation to attend the WSHA Annual Meeting.

3. Letter from AWPHD Re: Voting Representative at their Annual Meeting. (Sandra R. was approved as the voting Rep for the District)
4. Letter from County Treasurer. Re: Timber Tax distribution
5. Flyer from the Coalition of Churches and Community.
6. State Auditor's Office: Follow up phone call from Cindy Evans in regards to stipends for electronic attendance.
7. Email from Tommy in regards to the EMS Council items.
8. Email from Peggy. MC Public Health August 2015 monthly activity report.
9. Email from State Auditor's Office: Survey information (New Business item e.)
10. Informational Letter from Foster Pepper Re: Text messages (topic had been previously discussed during our April 2015 meeting)

#### **SUPERINTENDENT REPORT**

1. As of September 1st, Meg Becker is no longer the Belfair Clinic Manager. Kelly Riley is the current Interim Manager. Susan Perkins has been selected as Belfair Clinic Manager. A specific official start date for her has not been announced but Sandy is scheduled to meet with her and Kelly on Thursday of this week.
2. Also, as of September 1st, Urgent care is now under HHP.
3. Sandy had a phone meeting with David Schultz (Market President, Peninsula Region & Board of Director's Harrison Medical Center). He wanted to be sure that the District was made aware of the above-mentioned changes at the Belfair clinic. A goal to eliminate, or at least greatly reduce, the "facilities fee" is still in the works but he is certain it will not happen within Harrison's current fiscal year. They are working on getting their charges in line with CHI's.
4. Sandy met with Gary Kriedberg, (Primary Care & Medical Specialty Operations). He will be assisting Susan with putting together financial information for the clinic to provide to the District.
5. Sandy gave a handout to help show the trends in the amounts of urgent and primary care clinic visits on a monthly and yearly basis.

#### **JOINT HOSPITAL DISTRICT 1 & 2 MEETING:**

Next meeting is scheduled for 10am on Thursday October 15 in Shelton. Kaye, Peggy and Sandy are slated to attend.

#### **UPCOMING MEETINGS THAT (2 or more) COMMISSIONERS MAY BE ATTENDING:**

Candidate Forum (9/24), NM Community Voice (9/28), Sheriff's Breakfast meeting (10/1), Oyster Fest (10/3 & 4) Port of Allyn (10/5), NM Chamber After Hours (10/8), CAC meeting (10/12), NM Regional Fire Authority meeting (10/13), Belfair Water (10/13), NM School Board meeting (10/15), NM Regional Fire Authority at Station 81 (10/20), NM community Voice (10/26), NM Chamber luncheon (10/28), 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.**

#### **COMMISSIONER REPORTS:**

##### **Peggy VanBuskirk: Board of Health meeting**

1. Discussed the Syringe exchange program in Thurston County and if Mason County wanted to initiate something similar. The County Commissioner's requested information on associated costs for the program.
2. Discussed the increase in drug use/abuse and the increase in crime associated with it. It has gone up steadily in Mason County at a rate higher than the State average. Additional information has been requested from multiple entities.

##### **Herb Gerhardt: Sheriffs Breakfast meeting**

1. The County Jail is too small, overcrowded, understaffed, etc. A bond issue is probably going to be happening in the near future.

##### **Herb Gerhardt: School Board meeting**

1. The school board is forming a financial committee and is looking for citizen volunteers to be on it.

#### **COMMITTEE REPORTS:**

NONE

#### **OLD BUSINESS:**

##### **a. Superintendent Job description review**

Reviewed the Job Description Sandy had emailed out. There were several minor changes requested. Sandy will make the changes. Motion made and seconded to approve the Job Description with the suggested changes. Approved unanimously.

##### **b. Review of Outreach options**

Discussed several suggested options for topics. Sandy has the Board's approval to pursue setting up Outreach programs. She is also requesting permission to place a news release in the local publications asking for

public input as to what healthcare topics that may be of particular interest to the people of North Mason. Sandy has the Boards approval.

