

**MASON COUNTY PUBLIC HOSPITAL DISTRICT #2**

POB 1626, Belfair, WA 98528

Phone #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 August 25, 2020

Due to Governor Inslee's "Stay Home, Stay Healthy" order, the public was not allowed to physically attend the meeting. The meeting was held via Zoom teleconference and information on how to join the meeting was on the MCPHD2 website.

**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

**MEMBER IN ATTENDANCE VIA TELEPHONE (audio only):**

**COMMISSIONER.**

Mr. Tommy Thombs, *President*

**MEMBERS IN ATTENDANCE VIA ZOOM TELECONFERENCE (audio and video) :**

**COMMISSIONERS.**

Mr. Herb Gerhardt; Ms. Kaye Massie

**MEMBERS IN ATTENDANCE PHYSICALLY:**

**COMMISSIONERS.**

Mrs. Patty Stone, *Secretary*; Mrs. Peggy VanBuskirk, *Financial Officer*;

**SUPERINTENDENT/CLERK**

Ms. Sandra Robertson

**GUESTS IN ATTENDANCE VIA ZOOM TELECONFERENCE:**

Kelly Riley-Debuysere : Belfair Clinic manager

**APPROVAL OF AGENDA ITEMS:**

Motion made and seconded to approve the presented agenda. Agenda approved unanimously.

**APPROVAL OF MINUTES OF JULY 28, 2020:**

Motion made and seconded to approve the presented meeting minutes for 7/28/2020. Minutes approved unanimously.

**GENERAL PUBLIC COMMENT PERIOD:**

None

**GUEST SPEAKERS:**

Kelly Riley-Debuysere

1. Primary Care volumes are back up to "normal", but urgent care volumes are still low (avg. 16/day)
2. The Belfair Clinic is currently doing Covid-19 testing for asymptomatic exposed patients.
3. CHI is looking into doing Covid-19 testing inside of their clinic instead of outside. Kelly will keep us informed.
4. Kelly presented a request to the Board.
  - a. The Belfair Clinic is scheduled to be open on Thanksgiving and Christmas.
  - b. All other CHI primary and urgent care clinics are closed on those days.
  - c. Kelly is asking the Board permission to also close the Belfair Clinic on those days.
5. The commissioners discussed the request. Before deciding, the commissioners want to know what the volumes have historically been on those days and what was the severity of the visits.
  - a. Kelly will update the commissioners on the requested information during the September meeting.
6. Discussed the Covid-19 outbreak at St. Michael Medical Center.

**CORRESPONDENCE:**

- 1. WSHA is holding their annual meeting virtually. The dates are spread out over several months. Sandy is not planning on attending this year.

**SUPERINTENDENT REPORT:**

- 1. Update on clinic.
  - a. Discussed under “Guest Speaker”.
- 2. Corresponded with David Schultz regarding possible name change of the Belfair Clinic. A change is not imminent, but they will follow the contract requirements when CHI is ready to move forward with a name change for the clinic.

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

No meeting is currently scheduled.

**UPCOMING MEETINGS / EVENTS THAT (3 or more) COMMISSIONERS MAY BE ATTENDING:**

- 1) Moving Mason Forward meeting August 27, 2020
- 2) Opioid Stakeholder meeting Sept 9, 2020

\*\*\*\*Due to COVID-19 and Governor Inslee’s “Stay Home, Stay Healthy.” order, most of the regularly attended meetings and events have been canceled or postponed. If any additional meetings are attended, they will be reported during the September meeting.

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

**COMMISSIONER REPORTS:**

No meetings attended.

**COMMITTEE REPORTS:**

No currently active committees.

**OLD BUSINESS:**

- a. Medical Virtual visit fees
  - 1. CHI Urgent care virtual visits fee is \$35.
  - 2. CHI Primary or Specialty virtual care visit is charged at the same rate as an in-person visit.
  - 3. Multiple other health care providers fee structure are similar to CHI for both virtual urgent and primary /specialty care visits. The actual fees charged are different.
- b. Resolution 2020-0002 Superintendent Salary increase.
 

During the July 28, 2020, the commissioners approved a 1.75% pay increase for the superintendent. Resolution 2020-0002 stating such was presented to the board. Motion made and seconded to approve the resolution. Motion carried unanimously.

\*\*\*\*The resolution was physically signed by Peggy and Patty since they were physically present. Tommy, Herb, and Kaye gave their verbal permission for the Superintendent to sign the resolution on their behalf.

