

**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 May 23, 2023

The meeting was held in person and virtually via Zoom teleconference. Information on how to join the meeting via Zoom 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

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

**COMMISSIONERS.**

Mr. Tommy Thombs, *President*;

**MEMBERS IN ATTENDANCE PHYSICALLY:**

**COMMISSIONERS.**

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

**SUPERINTENDENT/CLERK**

Ms. Sandra Robertson

**EXCUSED ABSENCE:** Commissioner Kaye Massie

**GUESTS IN ATTENDANCE :**

In Person: none

Via Zoom: none

**APPROVAL OF AGENDA ITEMS:**

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

**APPROVAL OF MINUTES OF APRIL 25, 2023**

Motion made and seconded to approve the presented meeting minutes for 4/25/2023 Regular meeting. Minutes approved unanimously.

**GENERAL PUBLIC COMMENT PERIOD:**

None

**GUEST SPEAKERS:**

None

**CORRESPONDENCE:**

1. General information emails from MRSC, WSHA, AWPHD, SAO, NRHA
2. Letter from Employment Security Department with updated info on WA Cares Fund.
3. Email from Belfair Urgent care manager; due to multiple providers calling out on May 11, 2023, the Belfair Urgent Care was closed. They were coordinating with Adam Boyd PA to possibly see some patients at the North Mason Fire Authority.

**SUPERINTENDENT REPORT:**

1. Attended several webinars given by WSHA and AWPHD. General information, nothing specific to only our district
2. Attended several meetings, Opioid Stakeholder (May 10), Mason Matters (May 5), Moving Mason Forward (April 27).
3. No one filed for commissioner position 4 during open enrollment.

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

No meeting is currently scheduled.

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

List of possible upcoming meetings in June 2023 was sent to the commissioners.

\*\*\*\* Any meetings attended by commissioners between May 24, 2023 and June 27, 2023 will be reported during the June 27, 2023 commissioner's meeting.

**No MCPHD 2 business is to be discussed between commissioners at any of these meetings except for official MCPHD2 public meetings.**

**COMMISSIONER REPORTS:**

**Tommy: EMS Council (5-18-2023)**

1. Did not have quorum for this meeting. Only read reports from several individuals. In order to approve payment of bills, a special meeting was held on 22, 2023 and a quorum was present for that meeting.
2. The CPR survival rate in Mason County for witnessed heart attacks is 9.8%. The national average is 7.5%. WA state average is 11.3%
3. Only one failure in EMT Registry testing, but they are planning on retaking the test.
4. On the Olympic Peninsula, Opioid overdose is #1 cause of death. Suicide is #2.
5. June 22 there is a scheduled test for Surge Capacity in Western WA.

**Peggy: Behavioral Health and Housing meeting (4-26-2023)**

1. Superintendent will send out a copy of draft minutes from their last meeting.

**Peggy: Board of Health Meeting (5-23-2023)**

1. Superintendent will send out the meeting packet.
2. Looking to purchase a mobile van for testing purposes and various other uses.

**Herb: Substance Abuse Prevention Coalition meeting (5-17-2023)**

**Herb: Opioid Stakeholder meeting (5-10-2023)**

**Herb: Moving Mason Forward (4-27-2023)**

1. North Mason Resources has merged with Crossroads.

**Patty: Mason Matters (5-5-2023)**

1. Main topic was on Blue Zones.
2. Contract has been signed to get WIC back in Shelton. Anticipated start time in this fall.

**COMMITTEE REPORTS:**

- a. No currently active committees.

