



Minutes

Point Roberts Public Hospital District

Tuesday December 8, 2020

Call to Order:

The meeting was called to order at 7:00 p.m. by Stephen Falk, Commissioner (via Zoom)

Attending:

Commissioners: Kandace Harper, Stephen Falk, Richard Dennis
Superintendent: Barbara Wayland
Financial Advisor: Paulette Ladner
Recording Secretary: Farrah Carsten

Introduction of Guests:

Shivé Marshall, Alexandra Wiley, Patrick Grubb - APB

Approval of Prior Minutes:

Approval of minutes from previous PR PHD Regular & Special Meeting (November 10 & 13, 2020)

Motion: Motion: To approve minutes as presented. **Motion carried.**

Financial Report:

Financial Report:

Paulette Ladner presented the financial report. Current month payables \$20,367.55. Payroll is \$3,685.00

There are 3 items to note: October 2020 payment to Point Roberts Press (payment not received on time) = \$50.00, Foster Garvey for 2020 legal organizational matters (contract, etc.) = \$2,976, Barbara Wayland reimbursement for financial administrator's new laptop = \$733.46

- Paulette to send the invoice from Foster Garvey to the 3 Commissioners for review

Bills presented for approval as follows:

Bills paid:

12/01/20 – SuperTrack Urgent Care PLLC - \$16,000
11/30/20 – Point Roberts Bookkeeping - \$224
10/30/20 – Point Roberts Press – Advertising - \$50
11/27/20 – Bellingham Business Machine - \$20.18
12/01/20 – Whidbey - \$47.51
12/01/20 – Whatcom County FD 5 - \$266.40
12/01/20 – Point Roberts Press – Advertising - \$50
12/01/20 – Foster Garvey – Legal = \$2,976
12/01/20 – Barbara Wayland – Reimbursement = \$733.46



Payroll as follows:

- Heather Dixon – Cleaner - \$448
- Barb Wayland - Superintendent - \$2,001
- Farrah Carsten – Recording Secretary - \$552
- Kandace Harper – Commissioner - \$228
- Stephen Falk – Commissioner - \$228
- Richard Dennis – Commissioner - \$228

Motion: To approve warrants and payroll for prior months' expenditures as presented. **Motion carried.**

Clinic Medical Director Update:

Alexandra Wiley provided the update. All flu vaccines have been distributed, waiting on the next batch to arrive but not sure of the demand in Point Roberts for 2021. X-rays & other medical services are being integrated in Bellingham to provide continuity of service for patients. Dr. Sean Bozorgzad is currently out of town but will be back in January. Alex will create a trendline on patient numbers to reflect 2020 in review.



POINT ROBERTS CLINIC NUMBERS FOR NOVEMBER 2020

DATE	OV	LABS	PT/INR	TELEMED	PHYS EXAM	FLU VACCINE	COVID TEST REFERRAL	TOTAL
2	4					1		5
3	5	5		1	2			13
5	5	3	3		1			12
9	5				1			6
10	10	4			2			16
12	7	3	2		2			14
16	3			2				5
17	8	3			1			12
19	6	3	2		1			12
23	7				1			8
24	3	5	2	1	4			15
26								0
30	1				1			2
TOTAL	64	26	9	4	16	1	0	120

*WFD #5 Physical Exams = 4

Superintendent's Report:

Holiday gift baskets for Clinic Staff: Kandace & Barbara are putting together the gift baskets in lieu of the recognition dinner.

Replacement Laptop for Financial Advisor: Arrives Wednesday.



Reimbursement for cost of Zoom license: Stephen currently pays the subscription for this license but it is not exclusive to the Hospital District, it's also being utilized by PRCAC.

Motion: Reimbursement to Stephen Falk for 1//2 the monthly cost of Zoom.
Motion approved.

Other:

- Financial files dating back to 2014 are currently stored at Paulette's home. Barbara to find out if there's locked storage at the Clinic where these files can be moved to.
- The Point Roberts Hospital District utilizes PAWS services to post the Hospital District updates for the public.

Motion: One-time donation to PAWS for \$100.00
Motion approved.

Motion: Change upcoming 2021 regular meetings from the 2nd Tuesday of each month to the 2nd Wednesday of each month @ 7 pm.
Motion approved.

Meeting was adjourned at 7:36 p.m.

Next Regular Meeting: Wednesday January 13th, 2021 @ 7 pm via ZOOM

Minutes approved verbally at the following month's ZOOM meeting

Stephen Falk

Kandace Harper

Richard Dennis

Farrah Carsten