

MASON COUNTY PUBLIC HOSPITAL DISTRICT #2
POB 1626, Belfair, WA 98528
Phone #360-275-2517
E-mail: mcphd2@mcphd2.org Web page: <http://www.mcphd2.org>
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
7 pm Tuesday January 23, 2024

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, *Secretary*; Mrs. Patty Stone

MEMBERS IN ATTENDANCE PHYSICALLY:

COMMISSIONERS.

Mrs. Peggy VanBuskirk, *President* ; Mr. Herb Gerhardt

Absent: Ms. Alexandra Miller (has not yet taken Oath of Office)

SUPERINTENDENT/CLERK

Ms. Sandra Robertson

GUESTS IN ATTENDANCE :

Via Zoom: Jessica Prescott, Natalie Elliott, Diane Kropp-Wolner

APPROVAL OF AGENDA ITEMS:

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

APPROVAL OF MINUTES OF DECEMBER 26, 2023

Motion made and seconded to approve the presented meeting minutes for 12/26/2023 Regular meeting. Minutes approved unanimously.

GENERAL PUBLIC COMMENT PERIOD:

None

GUEST SPEAKERS:

Natalie Elliott & Jessica Prescott: VMFH Connection Center Team

1. They had a short presentation that went over how patients can assess care and how the call center works.
2. They answered questions from the commissioners.

CORRESPONDENCE:

1. General information emails from MRSC, WSHA, AWPHD, SAO, NRHA

SUPERINTENDENT REPORT:

1. Meetings attended:
 - a. 12-29-2023 Mason Matters
 - b. 1-3-2024 Follow -up video call meeting with our Attorney
 - c. 1-10-2024 Opioid Stakeholder meeting
 - d. 1-10-2024 Quarterly meeting with AWPHD special purpose districts
 - e. 1-12-2024 Video call with our Attorney
 - f. 1-22-2024 Quarterly financial meeting with St. Michael / VMFH
 - g. 1-22-2024 WSHA video call re: RPA
 - h. 1-23-2024 SAO webinar on filing Annual Report

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 February 2024 was sent to the commissioners.

**** Any meetings attended by commissioners between January 24, 2024 and February 27, 2024 will be reported during the February 27, 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 (1-18-2024)

1. One EMS provider failed to keep current with their qualifications.
2. Cadaver lab is under way.
3. Wrapping up a Bariatric training module for providers
4. St. Joseph and Madigan working on becoming a level 1 trauma center.
5. Formed budget committee.

Quarterly Financial meeting (1-22-2024)

Patty: Mason Matters (12-29-2023)

1. WIC in Shelton is slated to begin seeing clients on March 1, 2024 at the Shelton YMCA for 3 days a week.

Herb: Opioid Stakeholder meeting (1-10-2024)

Substance Abuse Prevention Coalition (1-17-2024)

EMS meeting (1-18-2024)

Quarterly Financial meeting (1-22-2024)

Peggy: MC Housing and Behavioral Health meeting

1. Superintendent will send out the draft meeting minutes from the meeting along with the 5-year report on the Substance Mobile Outreach program.

MC Board of Health

1. Working on Hep-C prevention and treatment.
2. Current health officer is resigning but will stay on until replacement found.
3. No new cases of TB have been reported.
4. "Point in Time" count is scheduled for the weekend of January 27-28

COMMITTEE REPORTS:

1. None

OLD BUSINESS:

1. Update on agreement with St. Michael

- a. They anticipate having their proposal to us by our February regular meeting.

2. Update on AG Letter

- a. A 2nd response letter was sent to the AG's office and a copy was shared with the commissioners.

The AG's office has acknowledged receiving the letter and will be in touch as needed.

- b. WSHA webinar yesterday talked about University of Washington working on a draft for a contract with interested Public Hospital districts for UW to be able to provide termination services for the districts. They are working with the AG's office to get approval from them for the proposed contract option.

NEW BUSINESS:

- a. Harrison/CHI Quarterly Management Meeting
(Face to face meetings will be held in Jan, April, July, and October of each year)
Meeting was held on Monday February 22 at 8:30 am via Zoom
In attendance were Commissioners Thombs and Gerhardt, Superintendent Robertson, David Butcherite.
Discussed financial reports provided by David Butcherite.
Commissioner Thombs commented on the increase in Transports to local hospitals.
- b. Financial Report/Current Voucher Discussion/Approval/Signatures
December 1, 2023, account balance (including investment fund): \$1,049,856.35
December Expense: \$336,048.13
December Revenue: \$5,104.70
December 31, 2023 account balance (including investment fund): \$718,912.92
February 2024 Vouchers 2402-0001 through 2402-0009 in the amount of \$6,317.22 were approved unanimously. The voucher cover sheet was signed by the two commissioners physically present, and Sandra Roberson signed for Commissioner's Thombs and Stone after they gave permission for her to do so.
*****There was a January 2024 Auditing Agent voucher 2401-0013 through 2401-0017 in the amount of \$308.92 to pay 2023 4th Quarterly taxes. It was signed by Commissioner Stone and Superintendent Robertson.
- c. Discussion to fill vacant commissioner position.
 - 1. Alexandra Miller has verbally stated that due to unforeseen circumstances she will not be able to fulfil the duties of commissioner and will not be taking the Oath of Office and is therefore resigning. She has not yet given official written notice.
 - 2. Reviewed the new requirements to fill a vacancy.
- d. Election of financial officer.
 - 1. Since Position 4 was to be the Financial Officer and that position will be officially vacant once a written resignation is received, a new FO was appointed unanimously.
 - 2. Commissioner Stone is the FO for 2024.
- e. Credit card for the district discussion.
 - 1. The only credit card that the district has had is one for Office supplies at Staples. Recently that credit card has been terminated for all Staples credit cards holders. No replacement was offered.
 - 2. The superintendent is requesting permission to look into a district business credit to not only cover office supplies, but other costs incurred that are paid for by either a commissioner or superintendent and subsequently reimbursed. (ex. Seminar registration)
 - 3. After discussing the request, permission was granted for the Superintendent to investigate credit card options from local entities and report back to the Board. The commissioners require the card to have a credit limit of no greater than \$1000.00 and be from a local financial institution.

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:

None

REVIEW OF MCPHD2 LONG TERM GOALS:

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

EXECUTIVE SESSION:

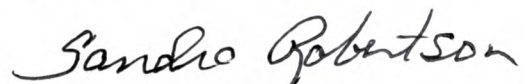
None

GOOD OF THE ORDER / ANNOUNCEMENTS / MISCELLANEOUS ITEMS

CONCLUDE MEETING:

Meeting concluded at 8:50 pm

Respectfully submitted by,

A handwritten signature in cursive script that reads "Sandra Robertson".

Sandra Robertson, Superintendent

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REGULAR MEETING OF THE BOARD OF COMMISSIONERS

7 pm January 23, 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: DECEMBER 26, 2023 MEETING:**
5. **GENERAL PUBLIC COMMENT PERIOD:** (5 Min Max/person, 15 min total)
6. **GUEST SPEAKERS: Natalie Elliott & Jessica Prescott: VMFH Connection Center Team**
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 December 27, 2023 and January 23, 2024 will be reported during the January 23, 2024 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.
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. Discussion to fill vacant commissioner position.
 - d. Election of financial officer.
 - e. Credit card for the district discussion .
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 February 27, 2024 7 PM