

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

4 pm April 28, 2026

Meeting is being held at North Mason Regional Fire Authority Station 21

*****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: MARCH 24, 2026 MEETING:**
5. **GENERAL PUBLIC COMMENT PERIOD:** (5 Min Max/person, 15 min total)
6. **GUEST SPEAKERS: Sara Smith, Owner Harbor Reach**
7. **CORRESPONDENCE:** (New since last meeting)
8. **SUPERINTENDENT REPORT:**
9. **JOINT HOSPITAL DISTRICT MEETING:**
No meeting currently scheduled
10. **UPCOMING COMMISSIONER MEETINGS in May 2026 where 3 or more commissioners may be in attendance:**
NO MCPHD2 business is to be discussed between commissioners at these meetings except during official MCPHD2 public meetings.
11. **COMMISSIONER REPORTS:** Any meetings attended by commissioners between March 25, 2026 and April 28, 2026 will be reported during the April 28, 2026 commissioner's meeting.
12. **COMMITTEE REPORTS:** (Existing)
No currently active committees
13. **OLD BUSINESS:**
 1. Annual report for State Auditor
 2. Sign approved updated By-Laws
14. **NEW BUSINESS:**
 1. Financial Report/Current Voucher Discussion/Approval/Signature
15. **REVIEW OF LONG-TERM GOALS:**
 - 1.
16. **EXECUTIVE SESSION:** none scheduled
17. **GOOD OF THE ORDER/ANNOUNCEMENTS/MISCELLANEOUS ITEMS**
18. **CONCLUDE / ADJOURN MEETING:**

NEXT REGULAR MEETING Tuesday May 19, 2026 3 PM *****Note, date and time change

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4 pm March 24, 2026

The meeting was held in person and 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:

The meeting was called to order at 4:00 pm.

MEMBERS IN ATTENDANCE PHYSICALLY:

COMMISSIONERS.

Mrs. Peggy VanBuskirk, *Financial Officer* ; Mr. Tommy Thombs, *Secretary*.

Mr. Herb Gerhardt ; Mrs. Patty Stone

SUPERINTENDENT/CLERK

Ms. Sandra Robertson

MEMBERS IN ATTENDANCE VIA ZOOM TELECONFERENCE:

COMMISSIONERS.

Mrs. Katie Ladner, *President*

GUESTS IN ATTENDANCE

None

APPROVAL OF AGENDA ITEMS:

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

APPROVAL OF MEETING MINUTES FROM FEBRUARY 24, 2026

Motion made and seconded to approve the presented meeting minutes for the February 24, 2026 meeting. Minutes approved unanimously.

GENERAL PUBLIC COMMENT PERIOD:

None

GUEST SPEAKERS:

None

CORRESPONDENCE:

1. General information emails from MRSC, WSHA, AWPFD, SAO, NRHA, etc.

SUPERINTENDENT REPORT:

1. Attended the following meetings.
 - a. 2/27/2026 Zoom meeting, along with Herb Gerhardt, with a group from Kitsap County who are exploring possible formation of a PHD in Kitsap County.
 - b. 2/26/2026 Zoom meeting with Sara Smith from Harbor Reach. Topic-Email and website.
 - c. 3/5/2026 Sheriff's breakfast
 - d. 3/10/2026 Met with Sara Smith in-person. Topic- Email and website
 - e. 3/11/2026 Opioid stakeholder meeting at Alderbrook
 - f. 3/18/2026 NM Chamber of Commerce Trustee meeting.

JOINT HOSPITAL DISTRICT 1 & 2 MEETING:

No meeting currently scheduled.

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

A list of possible upcoming meetings for April 2026 was sent to the commissioners.

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

COMMISSIONER REPORTS:

Meetings attended by commissioners between February 25, 2026 & March 24, 2026

Tommy: 1. EMS & Trauma Council meeting (3/19/2026)

- a. New EMT's are falling behind in their 6-month core training requirements.
- b. NM High School EMT class started on March 18th with 7 students.
- c. NM School District is also interested in offering an EMR (emergency medical responder) class in the fall.
- d. Mass casualty incident plan is being worked on with several nearby counties.
- e. Budget planning committee to start meeting in April. Tommy will be part of the committee.

Herb 1. Zoom meeting with Kitsap group—topic possible PHD in Kitsap County (2/27/2026)

2. Opioid Stakeholder meeting (3/11/2006)
3. NM Chamber After-hours (3/12/2026)
4. Substance Abuse Prevention Coalition (3/18/2026)

- a. New coordinator is only part-time.

