

## Minutes

Point Roberts Public Hospital District

Wednesday October 11, 2023

### **Call to Order:**

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

### **Attending:**

Commissioners: Stephen Falk, Sara Oggel, Noel Newbolt  
Superintendent: Barbara Wayland  
Financial Advisor: Paulette Ladner  
Recording Secretary: Farrah Carsten

### **Introduction of Guests:**

Dr. Sean Bozorgzadeh, Virginia Lester, Erin, Pat Grubb– APB

**Public Comment:** None at this time.

### **Approval of Prior Minutes:**

Approval of minutes from previous PRPHD Regular Meeting (September 13, 2023)

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

### **Financial Report:**

#### **Financial Report:**

Paulette Ladner presented the financial report. Current month payables \$16,982.98 / Payroll is \$3,232.00

There is one item to note: PRPHD P.O. Box annual fee = \$226

#### **Bills presented for approval as follows:**

Bills paid:

10/01/23 – SuperTrack Urgent Care PLLC = \$16,000  
09/30/23 – Point Roberts Bookkeeping = \$570  
09/29/23 – Point Roberts Press = \$50  
10/01/23 – Whidbey Telecom = \$18.18  
10/01/23 – Whatcom County FD #5 = \$89  
10/01/23 – Bellingham Business Machine = \$29.80  
10/01/23 – U.S. Postal Service = \$226

#### **Payroll as follows:**

Barb Wayland – Superintendent = \$1,914  
Farrah Carsten – Secretary = \$528  
Stephen Falk – Commissioner = \$114  
Sara Oggel – Commissioner = \$114  
Noel Newbolt – Commissioner = \$114  
Deanna Perkins – Cleaner = \$224  
Olivia Hughes – Cleaner = \$224



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

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Flu												
Lab												
Other												

**Clinic Medical Director Update:**

The clinic numbers were a little lower in comparison to September of last year due to the number of labs decreasing. SuperTrack is continuing to see new patients as well as Canadian patients.

Sara Viant (attended the September meeting), is a registered nurse that is new to the Point Roberts community. She has a bachelor's of science in nursing and has worked as an emergency room nurse. Dr. Bozorgzadeh offered her a position which started yesterday and she assisted with the flu clinic. Currently she is working 2 days a week with Dr. Bozorgzadeh on Tuesdays and Fridays. In the future she will work on the days a provider is not available, Wednesdays and Fridays.

There was a really good turnout for the flu clinic yesterday. Quadrivalent, which is more concentrated for ages over 65 and the vaccine used last year for all ages was offered. 200 vaccines were ordered, 100 doses of the 200 were the Quadrivalent vaccine. The next flu clinic will be held next Tuesday and there will be one more flu clinic after that. Going forward it will be available all season on a walk in/appointment basis for the Point Roberts community.

Sara Oggel inquired as to if these are live virus vaccines being offered to the seniors. Dr. Bozorgzadeh said it's not live.

Stephen mentioned the discussion from last month's meeting regarding issues about the vaccine costs and if SuperTrack would be tied up with uninsured patients. He asked if the discussion should be had now or wait until the next meeting, if it isn't an issue at this point. Dr. Bozorgzadeh recommended that the discussion take place when Alex is in attendance at the next meeting. He forwarded to Stephen an invoice from their supplier for the cost of both vaccines.

Stephen brought up a conversation he had with Barbara regarding the Covid vaccine not being provided at the clinic this year. Dr. Bozorgzadeh responded that the Covid vaccine is a dynamic situation and SuperTrack is constantly trying to get clarity on what the insurance companies pay for it and what are the recommendations from CDC.



It's an expensive vaccine, the approximate price is \$110 which is a cost to the clinic. It would cost the clinic \$11,000 to order 100 vaccines. The advantage the big chains have (Walgreens, Rite Aid), is that they have people who spend a lot of time to create the systems and they have lobbying power with these pharmaceutical companies which makes it easier for them.

SuperTrack will continue to evaluate it and would like to offer it if it's practical as soon as they receive more clarity on the associated costs and insurance coverage.

Barbara said Rite Aid in Blaine is offering the Covid vaccine. Noel mentioned Rite Aid in Bellingham is also offering the Covid vaccine, and the website [www.vaccines.gov](http://www.vaccines.gov) provides a lot of information about it. There is a Bridge Access Program which will provide the Covid vaccine for free to people who are uninsured or if their insurance will not cover it. Barbara will send this information to Dr. Bozorgzadeh.

## Superintendent's Report:

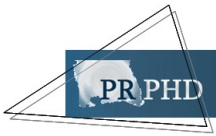
**Records Retention Policy:** To be tabled for now because the Association of WA Hospital Districts emailed Barbara asking for input by Friday October 27<sup>th</sup> on the changes to the draft made in the existing association records retention policy. The state auditor's office has decreed some things, such as keeping the ZOOM recordings on file for a number of years, and more changes are coming. She will pull the information together and send it advance to the commission before the next meeting. Barbara to contact Elaine in regards to a former policy drafted during her time with PRPHD.

**Budget:** Documents related to the preparation of the 2024 budget were received. Barbara has forwarded it to the commissioners. This year the PRPHD doesn't have to deal with a levy lift.

Stephen pointed out that the budget to a very large degree is a cookie cutter model. The income coming in is a little bit more and the expenditure items are the same categories. It can be fairly simple; the harder part would be the amount of the budget increase. Even so it's always the same model from one year to the next.

## Other:

Grace Hettinga (former clinic cleaner), finally received her check however the issue of checks arriving on time continues to be unresolved. As of today, the monthly check for SuperTrack has not been received. Paulette emails the approved warrants and payroll to county finance after the monthly meeting, she mails it to 2 different addresses (one for finance and one for payroll). Payroll for this month was processed but was delayed a little bit. Barbara inquired with county finance as to why payments are issued late. Somehow no one had noticed that they had received the request for the warrants to be paid. Now they are dispensing them a week after they should be processed.



Barbara explained someone new is processing the payments and she is going to request the county to send out the checks priority mail as they did in the past, ensuring the checks arrive the next day. The money for the extra postage can be taken out of the account as it was allocated under the budget (#5640 – Courier & Postage). She hasn't received any answers yet. Stephen pointed out that basically the county is ignoring what Paulette sent them. Paulette will continue to follow up.

Stephen mentioned that the commission a few months back had approved for Paulette to sign and submit the warrants a month in advance to avoid this issue from happening in regards to SuperTrack. Somehow it slipped through this month but Paulette will start doing this all of the time now.

**Next Regular Meeting: Wednesday November 8<sup>th</sup>, 2023 @ 7:00 pm via ZOOM**

Meeting adjourned: 7:31 p.m.

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

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Stephen Falk

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Sara Oggel

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Noel Newbolt

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Farrah Carsten