

## Minutes

Point Roberts Public Hospital District

Wednesday March 10, 2021

**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:**

Dr. Sean Bozorgzad, Alexandra Wiley, Virginia Lester, Patrick Grubb - APB

**Approval of Prior  
Minutes:**

Approval of minutes from previous PR PHD Regular Meeting (February 10, 2021)

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

**Financial Report:**

**Financial Report:**

Paulette Ladner presented the financial report. Current month payables \$16,624.17. Payroll is \$3,567.00

**Bills presented for approval as follows:**

Bills paid:

03/01/21 – SuperTrack Urgent Care PLLC = \$16,000  
02/28/21 – Point Roberts Bookkeeping = \$224.00  
02/26/21 – Point Roberts Press - Advertising = \$50.00  
03/01/21 – Bellingham Business Machine = \$21.23  
02/28/21 – Whatcom County FD 5 = \$280.98  
03/01/21 – Whidbey Telecom = \$47.96

**Payroll as follows:**

Heather Dixon – Cleaner = \$112  
Barb Wayland - Superintendent = \$2,001  
Farrah Carsten – Recording Secretary = \$552  
Kandace Harper – Commissioner = \$114  
Stephen Falk – Commissioner = \$114  
Richard Dennis – Commissioner = \$114  
Amanda Wayland – Cleaner = \$560

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



**Clinic Medical  
Director Update:**



POINT ROBERTS CLINIC NUMBERS FOR FEBRUARY 2021

DATE	OV	LABS	PT/INR	TELEMED	PHYS EXAM	WFD #5 PHYS EXAM	FLU VACCINE	SKIN CLINIC	TOTAL
1	9	3	1						13
2	3	2							5
4	10	3			1				14
8	1	1	2					4	8
9	6	4	1						11
11									0
15	7	1	2						10
16	5	3	1						9
17	1								1
18	9	3	1		1				14
22	10	4							14
23	10	2							12
25	3	5			1				9
<b>TOTAL</b>	<b>74</b>	<b>31</b>	<b>8</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>120</b>

**Clinic Patient Numbers:** Numbers were a little lower due to it being a short month for February. The skin clinic has been successful and there is a high demand. Dr. Bozorgzad will talk to Dr. Lary about the need to run promotions advertising the Skin Clinic to residents describing what services are offered.

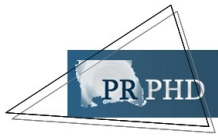
**Covid Vaccine Update:** Vaccine clinic was a great success with great community effort. There was a safety pre clinic prep meeting to discuss logistics with Barb, Chris Carleton, Alex, Virginia, also Kandace helped. The ambulance was strategically placed with medications and Benadryl in case someone had a bad reaction to the vaccination.

The first 200 doses were distributed, and the community was thankful to have the vaccine clinic at home versus having to travel to Bellingham. It was a controlled, flawless environment, no one left their vehicles.

There was a delay in getting a batch of doses out because of weather issues and a power outage. The intention is to not let the vaccines go to waste so if there were any extra vaccines leftover due to no shows, Chris Carleton would call people on his list until every shot is administered.

- Check with the Fire Department on the plug outlets connected to the emergency generators.

The setup is good at the Clinic. The refrigeration temperatures are monitored, logged and reported to the State every day. Security cameras are installed to monitor the area 24 hours a day.



**Clinic days, hours, 2021 Staff:** Stephen questioned whether the current Clinic Services Agreement required 7-day coverage. Dr. Bozorgzad responded that SuperTrack is in compliance with the contractual obligations. Dr. Bozorgzad will be coming to Point Roberts more. The clinic is open 5 days a week, Monday 9 am – 6 pm, 8 am – 5 pm Tuesday through Friday.

On Wednesday and Friday's telemedicine is available. Someone will complete the registration, take vitals and connect the patient with the provider in Bellingham.

Nothing is setup currently for a weekend telemedicine call in. But if patients call the clinic on the weekend the call is forwarded directly to Bellingham SuperTrack, which is open. Medical records are on the same system and the provider will have access to them. Kandace suggested that this information should be sent out to the community again, also because there are new residents in Point Roberts.

- Barb to follow up on drafting and sending out telemedicine information to the community.

**Clinic storage shed items - Update:** Physical Therapy equipment is packed up. Barb will arrange to meet Alan Finston's wife at The Vault in Blaine. The rest of the shed items have been arranged and are ready to be donated. Barb to send photos to the commissioners of donation items. The lightweight wheelchair and walker will be kept by the clinic.

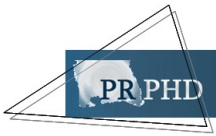
**Vendor # issues:** Reimbursements of items purchased by employees/officers of the Hospital District require a vendor number. Jeremy Kerns (head of finance & payroll) told Paulette to reference the employee number as the vendor number on the form and add it to the warrants each month.

**CNA Insurance Policy – March 2021 CNA Policies renewal:** Meredith the PSF agent tried to find alternative policies from other firms compared to CNA but there weren't any takers for a one-off policy that wasn't part of a larger network of policies. Feedback from CNA was the corporate type language does cover the director/officer liability for the commissioners. If the we were to terminate the policy, we will receive a refund on premium that was prorated.

If we were to shop around with a different agent and look for a claims made policy, then it can be negotiated up front as an extended policy. The policy covers defense of alleged impropriety and is appropriate and applicable for the district.

Barb spoke with the director of AWP/PHD and he will contact various organizations within the public hospital district that are similar and find out who they are insured with and what policies they have.

**Superintendent's  
Report:**



AWPHD set us up for the Medicare grant for the conversion project and we have received more money compared to what we paid in dues for the Association.

- Barb to send Richard more information.

Richard wanted to understand the interaction between this policy & the protections that are already in the statutes governing hospital districts. RW 4.96 provides indemnification of executives, officers, employees and volunteers. Need to know from CNA how this protection would work. Previously the agent stated it provided protections from embezzlement and from accusations of negligence from shareholders. Who are the shareholders, would it be the community members? Who has the standing to sue any one of the commissioner's, would it be the State? Need to hear more about hospital districts like Point Roberts that have a small clinic run by a third party, not a hospital district such as the one in Seattle.

**Motion:** Authorize payment for the maintenance of this policy until clarification of policy or attaining a new policy.

2:1 in favor (*SF & KH in favor, RD not in favor*)

**Motion approved**

**Next Regular Meeting: Wednesday April 7<sup>th</sup>, 2021 @ 6:30 pm via ZOOM**

Meeting adjourned: 7:50 p.m.

*Minutes approved verbally at the following month's ZOOM meeting*

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Stephen Falk

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Kandace Harper

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Richard Dennis

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Farrah Carsten