

Meeting Minutes
Wednesday July 9, 2025

Call to Order and Roll Call:

The meeting was called to order by Commissioner, Stephen Falk at 7:07 pm

Commissioners: Stephen Falk, Sara Oggel, Noel Newbolt
Staff Present: Superintendent: Javid Nouripour
Financial Advisor & Recording Secretary: Farrah Carsten

Guests/Public Present: Pat Grubb – APB, Alexandra Willey, Dr. Sean Bozorgzadeh, Vic Riley, Yeagers, Shivé Marshall, Allison Calder, Dee Gough (Parks & Rec), Rhiannon Allen

Public Comment: None at this time.

Approval of Prior Minutes:

Approval of minutes from previous PRPHD Special Meeting (June 11, 2025)

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

Financial Report:

Farrah Carsten provided copies and presented the financial report.

General Fund = \$254,674.72
Reserve Fund = \$183,084.67
Capital Fund = \$11,786.45

Current month payables = \$16,800.75 / Payroll is \$3,254.20

Bills presented for approval as follows:

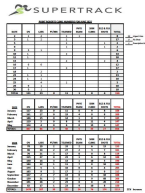
01/08/25 – SuperTrack Urgent Care PLLC = \$16,000
07/01/25 – Whidbey Telecom = \$39.96
07/05/25 – Whatcom County Fire Distr. #5 utilities = \$96.57
07/09/25 – Oliver Nouripour – Clinic repairs/maintenance = \$664.22

Payroll:

Javid Nouripour – Superintendent = \$1,566
Farrah Carsten – Secretary = \$745.20
Stephen Falk – Commissioner = \$161
Sara Oggel – Commissioner = \$161
Noel Newbolt – Commissioner = \$161
Kimberly Kimmerer – Cleaner = \$460

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

Clinic Medical Director Update:



The image shows a screenshot of the SuperTrack software interface. It features a data table with multiple columns, likely representing dates and numerical values. The interface includes a header with the 'SUPERTRACK' logo and some navigation elements. The table appears to be a calendar or a timeline view, with data points plotted across the days of the month.

The clinic numbers are down in comparison to June 2024 (150 in June vs 185 last year). SuperTrack has hired a front desk receptionist (Pia Clark) at the Point Roberts clinic. Pia has a great deal of experience and has had multiple training sessions at the Bellingham location.

Kimberly Kimerer continues to do a great job with the blood draws and the collection and transfer of samples has been smooth so far. Sara asked about the blood draws crossing the border and if it's all set now. Dr. Bozorgzadeh responded that the blood is collected twice a day and is taken to the place where FedEx picks it up (either Pia or Kim drops it off).

Dr. Bozorgzadeh addressed the anxiety within the community about the potential Medicaid cuts and said SuperTrack has a financial assistance plan (sliding scale) in place in case community members lose their Medicaid coverage. He will share details with the commission next month.

Dr. Bozorgzadeh thanked the commissioners (for approving), Javid and Nima for installing the handicap assistance railings on the wall where the digital weigh scale is for patients that have mobility issues.

Superintendent's Report:

State Auditor Query: The submissions were accepted but the Auditor's office followed up with additional questions on missing information as well as questions on the financial records from previous years. Javid explained that there are some missing policies or deprecated policies given the new regulations being placed. The hospital district is catching up with them on the regulatory side and giving them some answers to maybe less officially denominated financial reports from the past.

Allison asked if the State Auditor's office will be issuing any fines for the paperwork not being filed appropriately. Javid answered that they will be billing for the audit itself (whether it was perfect or not) but PRPHD did not incur any penalties because the reports were submitted on time. Had they needed to conduct an in-person audit due to submissions being late then that would have incurred huge fines.

Clinic repairs/maintenance: After reaching out to other contractors in Point Roberts, Javid chose to hire Nima with Cascadia Construction. In the same day, Nima finished construction for the railings at the weigh scale as well as fixing other problems within the clinic such as replacing burned out lights and replacing 3 door holders (the rubber was worn out and was scraping the floors).

Superintendent phone line: After speaking with Whidbey Telecom, Javid is now able to access the voicemail box but he will have to return calls from his personal cellphone. He will be talking to Whidbey about getting upgraded to a landline and then having that forwarded to his cellphone. Farrah asked if it was possible to have the voicemail box forwarded to his cellphone instead. Javid said it would be very easy if he had a U.S. number but his is Canadian. Whidbey didn't say they couldn't do it but they did say that it's more complicated.

Other:

Stephen made note that the last item on the agenda was an Executive session to discuss the six-month probationary period with the Superintendent (Javid). He pointed out that anyone can stay (during the 15 minutes of the session) and watch the meeting adjournment at the end but it would not lead to any comment.

Executive session start: 7:22 pm

Executive session end: 7:37 pm

Per Stephen, they will go back into the Executive session for an additional 10 minutes.

Executive session start: 7:38 pm

Executive session end: 7:44 pm

Next Regular Meeting: Wednesday August 13th, 2025 @ 7:00 pm in person at the Community Center and via ZOOM

Meeting adjourned: 7:44 p.m.

Minutes approved verbally at the following month's meeting:

**Noel Newbolt, Commissioner 1
Stephen Falk, Commissioner 2
Sara Oggel, Commissioner 3**