

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

3 pm June 16, 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: May 19, 2026 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 currently scheduled
10. **UPCOMING COMMISSIONER MEETINGS in June 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 May 20, 2026 and June 16, 2026 will be reported during the June 16, 2026 commissioner's meeting.
12. **COMMITTEE REPORTS:** (Existing)
No currently active committees
13. **OLD BUSINESS:**
 1. Resolution 2026-0003 Superintendent compensation
14. **NEW BUSINESS:**
 1. Financial Report/Current Voucher Discussion/Approval/Signatures
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 July 21, 2026 3 PM

MASON COUNTY PUBLIC HOSPITAL DISTRICT #2
POB 1626, Belfair, WA 98528
Phone #360-275-2517
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REGULAR MEETING OF THE BOARD OF COMMISSIONERS
4 pm May 19, 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. Herb Gerhardt ; Mrs. Patty Stone

SUPERINTENDENT/CLERK

Ms. Sandra Robertson

MEMBERS IN ATTENDANCE VIA ZOOM TELECONFERENCE:

COMMISSIONERS.

Mrs. Katie Ladner, *President* ; Mr. Tommy Thombs, *Secretary*

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 APRIL 28, 2026

Motion made and seconded to approve the presented meeting minutes for the April 28, 2026 meeting. Minutes approved unanimously.

GENERAL PUBLIC COMMENT PERIOD:

None

GUEST SPEAKERS:

None

CORRESPONDENCE:

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

SUPERINTENDENT REPORT:

1. No report

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 June 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 April 29, 2026 and May 19, 2026

- Herb** 1. **Opioid Stakeholder meeting (5/13/2026)**
- 2. **NM Chamber After-hours (5/14/2026)**

- Tommy:** 1. **EMS & Trauma Council budget committee meeting (5/18/2026)**
 - a. This is the second budget committee meeting
 - b. One of their goals is to have a \$30,000 reserve.
 - c. They are looking at talking with Virginia Mason Franciscan Health about paying dues to the council since the Belfair Urgent Care frequently utilized EMS services.

COMMITTEE REPORTS:

- 1. No currently active committees

OLD BUSINESS:

- 1. Email set up with FastMail
 - a. Email is set up and running. It is great to once again receive emails to our @mcphd2.org email addresses.

NEW BUSINESS:

- 1. Resolution 2026-0002. Payment to PCHS
 Motion made and seconded to approve resolution 2026-0002 to make 1st biannual payment to PCHS per our agreement with them. Motion carried unanimously and will be signed by all commissioners.
 - a. Reviewed 2026 1st quarter reports from PCHS. There were several questions that the Superintendent will discuss with PCHS.
- 2. Financial Report/Current Voucher Discussion/Approval/Signatures
 June 2026 Vouchers 2606-0001 through 2606-0012 in the amount of \$157,411.65 were approved unanimously and signed by all commissioners physically present.
 April 1, 2026 accounts balance (including investment fund): \$774,860.95
 April Expenses: \$7,062.74
 April Revenue: \$208,540.01
 April 30, 2026 accounts balance (including investment fund): \$976,338.22
- 3. Annual Superintendent review
 The Board conducts an annual review of the Superintendent. The Board did their review during the open meeting and gave her a good review. Motion made and seconded to approve a 5% cost of living allowance increase to current compensation. The 5% increase is to be effective July 1, 2026. Motion carried 4 yea, 1 nay (Tommy).
 - a. A resolution for the increase will be prepared and presented to the board during the June meeting for their signatures.

REVIEW OF LONG-TERM GOALS:

- 1. No discussion

EXECUTIVE SESSION:

None

GOOD OF THE ORDER/ANNOUNCEMENTS/MISCELLANEOUS ITEMS:

- 1. Sandra has decided to resign from the North Mason Chamber Board of Trustee’s.

CONCLUDE MEETING: Meeting concluded at 4:04 pm.

