

MASON COUNTY PUBLIC HOSPITAL DISTRICT #2
POB 1626, Belfair, WA 98528
Phone #360-275-2517
E-mail: mcphd2@mcphd2.org Web page: <http://mcphd2.org>
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
7 pm Tuesday September 26, 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; Ms. Kaye Massie

SUPERINTENDENT/CLERK

Ms. Sandra Robertson

GUESTS IN ATTENDANCE :

In Person: Alexandra (Alex) Miller

Virtually: Diane Kropp-Wolner, Kelly Riley-Debuysere

APPROVAL OF AGENDA ITEMS:

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

APPROVAL OF MINUTES OF AUGUST 22, 2023

Motion made and seconded to approve the presented meeting minutes for 8/22/2023 Regular meeting. Minutes approved unanimously.

GENERAL PUBLIC COMMENT PERIOD:

None

GUEST SPEAKERS:

Diane Kropp-Wolner Primary Care Clinic Manager

1. Still recruiting for additional physician

Kelly Riley-Debuysere Urgent Care Clinic Manager

1. ARNP assigned to Belfair will begin seeing patients in about one week.

CORRESPONDENCE:

1. General information emails from MRSC, WSHA, AWPHD, SAO, NRHA
2. Multiple emails regarding the Audit
3. Letter from SAO regarding Audit rate adjustment for 2024
4. Invite to St. Michael's new patient tower groundbreaking ceremony on October 4, 2023

SUPERINTENDENT REPORT:

1. Attended a SAO webinar on 8-29-23. The focus was audits in general.
2. Audit is officially in full swing. The first meeting with our local auditor was on 9-6-23 via Teams.
3. Attended a WSHA webinar "Charity Care 101" on 9-6-2023
4. Met with Diane Kropp-Wolner in her office in Gig Harbor

5. Audit Risk Assessment with Auditor was held on 9-7-2023. Commissioner Gerhardt also attended.
6. Attended Opioid Stakeholder meeting on 9-13-2023
7. Met with Commissioner Gerhardt on 9-7-2023 to review agreement with St. Michael.
8. Met with Commissioners Thombs and Gerhardt on 9-18-2023 to review agreement with St. Michael.
9. Met with Chief Bakken on 9-13-2023
10. Attended Mason Matters meeting on 9-22-2023. Briefly met with Eric Moll after the meeting.
11. Met with Chad Melton on 9-20-2023 regarding signage amendment to current agreement.
12. Gave an update on the status of the Audit.

JOINT HOSPITAL DISTRICT 1 & 2 MEETING:

When meeting with Eric Moll on 9-22-2023 we discussed a possible time for the next joint meeting to be held right after the next Mason Matters meeting on October 27, 2023. That date was agreeable to the MCPHD2 commissioners. Superintendent with confirm with Eric Moll.

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

A list of possible upcoming meetings in October 2023 was sent to the commissioners.

**** Any meetings attended by commissioners between September 27, 2023 and October 24, 2023 will be reported during the October 24, 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 & Trauma Council (9-18-2023)

1. Budget Meeting with executive board

Tommy: EMS & Trauma Council (9-21-2023)

1. Regular meeting.
2. Dues will be increasing.
3. Non-compete clause with Olympic Ambulance has expired.
4. Patient records need to be electronic.

Peggy: MC Housing and Behavioral Health meeting (8-23-2023)

1. Superintendent will send out the draft meeting minutes from the 8-23-2023 meeting.

Peggy: Board of Health (9-26-2023)

1. Discussed Flu, RSV and Covid immunizations.
2. 1 case of Candida auris infection reported in WA.
3. Received grant for Mobile Care Van.

Patty: Mason Matters (9-22-2023)

1. Discussed Rapid Drug Screening machine Mason County will be getting.
2. Continued discussion on Blue Zones.
3. WIC anticipated to up and running in Jan 2024. Office will be in the Shelton YMCA.

