Meeting Minutes
Wednesday October 7, 2026

Call to Order and Roll Call:

The meeting was called to order by Commissioner, Noel Newbolt at 7:00 pm

Commissioners: Noel Newbolt (1, Chair), Alyssa Clark (2, Vice Chair), Vic Riley (3)
Staff Present: Superintendent, Auditing Officer & Administrative Clerk: Farrah Carsten
Practice Manager: Alexandra Wiley

Guests/Public Present: Erin Kelly – APB/Daffodil Press, Pia Clark, Allison Calder, Dee Gough, Bill Zidel, Rhiannon Allen, Darryl Scheck, Loretta Chandler, Elisabeth Mason, Alicia Beldham, Jen Kurcz

Public Comment: None at this time.

Approval of Agenda:

Motion: To approve the agenda as presented. **Motion carried.**

Town Hall Presentation – Sustaining and Supporting the Local Medical Clinic:

Vic Riley gave a presentation so that the community had the same information about the district's situation. Vic noted the district is 21 years old and was formed in 2005. He was one of the first commissioners in 2005 (along with Barbara Bradstock), leaving in 2007 and being reappointed in March 2026. Key points:

- **History and levy:** When the district was formed in 2005, the levy rate was 50 cents per $1,000 of assessed value; the legal maximum is 75 cents. Vic stated this is about $140 per year for a $500,000 house so this is just a little more than a third of the total maximum because the current levy rate is 28 cents per $1,000. PRPHD has a lot of headroom. From 2005 to 2019 the clinic was open three days a week with a nurse practitioner; Allison Calder was noted as one of the people who obtained the original clinic permit.
- **Clinic finances:** The clinic costs about $500,000 per year to operate at the current service level. The district contributes just under $200,000 and patient revenues are just over $200,000, leaving a shortfall of about $100,000 that SuperTrack has covered from its own funds (including from its Bellingham clinic). SuperTrack reported about a $75,000 loss last year.
- **Subsidy vs. inflation:** The $16,000/month subsidy has been flat since 2018. District revenues tracked inflation until about 2022–2023. Had the subsidy tracked inflation it would be about $22,000/month today, and SuperTrack would have received about $200,000 more over the years. District cash fluctuated between $375,000 and $450,000 last year and exceeded $500,000 as of August 2026.
- **Funding mix:** Patient revenues are about 40% of clinic funding, the district about 40%, and the remainder has been SuperTrack's shortfall; Vic stated the district should cover the balance

beyond patient revenues. Of 58 public hospital districts in Washington, 40 run hospitals; Point Roberts is one of 18 that do not.

- **Comparable districts:** Lopez Island (population ~3,000) lost UW Medicine as provider as of June 30 this year and took eight months to secure a new provider, Sea Mar. Vashon Island (population ~10,000) formed its district in 2019; its provider later opened a competing clinic, and it currently offers urgent care through a mobile unit.
- **Service and utilization:** A 2019 community survey found the most common reason for not using the clinic was the need for a doctor. With doctors three days a week and about 1,000 residents, the local ratio is about 1:1,500. In 2025 there were just under 2,000 total encounters, including about 1,500 office visits.
- **Contract history:** The 2018 contract (basis of the $16,000/month subsidy) called for a doctor one day a week, a nurse practitioner or physician assistant two days, and telemedicine two days. A three-year contract signed in 2024 kept the same terms, although SuperTrack has voluntarily provided doctors on more days. The 2024 contract ends at the end of next year.
- **District budget:** Tax revenue is about $300,000 per year: about $200,000 supports the clinic and about $100,000 supports district operations. The clinic-space rent paid to the Fire District account is about $21,000. The superintendent's salary is part of the district operation costs and commissioners are paid $161 per meeting.
- **Plan approved in August:** Objectives are stability, sustainability and predictability. For the rest of 2026 the subsidy was increased to $36,000/month to eliminate SuperTrack's projected 2026 loss; for 2027 it is set at $27,000/month ($324,000/year). The revised contract adds annual subsidy-adjustment criteria (inflation and patient revenues), provision for emerging needs (e.g., the medication pilot), a requirement to maintain the current level of service, and a term extended through 2028.
- **Levy lid lift and reserves:** A levy lid lift election is planned for next year; if approved, increased revenue would not begin until mid-2029. The amount has not been discussed; a mid-year town hall is planned. Reserves will be drawn down but are projected to stay above about $150,000. Vic also noted that sustainability after 2028 depends on the levy lid lift, that all figures are estimates, and that his seat is up for election next year.

Public Comment: Questions and comments:

- Alternative providers: Around 2016 PeaceHealth and Family Care Network declined to serve the clinic. Shields provider had expressed interest. Options are limited, and other providers would likely cost the same, more, or offer no doctor. The district prefers SuperTrack.
- Inflation rate used: Year-by-year rates from the Federal Reserve website, 2010 to present (about 3% average, rising to about 5% and 9% in 2022–2023). An attendee noted that the medical inflation rate (typically 7–8%) would make the picture worse.
- Reserves: There is no statutory reserve requirement. The Association of Washington Public Hospital Districts advised that districts operate with a figure of 75% of expenditures, some of them have only 28 days of reserves.
- If the levy lid lift fails: Service would likely be reduced (fewer clinic days and/or a less qualified provider), or a new provider would be needed, with more limited service or possibly no provider.
- Attendees, including those online, expressed appreciation for the presentation.