Peggy: 1. Housing & Behavioral Health meeting (2/25/2026)

- a. Superintendent will send out draft minutes.

2. Mason County Board of Health (3/24/2026)

- a. Budget cuts of between \$260,000.00 and \$275,000.00 are anticipated.
- b. WIC is continuing to do well.
- c. A "bike rodeo" is planned for June 27, 2026 at Olympic Middle School.
- d. Vaccine Clinic for kids planned on April 14 at Faith Lutheran Church.
- e. There has been a significant outbreak of Pertussis in Mason County.
- f. Nitrous Oxide sales to the public has been banned by the State Legislature.

COMMITTEE REPORTS:

1. No currently active committees

OLD BUSINESS:

1. Resolution 2026-0001 to approve meeting date and time

a. During the February 24, 2026 meeting the Board verbally approved a change to our monthly public commissioners' meetings. Resolution 2026-0001 was presented to the board. Motion made and seconded to approve the resolution to change meeting date from the 4th Tuesday to the 3rd Tuesday of each month and move the meeting time from 4pm to 3 pm effective as of May 1, 2026. Motion carried unanimously and the resolution will be signed by the commissioners.

2. Email update

a. The District has been experiencing continued issues with receiving and sending emails with the current configuration of our email system. The Superintendent has entered into an agreement with Sara Smith, owner of Harbor Reach in Gig Harbor, to revamp our email set-up. She will also be helping us with any website needs. We will be migrating our emails to a paid email host service. An annual cost of around \$450.00, with tax, per year is anticipated for that service. Sara will be attending our April meeting to discuss the service and next steps.

NEW BUSINESS:

1. Financial Report/Current Voucher Discussion/Approval/Signatures
April 2026 Vouchers 2604-0001 through 2604-0010 in the amount of \$6,738.06 were approved unanimously and signed by all commissioners physically present.
February 1, 2026 accounts balance (including investment fund): \$744,587.35
February Expenses: \$6,626.55
February Revenue: \$15,378.45
February 28, 2026 accounts balance (including investment fund): \$753,339.25
2. Review of Annual report for WA State Auditor
 - a. The annual report is finished and just needs to be submitted. Prior to doing so, the Superintendent presented to the Board all of the information that will be submitted to the State Auditor. The Board approved the report, and the Superintendent will submit it.

REVIEW OF LONG-TERM GOALS:

1. No discussion

EXECUTIVE SESSION:

None

GOOD OF THE ORDER/ANNOUNCEMENTS/MISCELLANEOUS ITEMS:

1. Peninsula Physical Therapy will be closing permanently on March 27, 2026
2. Reminder that reports to the PDC are due by April 15.
3. Sandy will be out of town from April 7-14. She will be available via email or phone.

CONCLUDE MEETING: Meeting concluded at 5:14 pm.

Respectfully submitted by,

Sandra Robertson,
MCPHD2 Superintendent

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 2. Email update
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NEXT REGULAR MEETING Tuesday April 28, 2026 4PM

May 2026 Voucher Cover Sheet

Date: April 28, 2026

MASON COUNTY PUBLIC HOSPITAL DISTRICT No. 2

Fund 675-002-015

The below information is required to be submitted to the Financial Services Department by 5:00 p.m. on the Day they are due.

Warrant / Check No.	Vendor Name	Budget (BARS) Line	Amount in \$	District Voucher No.
	Patty Stone	561.00.10.0030 3/27 MM, 3/24 MCPHD2 meetings	\$ 297.37	2605-0001
	Tommy Thombs	561.00.10.0040 3/24 MCPHD2 & 2/19 EMS meetings	\$ 297.37	2605-0002
	Peggy VanBuskirk	561.00.10.0050 3/24 MCPHD2 meetings	\$ 148.69	2605-0003
	Katie Ladner	561.00.10.0060 3/24 MCPHD2 meeting	\$ 148.69	2605-0004
	Herb Gerhardt	561.00.10.0070 3/11 Opioid, 3/26 MMF, 3/24 MCPHD2 meetingS	\$ 446.05	2605-0005
	Sandra Robertson	561.00.10.0010 April 2026 salary	\$ 3,908.50	2605-0006
	Mason County Treasurer	561.00.20.0020 District portion	\$ 486.57	2605-0007
	*****	561.00.20.0021 Employee portion	\$ 1,086.57	*****
	My Accountant	561.00.41.0010 monthly retainer	\$ 200.00	2605-0008
	Sandra Robertson	561.00.43.0010 mileage 4/1, 3/27, 3/11, 4.22 & 3/25 Chamber lunch	\$ 153.97	2605-0009
	Visa	561.00.42.0020 verizon bill auto pay	\$ 59.79	2604-0010
	*****	561.00.49.0020 Zoom annual subscription	\$ 184.51	*****
	Patty Stone	561.00.43.0010 mileage 3/27	\$ 33.35	2605-0011
		Total this page	\$ 7,451.43	
		Total for submission	\$ 7,451.43	

I, the undersigned do hereby under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is a just, due and unpaid obligation against Mason County Public Hospital District No. 2, and that I am authorized to authenticate and certify to said claim.

