

**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://www.mcphd2.org>  
**REGULAR MEETING OF THE BOARD OF COMMISSIONERS**  
7 pm Tuesday December 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 excused absence: Ms. Kaye Massie

**SUPERINTENDENT/CLERK**

Ms. Sandra Robertson

**GUESTS IN ATTENDANCE :**

None

**APPROVAL OF AGENDA ITEMS:**

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

**APPROVAL OF MINUTES OF NOVEMBER 28, 2023**

Motion made and seconded to approve the presented meeting minutes for 11/28/2023 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. IRS...mileage rate increase effective Jan 1, 2024 \$0.655 to \$0.67 per mile
3. WA Register- Office of financial management. Effective Jan 1, 2024 Stipend rate for Hospital District commissioners is increasing from \$128 to \$161 per day.
4. PDC- per their request, the commissioner list has been updated.

**SUPERINTENDENT REPORT:**

1. Diane Kropp-Wolner let me know that Primary Care is electing to delay changing their daily operating hours. She will keep us informed as to when/if they change them.
2. Kelly Riley-DeBuysere let me know that on Thanksgiving day, Urgent care saw 13 patients. On Christmas eve day Urgent care saw 26 patients and on Christmas day Urgent care saw 13 patients.
2. Meetings attended:
  - a. 12-22-23 Met with Eric Moll, PHD1 Superintendent.
  - b. 12-22-23 Met with Alexandra Miller, MCPHD2 commissioner-elect.
  - c. 12-21-23 Moving Mason Forward

- d. 12-19-23 Another WSHA-AWPHD webinar on Reproductive Privacy Act.
- e. 12-12-23 Met with Jennifer Kreidler-Moss, PCHS Executive Director.
- f. 12-8-23 Hand delivered the December subsidy payment for St. Michael.
- g. 12-7-23 WSHA-AWPHD webinar on Reproductive Privacy Act.
- h. 12-7-23 Met with Beau Bakken- in Belfair and hand delivered MIHP subsidy payment.
- i. 12-1-23 video call with attorney Re Knack re: phone calls.

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

No meeting is currently scheduled.

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

A list of possible upcoming meetings for January 2024 was sent to the commissioners.

\*\*\*\* Any meetings attended by commissioners between December 27, 2023 and January 23, 2024 will be reported during the January 23, 2024 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 (12-21-2023)**

- 1. EMT classes starting in January 2024
- 2. Airlift NW flight nurses can do EMS transports when helicopters are grounded due to weather or other adverse conditions.
- 3. The building that houses the EMS office was broken into, but the EMS office was untouched.
- 4. Appointed new officers for 2024.

**Herb: Moving Mason Forward (12-21-2023)**

**Peggy: MC Housing and Behavioral Health meeting (12-13-2023)**

- 1. Superintendent will send out the draft meeting minutes from the meeting.
- 2. Discussed the annual report for the County Commissioners
- 3. Discussed Community Lifeline

**COMMITTEE REPORTS:**

- 1. None

**OLD BUSINESS:**

- 1. Update on agreement with St. Michael
  - a. St. Michael is still reviewing the proposed agreement.
- 2. Update on AG Letter
  - a. Reviewed main points from both WSHA-AWPHD webinars. Also briefly reviewed the meetings with Eric Moll and Jennifer Kreidler-Moss. Our attorneys had several background questions on the formation of the District, and some of the operations from the Clinic. The attorneys are planning on having an initial draft of a response letter to us by the first part of next week.
  - b. The Superintendent is requesting a special meeting to review the response letter and give their approval. The commissioners discussed that possibility and elected to not hold a special meeting at this time. Motion made and seconded to have the Attorney's and the superintendent review and approve the letter. Motion carried unanimously. Once a letter is finalized, a copy will be sent to the AG's office and cc'd to each commissioner.

**NEW BUSINESS:**

- a. Harrison/CHI Quarterly Management Meeting  
**(Face to face meetings will be held in Jan, April, July, and October of each year)**  
 Next Meeting is scheduled for January 22, 2024

- b. Financial Report/Current Voucher Discussion/Approval/Signatures  
November 1, 2023, account balance (including investment fund): \$1,025,739.00  
November Expense: \$13,059.20  
November Revenue: \$37,176.55  
November 30, 2023 account balance (including investment fund): \$1,049,856.35  
January 2024 Vouchers 2401-0001 through 2401-0012 in the amount of \$12,214.43 were approved unanimously.  
\*\*\*\*\*There was a December Auditing Agent voucher 2312-0013 in the amount of \$166.00 to pay for the District PO Box for 2024. It was signed by Commissioner Stone and Superintendent Robertson.
- c. Election of officers for 2024.  
Motion was made and seconded to continue with the established rotation of Officers.  
Motion carried unanimously.  
New officers for 2024:  
President: Peggy VanBuskirk, (Position 3)  
Secretary: Tommy Thombs, (Position 2)  
Financial officer: Commissioner-elect Alexandra Miller, (Position 4)

**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

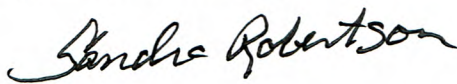
**GOOD OF THE ORDER/ANNOUNCEMENTS/MISCELLANEOUS ITEMS:**

1. Since Kaye was unable to attend tonight's meeting in person, Sandy went to her home and presented her with a Letter of Appreciation that each commissioner had previously signed. She was very moved by it and very thankful for it.
2. The North Precinct for the Mason County Sheriff's office has moved to the old Fire Hall on Old Belair Hwy.
3. Herb's wife was seen by the NMRFA PA Adam Boyd. Herb was very impressed with the encounter.

**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 December 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: NOVEMBER 28, 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 November 29, 2023 and December 26, 2023 will be reported during the December 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. Update on agreement with St. Michael
  - b. Update on AG letter
    1. Possible need to hold a special meeting in January to finalized response letter prior to 1/15/2024 deadline.
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 scheduled meeting is on January 22, 2024.
  - b. Financial Report/Current Voucher Discussion/Approval/Signatures
  - c. Election of officers for 2024
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 January 23, 2023 7 PM