Approval of Prior Minutes:

Approval of minutes from previous PRPHD Regular Meeting (September 2, 2026).
Motion: To approve minutes as presented. **Motion carried.**

Financial Report:

Accounts	September	August	Difference
General Fund	$ 218,092.64	$ 254,571.08	$ (36,478.44)
Reserve Fund	$ 192,256.29	$ 191,628.19	$ 628.10
Capital Fund	$ 12,376.98	$ 12,336.54	$ 40.44
TOTAL	**$ 422,725.91**	**$ 458,535.81**	**$ (35,809.90)**

Current month payables = $40,312.34 / Payroll is $2,723

Bills presented for approval as follows:

10/01/26	SuperTrack Urgent Care PLLC contract	Oct-26	$	36,000.00
10/01/26	Whatcom County Fire District #5	Utilities	$	70.38
10/01/26	Bellingham Business Machines	Copier supplies	$	14.01
10/01/26	Farrah Carsten - reimbursement	Whidbey,USPS, Ad	$	321.58
09/17/26	Foster Garvey PC	Org. issues	$	1,084.05
09/10/26	Whatcom County Auditor	8/25 Primary Election	$	2,672.32
09/24/26	Whatcom County Finance	Q3-26 Payroll	$	150.00
TOTAL			**$**	**40,312.34**

Payroll:

October	Farrah Carsten	Superintendent, Auditing Officer & Admin	$	1,800.00
October	Kimberly Kimerer	Cleaner	$	440.00
September	Noel Newbolt	Commissoner 1	$	161.00
September	Alyssa Clarke	Commissoner 2	$	161.00
September	Vic Riley	Commissoner 3	$	161.00
TOTAL			**$**	**2,723.00**

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

Updates:

SuperTrack Contract: Farrah presented the contract signed by Dr. Bozorgzadeh and herself. The board signed the contract to finalize it.

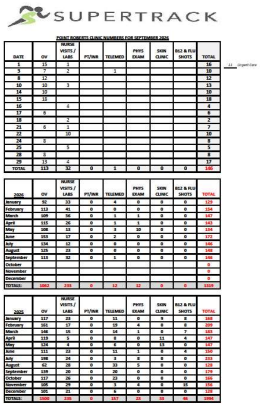
SAO – Cyber Security: The cybersecurity review was completed and the State Auditor's technical team found everything in order. The remaining step is for her to put together a manual. The Superintendent was advised to remind each commissioner not to open suspicious links (e.g., emails impersonating Wix). She mentioned how she has a spam filter set up so that it all goes to trash.

Mobile vision and hearing services: No provider in Whatcom County is willing to come to Point Roberts due to the Canadian border logistics. Bill Zidel suggested contacting the Lions Club District 19-C office, which has operated mobile hearing/vision screening trailers.

- ***(19-C consolidated to form District 19–N further south; District 19–L serves Lions and Leo clubs located in western BC and northwest WA)***
  https://lionsmd19.org/
  Location / Office: 4141 Bennett Dr, Bellingham, WA 98226
  Phone: (360) 733-4911
  Services: Free vision and hearing exams, eyeglasses, hearing aids, scholarship programs, and the Al Boe Wheelchair Warehouse (loaning durable medical equipment).

Clinic Medical Director Update:

Alex Wiley read a written report on behalf of Dr. Bozorgzadeh, who was out of town.



SUPERTRACK

POINT ROBERTS CLINIC NUMBERS FOR SEPTEMBER 2026

DATE	OV	NURSE VISITS / LABS	PT/NW	TELEMED	PHYS EXAM	SWN CLINIC	B12 & FLU SHOTS	TOTAL
1	15	1						16
3	7	2		1				10
8	12							12
10	10	3						13
14	10							10
15	15							15
16		6						6
17	5							5
18		2						2
21	6	1						7
22		10						10
24	5							5
25		5						5
28	8							8
29	15	2						17
TOTAL	113	32	0	1	0	0	0	146

2026	OV	NURSE VISITS / LABS	PT/NW	TELEMED	PHYS EXAM	SWN CLINIC	B12 & FLU SHOTS	TOTAL
January	82	30	0	4	0	0	0	120
February	113	41	0	0	0	0	0	154
March	108	36	0	1	1	0	0	146
April	115	26	0	1	1	0	0	143
May	108	32	0	3	10	0	0	154
June	103	17	0	2	0	0	0	122
July	114	32	0	0	0	0	0	146
August	125	23	0	0	0	0	0	148
September	113	32	0	1	0	0	0	146
October								0
November								0
December								0
TOTAL	1082	288	0	12	12	0	0	1394

