



Minutes

Point Roberts Public Hospital District

Wednesday June 9, 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, Virginia Lester, Patrick Grubb - APB

**Approval of Prior
Minutes:**

Approval of minutes from previous PR PHD Regular Meeting (May 12, 2021)

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

Financial Report:

Financial Report:

Paulette Ladner presented the financial report. Current month payables \$16,704.26. Payroll is \$3,120.

***Bookkeeping is higher this month due to Paulette working on the WA State Auditor's annual report.*

Bills presented for approval as follows:

Bills paid:

06/01/21 – SuperTrack Urgent Care PLLC = \$16,000
05/31/21 – Point Roberts Bookkeeping = \$427
05/28/21 – Point Roberts Press - Advertising = \$50
06/30/21 – Bellingham Business Machine = \$24.17
06/01/21 – Whidbey Telecom = \$48.11
06/02/21 – Whatcom County FD #5 = \$154.98

Payroll as follows:

Heather Dixon – Cleaner = \$336
Barb Wayland – Superintendent = \$1,914
Farrah Carsten – Secretary = \$528
Kandace Harper – Commissioner = \$114
Stephen Falk – Commissioner = \$114
Richard Dennis – Commissioner = \$114



Profit/Loss Budget Performance: Richard pointed out that on the Jan – April 2021 Utilities, Line 5790, it shows \$17,300.54 but the total he worked out should be \$1,080.99. Paulette will take a look at this and correct the typo.

Richard also inquired about the fixed assets and if the Hospital District as a public institution is required to depreciate any of this. Richard’s concern is that the district needs to comply with county rules for the accounts. The fact that the District hasn’t been called out on this in the past does not answer the question. Depreciation may be reasonable because of the need for matching income to expenses. For a normal business fixed assets on a depreciation schedule would be written down.

Stephen said the motivation to writing it down would be tax related and the State Auditor over the years, would have asked why the fixed assets are always the same.

Per Richard, depreciation is handled differently for taxes and accounting purposes. There are different rules on what gets depreciated and for how long.

Paulette to send the contact information for the Auditor’s office to Richard.

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

Clinic Patient Numbers:

Clinic Medical Director Update:



POINT ROBERTS CLINIC NUMBERS FOR MAY 2021

DATE	OV	LABS	PT/INR	TELEMED	PHYS EXAM	COVID TEST	SKIN CLINIC	TOTAL
3	12	2	4					18
4	7					7		14
6	5	2						7
10	3	3	2				6	14
11	12	1						13
13	3	4						7
17	13	1		1	2			17
18	7	5						12
20	5			1				6
24	13	3						16
25	10	4			1			15
27	4	4			1			9
31	MEMORIAL DAY							
TOTAL	94	29	6	2	4	7	6	148

*May 27th: 2 new recruits for the Fire Department / TOTAL = 150

May’s numbers were stable with 148 clinic visits. Stephen asked for the financial reports to determine if they have hit their target goal stated in the agreement. Dr. Bozorgzad will have Alex send out the quarterly financial report.



Superintendent's Report:

Possible new company The Partners – new insurers for the Marina:

Stephen was in contact with the Insurance Company (Roxanna Jensen). She thought it was potentially something they could help us with but would need to review our current policy in place. Stephen will send her the policy to get the process started.

Chief Carleton proposal; vaccinations of U.S. citizens living in B.C.:

Chief Carleton's proposal to vaccinate Canadian Citizens was turned down by B.C. We do have a lot of doses to be transferred to us. There will be a big immunization clinic set up at the end of the month offering Pfizer and Moderna vaccines. So far there are 100 names signed up but it could be as many as 200-300 people. The vaccines being offered will be 1st dose or 2nd dose depending upon what we have on hand.

Roughly 80% of Point Roberts is immunized. Per Virginia, 850 people total were immunized (this total includes non-residents).

Repainting of lines in the parking lot in front of the clinic – Stephen Falk:

Chief Carleton said when he has painted the lines, no one parked there anyway. He will consider it after the vaccination clinics are completed. Stephen to make a formal request next month or bring it up at the next Fire Department meeting. Richard to look for the lease agreement and see what terms are listed.

Upcoming election for PRPHD Commissioner, Position 3: Two candidates have filed to run for the Kandace's position in the November election.

Other:

Next Regular Meeting: Wednesday July 14th, 2021 @ 7:00 pm via ZOOM

Meeting adjourned: 7:25 p.m.

Minutes approved verbally at the following month's ZOOM meeting

Stephen Falk

Kandace Harper

Richard Dennis

Farrah Carsten