



Meeting Minutes
Wednesday June 3, 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

Guests/Public Present: Erin Kelly – APB/Daffodil Press, Doreen Trudeau, Suzanna Freerksen, Allison Calder, Rhiannon Allen

Public Comment: Doreen Trudeau addressed the board to publicly thank Dr. Bozorgzadeh (her late husband Tim’s primary care physician) for exceptional care. She highlighted Dr. Sean’s thoroughness in identifying issues during a routine visit, providing a detailed letter to the ER, and coordinating effectively with hospital staff. Multiple doctors noted they had never received such helpful communication from a primary care physician.

She also thanked the entire staff at SuperTrack Urgent Care for their support during her husband’s final weeks and the board for supporting local services that prevented lengthy travel to Bellingham. The board members expressed condolences and appreciation for the positive feedback about Dr. Bozorgzadeh and the clinic’s care.

Approval of Prior Minutes:

Approval of minutes from previous PRPHD Regular Meeting (May 6, 2026).

Motion: To approve minutes as presented. Motion carried.

Financial Report:

Table with 4 columns: Accounts, May, April, Difference. Rows include General Fund, Reserve Fund, Capital Fund, and TOTAL.

Current month payables = \$16,168.31 / Payroll is \$2,556

Bills presented for approval as follows:

06/03/26	SuperTrack Urgent Care PLLC contract	Jun-26	\$	16,000.00
06/01/26	Whatcom County Fire District \$5	Utilities	\$	101.43
06/01/26	Bellingham Business Machines	Clinic copier	\$	20.55
06/03/26	Farrah Carsten - reimbursement	Whidbey Telecom	\$	46.33
TOTAL			\$	16,168.31

Payroll:

June	Farrah Carsten	Superintendent, Auditing Officer & Admin	\$	1,794.00
June	Kimberly Kimerer	Cleaner	\$	440.00
May	Noel Newbolt	Commissoner 1	\$	161.00
May	Alyssa Clarke	Commissoner 2	\$	-
May	Vic Riley	Commissoner 3	\$	161.00
TOTAL			\$	2,556.00

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

Updates:

State Audit – update: Completed in time.

Provider/employee absences & clinic status updates: To be discussed with Alex in a phone call.

SuperTrack financial reports 2019-2024: Outstanding request to be discussed with Alex in a phone call.

Point ePost – \$20 annual subscription: Payment approved.

Clinic Sustainability Proposal:

Vic provided a detailed presentation on long-term sustainability, stability, and predictability of clinic services. Emphasis on needing a sustainable model rather than relying on provider subsidies.

Key points included:

- Challenges faced by comparable small/isolated districts (Lopez Island and Vashon Island) with provider retention.
- Current clinic economics: ~Approximately 1/2 a million dollars annual operating cost. District contributes ~\$200k (taxes), patient revenue ~\$200k+, SuperTrack has been subsidizing the rest (operating at a loss).

- The district has strong reserves but a structural gap: taxes currently cover less than needed for full sustainability.
- Historical context: Levy rate has decreased over time, district started at \$0.50 per \$1000 in 2005, current rate is low (\$0.28 per \$1,000). Maximum allowable is \$0.75.
- Proposal for a levy lid lift election in 2027 to ensure sustainable funding while maintaining strong reserves.
- Super Track has exceeded contract terms (providing more doctor days and services than required) while the subsidy has remained flat since 2019.
- Recommendation to adjust the subsidy to better reflect actual services and eliminate Super Track's losses (proposed increase to ~\$36k/month for rest of 2026, then ~\$26k/month for 2027).
- Contract improvements: Extend notice period for non-renewal, consider multi-year predictability, and negotiate terms that work for both parties.

The commissioners expressed support for initiating these conversations with Super Track.

Clinic Medical Director Update:

The image shows the SUPERTRACK logo at the top, followed by three vertically stacked tables. Each table contains multiple columns of data, likely representing financial or operational metrics over time. The tables are partially obscured by a grid overlay.

Clinic numbers: 134 total visits for April (147 last year).

Dr. Bozorgzadeh provided a written update: “We went live with advanced md as the main provider of billing services for SuperTrack. This change is expected to improve patient billing support and increase the availability of people who can answer patient billing questions and address issues. The transition has been relatively smooth. We have had some issues with self-pay patients and are currently working through those.”

“Our staff continue to do blood collection for those who are not able to drive to quest labs down south, however, for those who are able, we encourage them to visit one of the several collection stations that quest has south of the border. When the sample is collected at quest lab and processed right away the chance of lab errors (for example false elevation of potassium) due to transit time is significantly reduced.”

“Our prepackaged medication program is working well and has helped many patients. We intend to expand the program.”

“The measles outbreak presentation is ready and I plan to share the information with you during the next meeting.”

Follow Up items:

- *Farrah to schedule a meeting with SuperTrack regarding proposed contract changes and extension.*
- *Farrah to contact Alex regarding the 2019-2024 financial reports and reporting clinic updates/absences.*

Other:

Next Regular Meeting: Wednesday July 1, 2026 @ 7:00 pm in person at the Community Center and via ZOOM

Meeting adjourned by Noel Newbolt: 7:44 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**