2025	OV	NURSE VISITS / LABS	PT/NW	TELEMED	PHYS EXAM	SWN CLINIC	B12 & FLU SHOTS	TOTAL
January	117	23	0	11	0	0	0	148
February	101	17	0	10	4	0	0	132
March	108	15	0	14	1	0	7	145
April	113	5	0	8	0	11	4	141
May	126	8	0	8	0	13	0	157
June	111	22	0	11	1	0	4	150
July	108	24	0	3	0	0	0	135
August	62	28	0	10	5	0	0	110
September	119	26	0	20	0	0	0	175
October	117	25	0	22	0	0	0	165
November	108	26	0	5	0	0	15	154
December	105	21	0	6	0	0	0	132
TOTAL	1060	235	0	117	12	10	40	1494

Clinic numbers: Total of 146 clinic visits in September which is lower than the same period last year when they saw 176. 113 visits provider/patient interactions.

Vaccinations: The seasonal influenza vaccines have arrived and are available at the clinic. Three dedicated community flu vaccine clinic days have been scheduled to improve access and increase vaccination rates within Point Roberts. Those days are: Thursday October 8th, Friday, October 9th and Friday October 30th. Kim and Pia are coordinating outreach and advertising efforts through local channels, including community postings, the hospital commission website and social media announcements.

October clinic coverage: While Dr. Bozorgzadeh and Dr. Lary will be unavailable October 7-11, clinic staff in both Point Roberts and Bellingham will support patient care needs during this period. Dr. McLevich will be covering from the Bellingham clinic. To maintain provider availability, Dr. Lary's

October 8 clinic session has been replaced with an additional clinic day provided by Dr. Bozorgzadeh on October 16.

Subsidized Medications Pilot Program:

Medication Assistance Pilot: To ensure that eligibility for the Medication Assistance Pilot Program is determined fairly and consistently, we are recommending that applicants meet the following three criteria before qualifying for assistance:

- **Financial Hardship**: The patient must complete and sign an attestation form confirming an inability to afford the medication due to financial hardship.
- **Medical Necessity**: The patient must have a prescription from a licensed healthcare provider, supported by an appropriate diagnosis code that justifies the use of the medication.
- **Lack of Alternative Coverage**: The patient must have no other viable source of payment for the medication, such as insurance coverage, pharmaceutical assistance programs, or other funding resources.

The clinic identified two candidates as the first two candidates to be considered for the program. One patient met the first two criteria. However, during the review of potential payment resources, they identified a pharmaceutical manufacturer-sponsored assistance program that covered her medication. As a result, she no longer required support through the pilot program. SuperTrack is currently exploring similar assistance opportunities for the second patient and are hopeful that an alternative funding source can be identified for them as well. Dr. Bozorgzadeh asked that the commission please look at the application that was drafted and to give feedback.

Commissioners noted that medical necessity is a key factor: the funds are intended for imminent hardship (e.g., loss of mobility, or a condition that would otherwise require surgery), not to make drugs generally available. It was noted that GLP-1 medications can cost about $150/month through GoodRx and similar programs (Costco, Walgreens), about 25% of some Medicare copays. Alex reported that Kaiser and WellCare are leaving the Whatcom County Medicare plan market next year, and offered to send updates.

The draft application form was reviewed; commissioners found it straightforward and requested no changes. Vic recommended continuing the pilot through the end of the year.

Discussion covered the medication supply chain. Alex Wiley stated that SuperTrack likely cannot purchase directly from manufacturers because of pharmacy benefit manager arrangements, and that wholesale pricing may not yet be available. The clinic does not hold a pharmacy license and is not a dispensing pharmacy; sealed, pre-packaged short-term medications (e.g., antibiotics) are provided so patients do not have to travel away from Point Roberts. Research into whether the supplier's catalog includes newer, higher-cost medications (e.g., GLP-1s) is not complete, and the clinic will not bypass any regulatory requirements. Commissioners agreed to work through these issues as the pilot proceeds.

Motion: To authorize continuation of the medication pilot program through the end of 2026. **Motion carried.**

Other:

Open Discussion and Next Steps: No additional items were raised. Farrah mentioned the November meeting will also be the budget meeting.

December meeting: Vic mentioned he will be unavailable for the December meeting and asked the others to cover if needed; Farrah noted that December is slow.

Follow Up items:

- SuperTrack (Alex/Dr. Bozorgzadeh): continue seeking alternative funding for the second pilot candidate; complete research into the supplier catalog for higher-cost medications.
- Alex to send updates on Whatcom County Medicare plan changes.
- SuperTrack: continue the medication pilot through end of 2026.
- Farrah to contact the Lions Club and prepare for the November 4 budget meeting.

Next Regular Meeting: Wednesday November 4, 2026 @ 7:00 pm in person at the Community Center and via ZOOM

Meeting adjourned by Noel Newbolt: 7:57 p.m.

Minutes approved verbally at the following month's meeting:

Noel Newbolt, Commissioner 1, Chair
Alyssa Clark, Commissioner 2, Vice Chair
Vic Riley, Commissioner 3