

Minutes

Point Roberts Public Hospital District

Friday November 13, 2020

Call to Order:

The meeting was called to order at 3:00 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:

Patrick Grubb, APB

Business:

Approval of 2021 Budget, Budget & Levy Resolutions
Discussion of 2021 SuperTrack PLLC Clinic Service Contract

Superintendent's Report:

2021 Budget - Discussion:

Levy certification signed by Barb and sent to Kathy Zegers.

Barbara answered clarification questions from the commissioners on the following budget line items:

#5635 – Professional Services: Whatcom County Administration Services charged quarterly for payroll. Doesn't include legal fees, those are under **#5720 Legal**

#5410 – Wages: Reflects Secretarial & Superintendent increase previously approved.

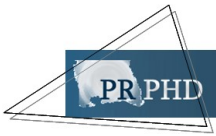
#4020 – Current Year Tax Revenue: Increases are driven by external forces (County).

#4440 – Interest Revenue: Increases due to interest earned on reserve fund, tax revenue that hasn't been spent. This can be utilized for major expenditures.

#4450 – Rental Income: This account was established when Whatcom Physical Therapy was utilizing space to provide services to people in Point Roberts.

#5450 – SUTA Expense (State Unemployment Tax Act): Payroll tax that States require employers to pay. SUTA was established to provide unemployment benefits to displaced workers.

#5610 – Accounting & #5615 - Advertising: Higher account costs last year related to Jackie's retirement and the overlap in hours for training Paulette. Higher advertising costs last year related to the RFP & advertising for 2020.



#5765 – Repair & Maintenance: Copy/fax machine lease, toner supplies & maintenance

#5780 - Telephone (PRPHD msg #): Superintendent's phone line that is required as a message line.

#5800 - Dues/Licenses: WA State Public Hospital Association

#5830 – Computer Software Subscriptions: Dragon1 software for Deb, now zero amount. **#5775 - Webhost & Computer Backup:** Go Daddy, software, ZOOM expense, etc.

#5740 – Miscellaneous: No longer a necessary category, we already budget a contingency fund (**#5025**).

Approval of 2021 Levy Increase and Budget

Motion: Resolution 2020-02 - Approval of 1% levy increase for 2021
Motion carried

Motion: Resolution 2020-03 - Approval of budget for 2021
Motion carried

SuperTrack PLLC - DRAFT Service Contract:

Only issue is \$54k threshold to get portable x-ray machine. Change provision of paragraph to **revenue received** rather than **accrual**.

Motion: Authorize to conclude the negotiations based on the above outline with SuperTrack PLLC Service Contract.
Motion carried

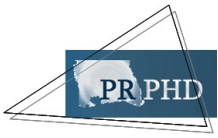
Meeting was adjourned at 3:55 p.m.

Regular Meeting: Tuesday December 8th, 2020 @ 7 pm via ZOOM

Minutes approved verbally at the following month's ZOOM meeting

Stephen Falk

Kandace Harper



Richard Dennis

Farrah Carsten