

Minutes

Point Roberts Public Hospital District

Monday September 9, 2024

Call to Order:

The meeting was called to order at 5:05 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:

Pat Grubb – APB, Shivé Marshall, Mark Robbins, Dee Gough, Judy Ross

Dr. Bozorgzadeh - Absent

Public Comment: Dee Gough had sent an email regarding the senior's flu vaccine to Dr. Bozorgzadeh but didn't receive a response. At the last meeting Noel had questions about RSV as well. Sara had told the Dr. to provide the answers at this meeting so that the group would be able to hear it.

Approval of Prior Minutes:

Approval of minutes from previous PRPHD Regular Meeting (August 14, 2024)

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

Financial Report:

Financial Report:

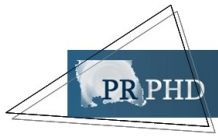
Paulette Ladner presented the financial report. Current month payables \$41,492.28 / Payroll is \$3,142

There are 3 items to note: SuperTrack Urgent Care (annual contract) = \$16,000, Foster Garvey Organizational issues (2 checks) = \$7,830.30, Stephen Falk reimbursement for storage unit annual rent = \$500

Bills presented for approval as follows:

Bills paid:

06/30/24 – SuperTrack Urgent Care PLLC = \$16,000
09/01/24 – SuperTrack Urgent Care PLLC = \$16,000
08/31/24 – Point Roberts Bookkeeping = \$800
09/03/24 – Whatcom Cty Fire Distr. #5 = \$113.73
09/26/24 – Whatcom Cty Admin Svc (Qtr 3) = \$220
09/03/24 – Bellingham Business Machine = \$27.90
08/19/24 – Foster Garvey Org = \$7,770.15
08/31/24 – Foster Garvey Org = \$60.50



Payroll as follows:

Barb Wayland – Superintendent = \$1,740
Farrah Carsten – Secretary = \$528
Stephen Falk – Commissioner = \$114
Sara Oggel – Commissioner = \$114
Noel Newbolt – Commissioner = \$114
Deanna Perkins – Cleaner = \$532

Stephen asked if the one payment for \$16,000 to SuperTrack was enough or if there are any payments that have been missed for the previous months (Paulette had just found the invoice for SuperTrack). Paulette responded that she has the 2024 monthly rentals and will send it out to everyone. Stephen clarified that his question was if PRPHD has actually missed any months of payments that need to be taken care of instead of waiting another month to correct any possible underpayments. Paulette said no payments have been missed, they are sent to the PRPHD mailbox and then she mails it out via priority mail. Alexandra Wiley had told Paulette she hadn't received a payment since June which made Stephen wonder if the payments for July and August were actually processed. Alex wasn't in attendance for the meeting and didn't respond to Stephen's earlier email. Paulette said that (Alex didn't respond) it was because Alex received the payment. After going back and forth Stephen said the problem may have to be fixed either next month or with a brief special meeting if it turns out that SuperTrack is missing a payment.

Noel asked if Barbara is supposed to be reimbursed for the computer that was purchased for Paulette. Barbara said Paulette is getting her existing laptop fixed because she likes what she has. Sara responded that the new laptop was paid for and shipped to Barbara and she took it over to Paulette. She asked if Barbara submitted the bill (for reimbursement). Paulette interjected that the old laptop is crashing, Delta Geeks won't take care of the laptop issues. She found another company (South Delta Computer), and will be giving them the old laptop so they can transfer all of the data to the new one. Stephen mentioned to Barbara to submit the bill for reimbursement in the next round.

Stephen addressed an issue Farrah had with last month's financial report that had listed a payment to Whatcom County Administrative Services for September 2023 for quarterly payroll services. Paulette stated it is supposed to be for 2024.

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

The annual report is due on Friday September 20, 2024 and Paulette has been in contact with Stacy from Whatcom County Finance. They will be doing an audit on everything going back to 2021.



Barbara mentioned that Paulette reserved a storage unit for all of the PRPHD's files to be stored at (instead of in people's homes) and approval of the payment would need to be done. The invoice wasn't submitted yet this month because Paulette wanted to discuss it with everyone first. The storage unit # is 135, located on Gulf Road, owned by Nielsen's and the annual cost is \$500.