Herb: Audit Risk Assessment (9-7-2023)

1. Met with Superintendent -Robertson and local Auditor James Jones.

Herb: Moving Mason Forward (8-24-2023)

Herb: Opioid Stakeholder meeting (9-13-2023)

Herb: Audit Entrance Conference (9-19-2023)

Herb: Substance Abuse Prevention Coalition meeting (9-20-2023)

COMMITTEE REPORTS:

- a. St. Michael agreement committee. (Gerhardt, Thombs, Robertson)
 - 1. Commissioner Gerhardt and Superintendent Robertson met on 9-7-2023.
 - 2. Commissioners Thombs and Gerhardt and Superintendent Robertson met on 9-18-2023.
 - 3. Copy of their suggestions for the contract has been sent to all commissioners for their review.

OLD BUSINESS:

- a. VMFH change in signage continued discussion.
Copy of proposed Belfair Clinic Signage amendment to current St. Michael agreement was sent to all commissioners for their review.
****Motion made and seconded to approve the amendment. Motion passed unanimously and all commissioners will sign the amendment.
- b. Continued review of current agreement with St. Michael Medical Center—VMFH
Suggested changes to the current agreement were reviewed. Commissioners have asked the Superintendent to send the current draft to our Attorney for his review prior to sending it to St. Michael.

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 currently scheduled for October 23, 2023 at 8:30 am. Superintendent Robertson will be at the WSHA Annual meeting and will not be able to attend on that date. She is requesting to move the date. Commissioners agreed and she will work with VMFH and Commissioners Thombs and Gerhardt to come up with an alternative date.
- b. Financial Report/Current Voucher Discussion/Approval/Signatures
August 1, 2023, account balance (including investment fund): \$904,625.92
August Expense: \$6,440.66
August Revenue: \$10,504.19
August 31, 2023 account balance (including investment fund): \$908,689.45
October 2023 Vouchers 2310-0001 through 2310-0011 in the amount of \$5,981.34 were approved unanimously. The voucher cover sheet was signed by the four commissioners physically present. Sandra Roberson signed for Commissioner Thombs after he gave permission for her to do so.
- c. Initial review of proposed 2024 Budget
The Superintendent presented a proposed budget for 2024.
The commissioners reviewed and discussed the proposed budget. Slight changes were requested.
We will hold a Public Budget Hearing during our October 24, 2023 meeting.

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.

EXECUTIVE SESSION:

None

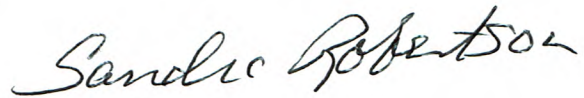
GOOD OF THE ORDER/ANNOUNCEMENTS/MISCELLANEOUS ITEMS:

- 1. Commissioners are glad that a Joint Meeting with PHD1 is being scheduled.

CONCLUDE MEETING:

Meeting concluded at 8:05 pm

Respectfully submitted by,

A handwritten signature in black ink that reads "Sandra Robertson". The signature is written in a cursive style with a large, prominent 'S' and 'R'.

Sandra Robertson, Superintendent

MASON COUNTY PUBLIC HOSPITAL DISTRICT #2
POB 1626, Belfair, WA 98528 (360-275-2517)
E-mail: mcphd2@mcphd2.org Web page: <http://mcphd2.org>
REGULAR MEETING OF THE BOARD OF COMMISSIONERS

7 pm September 26, 2023

Harrison Belfair Clinic Conference Room

*****Attendance can be in person or via Zoom

Zoom information:

Meeting ID: 833 7341 1975

Passcode: 871932

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 22, 2023 MEETING:**
5. **GENERAL PUBLIC COMMENT PERIOD:** (5 Min Max/person, 15 min total)
6. **GUEST SPEAKERS:** Stephen Howey (primary care director of operations) may elect to join the meeting
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 August 23, 2023 and September 26, 2023 will be reported during the September 26, 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.
 - b. Continued review of current contract with St. Michael Medical Center---VMFH
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 23, 2023 at 8:30 am and may be held via Zoom Conferencing.
 - b. Financial Report/Current Voucher Discussion/Approval/Signatures
 - c. Initial review of proposed 2024 Budget
15. **REVIEW OF MCPHD2 LONG TERM GOALS:**
 - a. Continuation of reviewing long-term goals of the District.
16. **EXECUTIVE SESSION:**
None.
17. **GOOD OF THE ORDER/ANNOUNCEMENTS/MISCELLANEOUS ITEMS:**
18. **CONCLUDE / ADJOURN MEETING:**

NEXT REGULAR MEETING Tuesday October 24, 2023 7 PM