Respectfully submitted by,

Sandra Robertson,
MCPHD2 Superintendent

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13. **OLD BUSINESS:**
 1. Email set up with FastMail.
14. **NEW BUSINESS:**
 1. Resolution 2026-0002. Payment to PCHS
 2. Financial Report/Current Voucher Discussion/Approval/Signatures
 3. May elect to begin the Superintendent annual review during the regular meeting (same as in May of 2025) instead of during an executive session.
15. **REVIEW OF LONG-TERM GOALS:**
 - 1.
16. **EXECUTIVE SESSION:** none scheduled
17. **GOOD OF THE ORDER/ANNOUNCEMENTS/MISCELLANEOUS ITEMS**
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NEXT REGULAR MEETING Tuesday June 16, 2026 3 PM

July 2026 Voucher Cover Sheet

Date: June 16, 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 5/19 MCPHD2 meetings	\$ 148.69	2607-0001
	Tommy Thombs	561.00.10.0040 5/19 MCPHD2 , 4/29 & 5/18 EMS Budget meetings	\$ 446.05	2607-0002
	Peggy VanBuskirk	561.00.10.0050 5/19 MCPHD2 meetings	\$ 148.69	2607-0003
	Katie Ladner	561.00.10.0060 5/19 MCPHD2 meeting	\$ 148.69	2607-0004
	Herb Gerhardt	561.00.10.0070 5/13 Opioid Stakeholder, 5/19 MCPHD2 meetingS	\$ 297.37	2607-0005
	Sandra Robertson	561.00.10.0010 June 2026 salary	\$ 3,908.60	2607-0006
	Mason County Treasurer	561.00.20.0020 District portion	\$ 474.25	2607-0007
	*****	561.00.20.0021 Employee portion	\$ 1,074.25	*****
	My Accountant	561.00.41.0010 monthly retainer	\$ 200.00	2607-0008
	Sandra Robertson	561.00.43.0010 mileage 5/21	\$ 35.52	2607-0009
	Visa	561.00.42.0020 verizon bill auto pay	\$ 59.76	2607-0010
	*****	561.00.49.0020 Quicken annual subscription	\$ 91.09	*****
	Harbor Reach	561.00.410.0060 IT / website	\$ 506.25	2607-0011
		Total this page	\$ 7,539.21	
		Total for submission	\$ 7,539.21	

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	

Revenue and Misc. Income as of MAY 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 & Faciities	DNR Timber	Agency Type Disbursement-Refund interest paid	Multiple Bars numbers		
	Real & Personal Tax	Other Payments- Leasehold excise tax	Other Payments- Timber excise tax				DNR other Trust 1	Trust 1		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	206,330.47	0.00	0.00	2,157.40	2.62	0.11	49.41	0.00	0.00	0.00	208,540.01	146,450.61
May	42,808.44	0.00	2,311.23	2,094.86	11.87	0.09	2.69	0.00	(16.85)	0.00	47,212.33	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	305,174.67	17.04	2,311.23	10,710.70	48.67	1.15	927.20	0.00	(27.63)	(16,038.03)	303,125.00	
YTD Total 2025	234,102.42	1.54	3,266.55	10,446.14	59.03	0.14	36.31	45,024.93	(12.64)	0.00	292,924.42	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 \$9,109.11

Mason County Public Hospital District No. 2
5/31/2026 Year to Date Summary of Expenses