**OLD BUSINESS:**

- a. VMFH change in signage continued discussion.  
No update

**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 July 24, 2023 at 8:30 am and may be held via Zoom. Tommy, Herb, and Sandra are slated to attend.
- b. Resolution 2023-0001 for payment to St. Michael Medical Center  
A copy of the resolution had been sent to each commissioner prior to the meeting. Motion made and seconded to approve Resolution 2023-0001. Motion was passed unanimously by the 4 commissioners in attendance.

c. Financial Report/Current Voucher Discussion/Approval/Signatures

April 1, 2023, account balance (including investment fund): \$896,620.19

April Expense: \$11,091.11

April Revenue: \$148,662.37

April 30, 2023 account balance (including investment fund): \$1,034,191.45

June 2023 Vouchers 2306-0001 through 2306-0011 in the amount of \$181,131.23 were approved unanimously. The voucher cover sheet was signed by the 3 commissioners physically present, and Sandra Roberson signed for Commissioner Thombs after he gave permission for her to do so.

\*\*\*\*\* The Mason County Auditor as instructed the Mason County Auditor to automatically swiping \$1,983.52 from our account on or about May 24, 2023 to cover our costs associated with the voter pamphlet costs in 2022.

\*\*\*\*\* As a courtesy, for the last several years, the Superintendent has been keeping track of meetings attended by each commissioner and filling out a reimbursement form for them. The forms themselves have been signed by each commissioner.

This has been a different procedure than what is currently in the district by-laws. So, starting with the June 27, 2023, meeting the procedure spelled out in the by-laws will be followed. The commissioners have the option of filling out the reimbursement form themselves or asking the superintendent to do so once a list of stipends, mileage, reimbursement items (other than the monthly commissioner meeting) is received in writing (paper or electronic) by the superintendent.

e. Superintendent annual review.

The Board conducts an annual review of the Superintendent. With the consent of the Superintendent, the Board did their review during the open meeting and gave her a good review.

\*\*\*\*\*The Superintendent stated that she is not requesting, nor will she accept a cost-of-living increase for this year.

**REVIEW OF MCPHD2 LONG TERM GOALS:**

a. Continuation of reviewing long-term goals of the district.

1. Superintendent is continuing work on a policy and procedure manual.

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

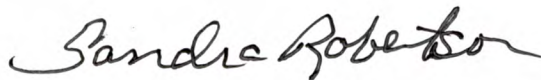
Herb: Wooden statue of a sheriff deputy is now at the NMRFA alongside a wooden statue of a Fire Fighter.

Herb: Relayed an experience he had with a scam caller.

**CONCLUDE MEETING:**

Meeting concluded at 8:08 pm

Respectfully submitted by,



Sandra Robertson, Superintendent

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**REGULAR MEETING OF THE BOARD OF COMMISSIONERS**

7 pm May 23, 2023

Harrison Belfair Clinic Conference Room

\*\*\*\*\*Public attendance can be in person or via Zoom and link information will be on our website. Please note, if attending in person, masks are required due to the meeting being held in a medical facility.

**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: APRIL 25, 2023 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 where 3 or more commissioners may be in attendance:**  
Any meetings attended by commissioners between April 26, 2023 and May 23, 2023 will be reported during the May 23, 2023 commissioner's meeting.  
**NO MCPHD2 business is to be discussed between commissioners at these meetings except during official MCPHD2 public meetings**
11. **COMMISSIONER REPORTS on meetings attended**
12. **COMMITTEE REPORTS:** (Existing)
13. **OLD BUSINESS:**
  - a. VMFH change in signage continued discussion.
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 July 24, 2023 at 8:30 am and may be held via Zoom Conferencing.
  - b. Resolution 2023-0001 for payment to St. Michael Medical Center.
  - c. Financial Report/Current Voucher Discussion/Approval/Signatures
15. **REVIEW OF MCPHD2 LONG TERM GOALS:**
  - a. Continuation of reviewing long-term goals of the District.
16. **EXECUTIVE SESSION:**  
May elect to begin the Superintendent annual review during the regular meeting (like May 2022) instead of during an executive session.
17. **GOOD OF THE ORDER/ANNOUNCEMENTS/MISCELLANEOUS ITEMS:**
18. **CONCLUDE / ADJOURN MEETING:**

**NEXT REGULAR MEETING** Tuesday June 27, 2023 7 PM