

Minutes

Point Roberts Public Hospital District

Wednesday October 13, 2021

Call to Order:

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

Attending:

Commissioners: Kandace Harper, Stephen Falk, Richard Dennis
Superintendent: Barbara Wayland
Financial Advisor: Paulette Ladner
Recording Secretary: Farrah Carsten

Introduction of Guests:

Dr. Sean Bozorgzad, Dr. Kelly Evans, Cheryl Kirton, Virginia Lester, Shivé Marshall, Sara Oggel, Patrick Grubb - APB

Public Comment: None at this meeting.

Approval of Prior Minutes:

Approval of minutes from previous PR PHD Regular Meeting (September 8, 2021)

The secretary had questions regarding the CNA reinstatement fee that was discussed at the previous meeting. Richard clarified that the insurance premium of \$1,301 is the amount being demanded for the period of time from when the latest policy began up to the date of cancellation. Farrah to revise the minutes and remove the wording "reinstatement fee".

Motion: Motion: To approve minutes as presented (with corrections noted).
Motion carried.

Financial Report:

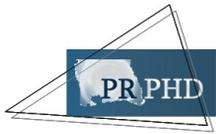
Financial Report:

Paulette Ladner presented the financial report. Current month payables \$18,608.28. Payroll is \$3,320.00. There are 3 items to note: WA State Auditor's Office assessment audit = \$1,809.60, annual P.O. Box fee = \$188.00 and Whatcom County Administrative Services for Q3 payroll services = \$210.00

Bills presented for approval as follows:

Bills paid:

10/03/21 – SuperTrack Urgent Care PLLC = \$16,000
08/10/21 – WA State Auditor's Office = \$1,809.60
09/30/21 – Point Roberts Bookkeeping = \$196
10/12/21 – Bellingham Business Machine = \$27
10/01/21 – Whidbey Telecom = \$48.08
10/02/21 – Whatcom County FD #5 = \$129.60
10/01/21 – Point Roberts Post Office = \$188
10/07/21 – Whatcom County Admin Services = \$210



Payroll as follows:

Heather Dixon – Cleaner = \$560
Barb Wayland – Superintendent = \$1,914
Farrah Carsten – Secretary = \$504
Kandace Harper – Commissioner = \$114
Stephen Falk – Commissioner = \$114
Richard Dennis – Commissioner = \$114

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

Staff Introductions: Dr. Bozorgzad introduced Dr. Kelly Evans who will be starting tomorrow (Thursday October 14, 2021). Dr. Evans has been in Family Practice since 1998 and she was with PeaceHealth for 11 years and she has patients that are Point Roberts Residents.

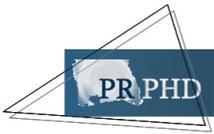
Cheryl Kirton graduated from Douglas College as a registered nurse in 1983. She worked as a registered nurse originally in surgical specialties, Oncology, Hospice and Hematology. Her first clinic job she was the sole provider for 2,000 minors at a small clinic in BC. In 1989 Cheryl worked in Australia (her birthplace), later on she was recruited to St. Vincent Hospital in New York City for a year and then to Cornwall University Hospital for 9 years. She was then recruited to work as a registered nurse for Club Med in Playa Blanca, Mexico and in Florida. 2006 Cheryl worked at Seattle University Medical Clinic for 9 years and she is still employed in pre-op and PACU as a per diem registered nurse.

Dr. Bozorgzad has worked with Piia Shokair in the past, she is working at the front desk as the medical receptionist. Piia is originally from Southern California, and has lived in Point Roberts for 11 years.

Clinic Update: Cheryl is being tasked with collecting the most common antibiotics for the clinic. Due to the border closure, it has been hard for patients to get to Blaine to have these prescriptions filled. From a list of antibiotics 7 have been selected, Dr. Evans and Dr. Lary will approve the list. The goal is to provide these medications for free for patient treatment. Within the next month or two this program should be up and running.

200 flu shots have been ordered. Last year 100 doses were administered but more can be ordered if it's needed. Dr. Bozorgzad picked the dose covering the widest range of ages from young to old (65+). The clinic will make an announcement when the order arrives.

**Clinic Medical
Director Update:**



SUPERTRACK

POINT ROBERTS CLINIC NUMBERS FOR SEPTEMBER 2021

DATE	OV	LABS	PT/INR	TELEMED	PHYS EXAM	COVID TEST	SKIN CLINIC	TOTAL
2	3			5				8
7	14	1	1					16
9	6			4				10
13	13	4	2	1				20
14	7			1				8
16	6			4				10
20	4	6	2	4				16
21	10	3		1				14
23	6			4				10
27	6	4	1	1				12
28	6	3						9
30	1			9				10
TOTAL	82	21	6	34	0	0	0	143

Clinic Numbers: 143 total visits for last month. Dr. Bozorgzad is expecting the number to go up with Dr. Evans on board.