Motion: To adopt the approval of the storage unit. **Motion carried.**

Clinic Medical Director Update:

PAULETTE SERVICES MONTHLY REPORT FOR AUGUST 2024

DATE	AMOUNT	PAULETTE SERVICES MONTHLY REPORT FOR AUGUST 2024	TOTAL
8/1	100.00		100.00
8/2	100.00		200.00
8/3	100.00		300.00
8/4	100.00		400.00
8/5	100.00		500.00
8/6	100.00		600.00
8/7	100.00		700.00
8/8	100.00		800.00
8/9	100.00		900.00
8/10	100.00		1000.00
8/11	100.00		1100.00
8/12	100.00		1200.00
8/13	100.00		1300.00
8/14	100.00		1400.00
8/15	100.00		1500.00
8/16	100.00		1600.00
8/17	100.00		1700.00
8/18	100.00		1800.00
8/19	100.00		1900.00
8/20	100.00		2000.00
8/21	100.00		2100.00
8/22	100.00		2200.00
8/23	100.00		2300.00
8/24	100.00		2400.00
8/25	100.00		2500.00
8/26	100.00		2600.00
8/27	100.00		2700.00
8/28	100.00		2800.00
8/29	100.00		2900.00
8/30	100.00		3000.00
8/31	100.00		3100.00
TOTAL	3100.00		3100.00

In Dr. Bozorgzadeh's absence, Stephen went over the clinic numbers and noted that people seem to be using the clinic more when the numbers from last year are compared to this year.

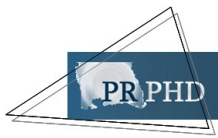
August monthly total office visits = 165 and a total number of patients seen overall = 212

Last year in August the total number of patients seen was 167 and office visits were 165

Superintendent's Report:

The warrant payments have been a consistent issue and is inconveniencing companies that provide utilities, contractors such as Paulette, including SuperTrack. Barbara has spent much time over the last few weeks working through the bureaucracy to settle the problems of checks being mailed and distributed on time, she also added that the checks do not seem to come. Stephen asked if the problem is that PRPHD is not getting the checks from the county. Paulette said it's always late.

Dee Gough, who works for the Parks Board (very familiar with the process) offered some insight. The county completes a check run every week.



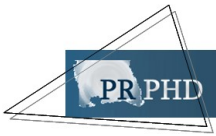
Everything needs to be turned in by Monday @ noon for the check run on Tuesday and the checks are mailed out that same Tuesday afternoon. In her experience based on Point Roberts mail, the checks arrive Friday sometimes on Saturday. As for payroll, PRPHD needs to make sure the checks arrive on the very last day of the month. The Parks District has payroll setup on auto deposit so that there is no reason to worry about it. She also mentioned that it is not the county, bills can be sent in every Monday and the check will arrive Friday (she has tested the process). Sara asked if it works and Dee said 100% but the noon cutoff on Monday is important. If the bill is sent in at 12:05 pm it won't make the check run.

After every meeting when the warrants are approved, Paulette sends everything to Whatcom County. She spoke with Mr. Bennett, (Director of Finance) and suggested to him that they send everything priority mail but somehow after the last meeting the checks were lost (after she submitted them to the County) and she just received them today. Dee concurred with Paulette's statement because checks were sent to her late this month as well. Paulette said she placed them into priority mail this time so that the checks would arrive on time to which Stephen asked if she usually e-mails all of the paperwork or uploads it to their website. She places everything into an envelope and mails it in priority mail. Stephen suggested that with the new laptop everything could be uploaded in order to streamline the process.

The last item on Barbara's report was to acknowledge the work completed by the clinic staff and the people at SuperTrack in assisting her with getting things adjudicated that she has been fighting with. She also said it's the first month in several that she has not been tasked with public information requests and data consolidation.

At the last meeting Barbara was supposed to look into Skagit County Regional Health and report back on what they were able to offer to Point Roberts residents. Barbara said she was told there isn't anybody else seeing patients here and that Deborah Shields and Dr. Anwar were the only ones. Stephen clarified the question wasn't related to that. The discussion had at last month's meeting was about the service that Skagit Regional Health offered here originally through Deb Shields providing blood draw services (for approx. 50-70 patients) and then stopped. The issue was to look into what services they were offering so that the discussion could take place to see if PRPHD cared (or not) about the services happening. Then a letter could be drafted to state "We don't care if you want to do this, you can".

Noel said that Barbara was supposed to call Skagit Regional Health to ask them if they knew what was happening in Point Roberts, what types of services they were providing while they were here and Sara added how it was devastating patients not having their services.



Sara referred to the previous meeting minutes stating it's not county to county, it's statewide licensing for PA's and it's more of a political agreement that if Skagit said it's okay for Deb Shields to see patients here in their homes and that our hospital board said it's okay as well, then Deb could do so. It would in no way involve the clinic because she would not be dealing with clinic patients. Sara reiterated it's just a political agreement between the two hospital districts. Barbara said she was not able to find anything out.

Stephen asked if Barbara could look into it and report back at the next meeting so that the patients not being seen could get help.

Other:

N/A

Next Regular Meeting: Wednesday October 9th, 2024 @ 7:00 pm in person at the Community Center and via ZOOM

Meeting adjourned: 5:30 p.m.

Minutes approved verbally at the following month's meeting.

Stephen Falk

Sara Oggel

Noel Newbolt

Farrah Carsten