For: Commissioner Patty Stone via teleconference on	For: Commissioner Tommy Thombs via teleconference on
For: Commissioner Peggy VanBuskirk via teleconference on	For: Commissioner Katie Ladner via teleconference on
For: Commissioner Herb Gerhardt via teleconference on	

List of Meetings/Events scheduled between May 1, 2026 and May 31, 2026 where 3 or more MCPHD2 Commissioners may be in attendance.

Date	Meeting / Event	Location	Time
5/7/2026	Sheriff's Breakfast Meeting	Spencer Lake	8:30 am to 10 am
5/2/2026	McLendon's Pancake Breakfast	McLendon's parking lot	7 am to 10:30am ??
5/11/2026	Port of Allyn	POA office	4 pm to ????
5/12/2026	North Mason Regional Fire Authority Meeting	Station 21 on Old Belfair Hwy	5 pm to 6 pm
5/13/2026	Opioid Stakeholder meetig	?????	9 am to 10:30 am
5/14/2026	Chamber After-hours	Interiors by J & M between QFC and McLendon's	5 pm to 7 pm
5/14/2026	Sheriff's Breakfast Meeting	Allyn---Boat House	11:30 am to 1 pm
5/19/2026	North Mason Regional Fire Authority Meeting	Station 21 on Old Belfair Hwy	5 pm to 6 pm
5/19/2026	MC Public Hospital Distret #2	NMRFA Station 21 Old Belfair Hwy & Zoom	3 pm to ??????
5/20/2026	Substance Abuse Prevention Coaliltion	Shelton & Zoom	3 pm to 4:30 pm
5/21/2026	EMS Council	Shelton & Zoom	12:30 pm to 2 pm
5/27/2026	NM Chamber Luncheon	HUB	11:30 am to 1 pm
5/22/20206	Mason Matters	Shelton	9 am to 10 am

Revenue and Misc. Income as of MARCH 31, 2026

Fund # 675-002-015

Account	311.10.3000	337.00.3010	337.00.3020	361.10.3000	361.40.3000	361.40.3010	362.50.3000	395.10.3000	589.40.5000	MISC		
	General Property	Local Grants, Entitlements,	Local Grants, Entitlements,	Investemetnt Earnings	Other Interest Earnings	Leashhold Excise Tax Interest	Space & Facilities	DNR Timber	Agency Type Disbursement-	Multiple Bars numbers		
	Real & Personal Tax	Other Payments- Leasehold excise tax	Other Payments- -Timber excise tax				DNR other Trust 1	Trust 1	Refund interest paid	See note section		
Month											CURRENT YEAR TOTAL	LAST YEAR TOTAL
January	1,090.75	0.00	0.00	2,272.13	33.97	0.01	715.23	0.00	0.00	(6,928.92)	(2,816.83)	4,635.09
February	13,159.78	0.00	0.00	2,211.82	0.00	0.00	6.85	0.00	0.00	0.00	15,378.45	16,719.83
March	41,785.23	17.04	0.00	1,974.49	0.21	0.94	153.02	0.00	(10.78)	(9,109.11)	34,811.04	23,214.25
April	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	146,450.61
May	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	51,566.12
June	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,282.60
July	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,119.00
August	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,364.51
September	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,954.17
October	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	145,882.42
November	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	26,962.29
December	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,495.30
YTD Total 2026	56,035.76	17.04	0.00	6,458.44	34.18	0.95	875.10	0.00	(10.78)	(16,038.03)	47,372.66	
YTD Total 2025	43,259.58	0.70	142.93	6,283.20	1.68	0.04	2.26	22,635.33	(7.09)	0.00	72,318.63	471,646.19

January ---561.00.49.0040 election costs for Nov 2025. \$6,928.92 March----561.00.49.0040 2025 Annual election costs

Mason County Public Hospital District No. 2
3/31/2026 Year to Date Summary of Expenses