Budget (BARS) Code	Line Item	Budgeted amount	YTD Expended Gross	Unexpended Balance	% expend.	Monthly Expended Net
561.00.10.0010	Superintendent / Clerk	\$62,000.00	\$24,564.15	\$37,435.85	39.62%	\$3,908.50
561.00.10.0030	Commissioner Pos. 1 Stipend	\$7,500.00	\$1,127.00	\$6,373.00	15.03%	\$297.37
561.00.10.0040	Commissioner Pos. 2 Stipend	\$7,500.00	\$1,610.00	\$5,890.00	21.47%	\$297.37
561.00.10.0050	Commissioner Pos. 3 Stipend	\$7,500.00	\$805.00	\$6,695.00	10.73%	\$148.69
561.00.10.0060	Commissioner Pos. 4 Stipend	\$7,500.00	\$805.00	\$6,695.00	10.73%	\$148.69
561.00.10.0070	Commissioner Pos. 5 Stipend	\$7,500.00	\$1,449.00	\$6,051.00	19.32%	\$446.05
561.00.10	Total Salaries & Wages	\$99,500.00	\$30,360.15	\$69,139.85	30.51%	\$5,246.67
561.00.20.0010	L&I, ESD, FUTA, PFML, WA Cares	\$1,500.00	\$667.17	\$832.83	44.48%	\$0.00
561.00.20.0020	District Portion Payroll Taxes	\$7,000.00	\$2,322.37	\$4,677.63	33.18%	\$486.57
561.00.20.0021	***Employee Portion Payroll Taxes	\$14,000.00	\$5,322.37	\$8,677.63	38.02%	\$1,086.57
	***Employee portion of WA Care tax		\$142.45			\$28.49
561.00.20	Total Personnel Benefits	\$8,500.00	\$2,847.09	\$5,510.46	33.50%	\$1,573.14
561.00.31.0010	Office Supplies	\$2,000.00	\$143.34	\$1,856.66	7.17%	\$0.00
561.00.30	Total Supplies	\$2,000.00	\$143.34	\$1,856.66	7.17%	\$0.00
561.00.41.0010	Accounting & Bookkeeping	\$3,000.00	\$1,000.00	\$2,000.00	33.33%	\$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	\$298.97	\$451.03	39.86%	\$59.79
561.00.43.0010	Travel/Seminars/Mileage	\$1,500.00	\$599.66	\$900.34	39.98%	\$187.32
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	\$9,934.51	\$5,065.49	66.23%	\$184.51
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	\$16,038.03	(\$1,038.03)	106.92%	\$0.00
561.00.40	Total Services & Pass-Through Payments	\$556,050.00	\$29,071.17	\$526,978.83	5.23%	\$631.62
	561.00 Hospital District Totals	\$666,050.00	\$62,421.75	\$603,485.80	9.37%	\$7,451.43
6/2/2026	NOTE: ****\$ amount of employee portion of payroll taxes is budgeted under "wages and salaries"					



**MASON COUNTY PUBLIC HOSPITAL DISTRICT NO 2
RESOLUTION 2026-0003**

A Resolution of the Board of Commissioners of Mason County Public Hospital District No. 2 approving salary increase for Superintendent.

WHEREAS Mason County Public Hospital District No. 2 (the “District”) was formed by a vote of the residents of Mason County during the November 6, 2007 election; and

WHEREAS the District is required to appoint a Superintendent pursuant to RCW 70.44.070; and

WHEREAS the Superintendent shall receive such compensation as the commission shall fix by resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MASON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2 AS FOLLOWS:

1. Compensation for the duties of Superintendent is currently \$58,953.98 per year (\$4,912.83 per month).
2. During the May 19, 2026 Public Board meeting, the Commissioners approved a cost-of-living increase of 5% (\$2,947.70) to the financial compensation for the duties of the Superintendent. This will increase compensation to \$61,901.68 per year (\$5,158.47 per month) and is effective as of July 1, 2026. No additional benefits are provided.
3. The Superintendent shall continue to perform all duties and have all responsibilities as set forth by law, and those in the Superintendent Job Description, and those requirements contained within the Bylaws of Mason County Public Hospital District No. 2, which may be modified at a future date.

ADOPTED AND APPROVED by the Board of Commissioners of Mason County Public Hospital District No. 2, at a regular open public meeting on this 16th day of June 2026, the following Commissioners being present and voting:

Patty Stone
Commissioner

Tommy Thombs
Commissioner

Peggy VanBuskirk
Commissioner

Katie Ladner
Commissioner

Herb Gerhardt
Commissioner

Patty Stone
Commissioner, Pos. #1

Tommy Thombs
Commissioner, Pos. #2

Sandra Robertson, *Superintendent*, 360-275-2517

Peggy VanBuskirk
Commissioner, Pos. #3

Katie Ladner
Commissioner, Pos. #4

Herb Gerhardt
Commissioner, Pos. #5