Stephen requested for a chart of month-to-month clinic numbers for a comparison going forward.

CNA Billing Update: The ongoing attempt to recoup the \$5,700 check is moving along well. Debbie (County office) sent the document that CNA signed stating they didn't receive the money. The paperwork is being filed with the bank to locate and return the funds to the county.

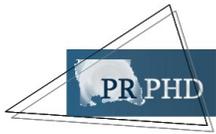
Weekly Covid test updates from Chief Carleton: Chief Carleton is letting Barbara know of any positive cases, there have not been any positive cases lately. He has reluctance about posting the information publicly. His concern is that if he puts something out and it becomes known that a person has tested positive, he could be put in the position of being accused of breaking HIPAA. On the other hand, if he says there aren't positive cases, there will be people that will interpret it as no one in Point Roberts could possibly be a source of contagion for Covid. This is not true because there is still a chance that someone who is positive didn't come in to be tested at the Fire Hall. No one can say the fact that Point Roberts hasn't had a positive test means that no one has been anywhere to be exposed. There isn't oversight or control to know this.

Motion: The Hospital District to post the testing results once a week on its website. **Motion carried.**

Liability Insurance 2022 – Stephen Falk: Roxanna Jensen with The Partners Group didn't recommend to switch over now because of the negative mark of having had the CNA policy lapse. She suggested that the Hospital District should continue to work with Parker, Smith & Feek in order to get reinstated with CNA first then switch to her company in 2022-2023.

Superintendent's Report:

Other:



Stephen spoke with someone (Ariella) at Parker, Smith & Feek earlier in the day about the issue. The person he spoke with looked at the file and said it didn't seem anything had been done on their end as of yet. She is going to get back in touch with Stephen. Stephen may have more information in the coming days and will inform everyone.

Roxanna suggested that the Hospital District may be able to provide a no claim or no loss letter to CNA that may provide comfort knowing that we have never had a claim on the policy. Barbara suggested leverage in using the document that CNA signed which states we in good faith paid but they didn't receive the funds, someone else did.

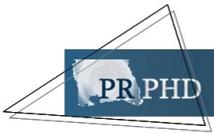
Richard brought up the issue of the \$1,301.00 amount that CNA is claiming and has turned over to the collection agency. The period is March 23rd - June 18th of 2021 that we didn't pay but were covered. If they will reinstate the policy, we should pay the total amount of \$5,467 which includes the \$1,301 however if they continue to deny requests reinstating the policy, we will still owe the bill for \$1,301 for the 3 months of this policy year.

Stephen said there may be a benefit to writing the check initially for \$1,301 to keep CNA happy in the interim while we contend with them about the rest of the 9 months of the policy year. The only reason to not cut a check is if paying the 3 months up to a termination date somehow acknowledges that we consider the policy only effective thru the termination date. This could undermine our attempt to get the full year coverage back in effect. It could have that implication.

Richard was in full agreement and stated that if it is concluded that further pursuit of a reinstatement is not worthwhile or likely to succeed, \$1,301 is due and payable and needs to be looked at. An aggressive approach would be to say the \$1,301 wasn't paid through no fault of our own but the district didn't get any benefit during that coverage period and will not pay the bill. Richard was not advocating this position, he wanted everyone to acknowledge the \$1,301 is still due and not forgotten about.

Upcoming 2022 Budget Meeting: Kathy at the County sent Barbara all of the forms for the 2022 budget preparation. We will need a special meeting because it needs to be approved by the Commission and delivered to County Council before November 30th. Per Richard, the district must develop the proposed budget by November 1st, hearing on the budget must be held on or before November 15th and the Commissioner Board must adopt the final budget by resolution after that hearing.

Richard flagged a section on the P&L performance and balance sheet for the Commissioners. There is \$365,445.82 sitting in cash in various accounts. Net income January thru August was negative \$5,804.70, little money spent each month, it's mostly covered by the taxes coming in. During this budgeting process we are asked to set a tax increase. Richard would like to consider reducing the tax rate instead of approving an increase.



The district has the ability to request an increase 1% year after year. If it's not requested, is it lost if we don't use it or banked? Stephen said he would like to know and clarify this before the discussion.

Per Richard, there is a notice requirement to publish in the printed newspaper and general county circulation the date of the budget hearing once a week for 2 consecutive weeks. Not sure if it applies to the Point Roberts Hospital District.

A notice will be sent out with a tentative date for the budget meeting.

Next Regular Meeting: Wednesday November 10th, 2021 @ 7:00 pm via ZOOM

Meeting adjourned: 8:07 p.m.

Minutes approved verbally at the following month's ZOOM meeting

Stephen Falk

Kandace Harper

Richard Dennis

Farrah Carsten