**NEW BUSINESS:**

- a. Harrison/CHI Quarterly Management Meeting  
 (face to face meetings will be held in Jan, April, July, and October of each year)  
 The next meeting is scheduled for October 26, 2020 at 8:30 am in the Belfair Clinic conference room. This meeting may be modified due to Covid-19 distancing guidelines and “Stay Home, Stay Healthy” orders in effect at the time of the meeting.
- b. Financial Report/Current Voucher Discussion/Approval/Signatures  
 July 1, 2020 account balance (including investment fund): \$820,946.94  
 July Expenses: \$5,589.62  
 July Revenue: \$7,291.46  
 July 31, 2020 account balance (including investment fund): \$822,648.78  
 September 2020 AA Vouchers 2009-0001 thru 2009-0013 in the amount of \$6,210.41 were approved unanimously and signed by Patty Stone, Peggy VanBuskirk, and Sandra Robertson.  
 \*\*\*\*Due to the “Stay Home, Stay Healthy” order and not being able to have a quorum of commissioners physically present to sign a regular voucher, the Commissioners unanimously approved the “regular” August voucher as an Auditing Agent voucher instead. An Auditing Agent voucher requires the signature on one Commissioner and the Superintendent.  
 \*\*\*\*\*An invoice from our insurance company for D & O insurance has not yet been received. Superintendent is asking permission to do an auditing agent voucher once it has been received. Motion made and seconded to authorize an auditing agent voucher for the D&O insurance up to \$3000.00. Motion approved unanimously.

**REVIEW OF MCPHD2 LONG TERM GOALS:**

- a. Continuation of reviewing long-term goals of the District.
  - 1. No discussion

**EXECUTIVE SESSION:**

None

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

Preliminary budget proposal due to the commissioners for the September meeting.

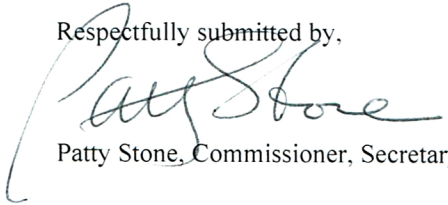
**NEXT SCHEDULED MEETING:**

September 22, 2020 7:00 PM Harrison Belfair Clinic Conference Room is the normal meeting location, but meeting may need to be held via teleconference, dependent on any "Stay Home, Stay Healthy" order in effect at that time.

**CONCLUDE MEETING:**

Meeting concluded at 7:42 pm

Respectfully submitted by,



Patty Stone, Commissioner, Secretary

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**REGULAR MEETING OF THE BOARD OF COMMISSIONERS**  
7 pm August 25, 2020  
Harrison Belfair Clinic Conference Room

\*\*\*\*\*This meeting will be held via teleconference and instructions for public attendance will be on our website.

**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: JULY 28, 2020 MEETING:**
5. **GENERAL PUBLIC COMMENT PERIOD:** (5 Min Max/person, 15 min total)
6. **GUEST SPEAKERS:**
7. **CORRESPONDENCE:** (New since last meeting)
8. **SUPERINTENDENT REPORT:**
9. **JOINT HOSPITAL DISTRICT MEETING:**  
No meeting is currently scheduled.
10. **UPCOMING COMMISSIONER MEETINGS**  
Due to many of September's meetings having already been postponed or cancelled, any meetings attended by commissioners between August 26 and September 22<sup>nd</sup> will be reported during the September 22 commissioner's meeting.  
**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. Medical Virtual visit fees.
  - b. Resolution 2020-0002 Superintendent Salary increase.
14. **NEW BUSINESS:**
  - a. Harrison Management Meeting Attendees  
(face to face meetings will be held in Jan, April, July, and October of each year)  
The next meeting is scheduled for October 26, 2020 at 8:30 am and may be held via Zoom Conferencing, dependent on distancing guidelines and "Stay Home, Stay Healthy" orders in effect on October 26, 2020 Herb, Tommy, Sandy, David Butcherite, and Kelly Riley-Debuysere are slated to attend.
  - b. Financial Report/Current Voucher Discussion/Approval/Signatures
15. **REVIEW OF MCPHD2 LONG TERM GOALS:**
  - a. Continuation of the reviewing long-term goals of the District.
    - 1.
16. **EXECUTIVE SESSION:**  
None scheduled (The normally scheduled ES in May, to begin Superintendent annual review, has been postponed until the commissioners can meet in person )
17. **GOOD OF THE ORDER/ANNOUNCEMENTS/MISCELLANEOUS ITEMS:**
18. **CONCLUDE / ADJOURN MEETING:**

**NEXT REGULAR MEETING:**

**Tuesday...September 22, 2020** 7:00 PM Belfair Clinic Conference Room or via Teleconference\*\*\*\*\*Location will be dependent on distancing guidelines and "Stay Home, Stay Healthy" orders in effect on Sept 22, 2020