**NEW BUSINESS:**

- a. Harrison Management Meeting Attendees  
The next meeting is set for Tuesday October 27, 2015 @ 8am at the Belfair Campus. Lane, Herb, and Sandy are slated to attend.
- b. Financial Report/Current Voucher Discussion/Approval/Signatures  
Account balance as of August 31, 2015 was \$702,166.44  
Vouchers 1510-001 thru 1510-010 in the amount of \$4,895.08 were approved unanimously and signed.
- c. 2016 Budget initial review  
Discussed the proposed 2016 budget. We have not yet received any revenue information from the County. Several changes in line item expenditure amounts were suggested. Sandy will update the proposed budget with the suggested amounts. When revenue info is received from the County, she will update the revenue amounts and forward the updated proposed budget to the commissioners for their review prior to next month's meeting. The budget hearing announcement is ready to go the Shelton Journal.
- d. Chamber Add  
North Mason Chamber of Commerce is soliciting adds for their upcoming 2016 Members Directory. Discussed placing an advertisement in the publication and general concession is to not place an add at this time.
- e. Email from State Auditor: review and discussion  
We received an email from SAO stating that a survey will be sent out to government entities with questions relating to the impact of public records requests on public entities, focusing on costs associated with fulfilling the requests. SAO was also verifying who to send the survey to and Sandy responded to the email requesting they send the survey to her.  
Separate from the upcoming survey, Herb stated that there will be a bill coming up on the public record act and records requests. He is asking if we the Board wanted to make official recommendations to the legislature of requested changes in the PRA or to allow commissioners as a private individual to do so on their own. General consensus is to allow comments to the legislature to be made as a private individual.

**EXECUTIVE SESSION:**

None

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

Peggy mentioned a friend of hers utilized the clinic and was very impressed and is planning on changing his primary care to the Belfair clinic.

Tommy will be attending a CHIP meeting/class in Olympia tomorrow and is asking the Board to reimburse him for mileage. Motion made and seconded to approve reimbursement for mileage to the CHIP Training in Olympia. Motion carried unanimously.

Kaye reminded the board of the Candidate forum on September 24th.

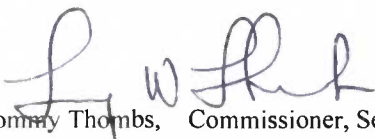
**NEXT SCHEDULED MEETING**

Tuesday, October 27, 2015 at 7:00 PM in the Harrison Belfair Clinic Conference Room

**ADJOURN**

Meeting adjourned at 10:04 pm

Respectfully submitted by,



Tommy Thombs, Commissioner, Secretary

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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: AUGUST 25, 2015 MEETINGS:**
5. **GENERAL PUBLIC COMMENT PERIOD:** (5 Min Max/person, 15 min total)
6. **GUEST SPEAKER:** NMRFA rep to give update on monitors
7. **CORRESPONDENCE:** (New since last meeting)
  - 1.
8. **SUPERINTENDENT REPORT:**
  - a. Monthly Harrison Report .....
  - b.
9. **JOINT HOSPITAL DISTRICT MEETING:**  
Scheduled for October 15, 2015. 10 am in Shelton
10. **UPCOMING COMMISSIONER MEETINGS**  
Meeting schedules for next month where more than two commissioners may be present.  
No MCPHD2 business is to be discussed between commissioners at these meetings.
11. **COMMISSIONER REPORTS on meetings attended**
12. **COMMITTEE REPORTS:** (Existing)
13. **OLD BUSINESS:**
  - a. Superintendent Job description review
  - b. Review of Outreach options
14. **NEW BUSINESS:**
  - a. Harrison Management Meeting Attendees  
(face to face meetings will be held in Jan, April, July and October of each year)  
Next meeting will be on Tues October 27 @ 8am at the Belfair Campus  
(Herb, Lane & Sandy are slated to attend)
  - b. Financial Report/Current Voucher Discussion/Approval/Signatures
  - c. 2016 Budget initial review (Sandy)
  - d. Chamber Ad (Kaye)
  - e. Email from State Auditor review and discussion.
15. **EXECUTIVE SESSION:**  
None scheduled
16. **GOOD OF THE ORDER/ANNOUNCEMENTS/MISCELLANEOUS ITEMS**
17. **ADJOURN**

NEXT REGULAR MEETING: October 27, 2015 7:00 PM Harrison Belfair Clinic Conference Room