Budget (BARS) Code	Line Item	Budgeted amount	YTD Expended Gross	Unexpended Balance	% expend.	Monthly Expended
561.00.10.0010	Superintendent / Clerk	\$62,000.00	\$14,738.49	\$47,261.51	23.77%	\$3,908.50
561.00.10.0030	Commissioner Pos. 1 Stipend	\$7,500.00	\$644.00	\$6,856.00	8.59%	\$297.69
561.00.10.0040	Commissioner Pos. 2 Stipend	\$7,500.00	\$966.00	\$6,534.00	12.88%	\$297.37
561.00.10.0050	Commissioner Pos. 3 Stipend	\$7,500.00	\$483.00	\$7,017.00	6.44%	\$148.69
561.00.10.0060	Commissioner Pos. 4 Stipend	\$7,500.00	\$483.00	\$7,017.00	6.44%	\$148.69
561.00.10.0070	Commissioner Pos. 5 Stipend	\$7,500.00	\$805.00	\$6,695.00	10.73%	\$297.69
561.00.10	Total Salaries & Wages	\$99,500.00	\$18,119.49	\$81,380.51	18.21%	\$5,098.63
561.00.20.0010	L&I, ESD, FUTA, PFML, WA Cares	\$1,500.00	\$342.49	\$1,157.51	22.83%	\$0.00
561.00.20.0020	District Portion Payroll Taxes	\$7,000.00	\$1,386.09	\$5,613.91	19.80%	\$474.35
561.00.20.0021	***Employee Portion Payroll Taxes	\$14,000.00	\$3,186.09	\$10,813.91	22.76%	\$1,074.35
	***Employee portion of WA Care tax		\$85.47			\$28.49
561.00.20	Total Personnel Benefits	\$8,500.00	\$1,643.11	\$6,771.42	19.33%	\$1,548.70
561.00.31.0010	Office Supplies	\$2,000.00	\$0.00	\$2,000.00	0.00%	\$0.00
561.00.30	Total Supplies	\$2,000.00	\$0.00	\$2,000.00	0.00%	\$0.00
561.00.41.0010	Accounting & Bookkeeping	\$3,000.00	\$600.00	\$2,400.00	20.00%	\$200.00
561.00.41.0020	Legal	\$10,000.00	\$0.00	\$10,000.00	0.00%	\$0.00
561.00.41.0030	Clinic Services	\$300,000.00	\$0.00	\$300,000.00	0.00%	\$0.00
561.00.41.0035	NMRFA Medical Services	\$150,000.00	\$0.00	\$150,000.00	0.00%	\$0.00
561.00.41.0040	Community Outreach	\$20,000.00	\$0.00	\$20,000.00	0.00%	\$0.00
561.00.41.0050	Contributed Capital	\$20,000.00	\$0.00	\$20,000.00	0.00%	\$0.00
561.00.41.0060	Advertising/Legal Notices/Website	\$2,500.00	\$0.00	\$2,500.00	0.00%	\$0.00
561.00.42.0010	Postage/P.O. Box	\$350.00	\$0.00	\$350.00	0.00%	\$0.00
561.00.42.0020	Telephone/FAX	\$750.00	\$119.60	\$630.40	15.95%	\$59.79
561.00.43.0010	Travel/Seminars/Mileage	\$1,500.00	\$376.82	\$1,123.18	25.12%	\$132.22
561.00.46.0010	Insurance-Liability D& O/Gen	\$5,500.00	\$0.00	\$5,500.00	0.00%	\$0.00
561.00.47.0010	Office Rental	\$1,200.00	\$1,200.00	\$0.00	100.00%	\$0.00
561.00.48.0010	Repair / Maintenance	\$250.00	\$0.00	\$250.00	0.00%	\$0.00
561.00.49.0020	Dues/Licenses/Registration	\$15,000.00	\$9,750.00	\$5,250.00	65.00%	\$6,250.00
561.00.49.0030	State Audits	\$11,000.00	\$0.00	\$11,000.00	0.00%	\$0.00
561.00.49.0040	Election Costs	\$15,000.00	\$6,928.92	\$8,071.08	46.19%	\$0.00
561.00.40	Total Services & Pass-Through Payments	\$556,050.00	\$18,975.34	\$537,074.66	3.41%	\$6,642.01
	561.00 Hospital District Totals	\$666,050.00	\$38,737.94	\$627,226.59	5.82%	\$13,289.34
4/3/2026	NOTE: ****\$ amount of employee portion of payroll taxes is budgeted under "wages and salaries"					