

Minutes

Point Roberts Public Hospital District

Tuesday October 13, 2020

Call to Order:

The meeting was called to order at 7:01 p.m. by Barbara Wayland, Superintendent (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, Shivé Marshall, Patrick Grubb

Approval of Prior Minutes:

Approval of minutes from previous PR PHD Regular Meetings (August 11 & September 8, 2020) & Special Meeting (August 18, 2020)

Motion: To approve minutes at the next meeting. **Motion carried.**

Financial Report:

Financial Report:

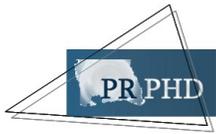
Paulette Ladner presented the financial report. Current month payables \$16,825.80. Payroll is \$2,574.00

There are 3 items to note: Fire District Bldg. Utilities for August & September 2020 = \$174.69, annual PO Box fee = \$148.00, Whatcom County Admin Services Q3 payroll services = \$180.00

Bills presented for approval as follows:

Bills paid:

09/03/20 – SuperTrack Urgent Care PLLC - \$16,000
08/28/20 – Point Roberts Press – Advertising - \$50.00
09/30/20 – Point Roberts Bookkeeping - \$196.00
10/01/20 – Bellingham Business Machine - \$30.20
10/01/20 – Whidbey - \$46.91
10/01/20 – Whatcom County FD 5 - \$174.69
10/01/20 – Point Roberts Post Office - \$148.00
10/01/20 – Whatcom County Admin Svc. - \$180.00



Payroll as follows:

Heather Dixon – Cleaner - \$560
Barb Wayland - Superintendent - \$1,276
Farrah Carsten – Recording Secretary - \$396
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.**

**Clinic Medical
Director Update:**

August = 109 patient visits
September = 115 patient visits

October is scheduled to surpass September's number of visits because it's been getting busier.

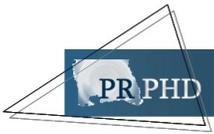
Conducted 3 flu clinics: September 21st, 28th & October 12th, 4-6 pm

40 vaccines were administered during the first flu clinic. 45 vaccines were administered at yesterday's flu clinic. People were kept outside, brought in 1 by 1. There was no need for sterilization of the rooms because patients didn't have to sit down. Alex will order another 50 vaccines.

Barb and Shivé were instrumental in organizing this. Dr. Bozorgzad administered the vaccines. Nearly 100 vaccines were given over the two days. It was one of the best turn outs for the flu shot clinics. Dr. Bozorgzad said he was pleasantly surprised at how many showed up & how quickly they were able to administer the vaccinations. It also gave him the chance to visit with some of the residents on the Point.

Two vaccine information sources were given to Barb. 1 from CDC & 1 from the vaccine manufacturer. It is FDA approved for 4 years and over, so it matches the needs in our community.

It was originally thought that 100 doses would be more than enough because last year 100 doses were ordered, and roughly 30-40 were left over. This year is different, more people are coming in. SuperTrack will order more vaccines, give 1 or more flu clinics, and give incoming patients the option to get vaccinated through the season.



Current and future staffing update:

David Shanholtzer has decided based on family reasons to move to North Dakota. Dr. Kelly L. Evans has not made her decision yet.

Jeremy Quinn PA-C will come to Point Roberts and will provide steady services to the people of Point Roberts. He has 10+ years' experience in both primary & urgent care. Jeremy & Dr. Bozorgzad will be the team that take care of the people in Point Roberts. Jeremy will be invited to the next meeting so he can present his CV and say hello.

Dr. Mae Lary is conducting a (dermatology) skin clinic once a month. The first one was yesterday & there are already patients scheduled for next month. Dr. Bozorgzad is hoping to get more of his colleagues from Bellingham to come to Point Roberts to set up and conduct clinics closer to home for the people of Point Roberts.

Other:

The contract has been sent to SuperTrack's attorney. An email has been sent requesting to have this resolved. Dr. Bozorgzad will send the red line version as soon as possible.

Stephen asked if some sort of advertising or promotion should be done for the remaining batch of flu vaccines. Dr. Bozorgzad's recommendation is to conduct more clinics & advertise as before. This year is unique, and he feels that we need to be more aggressive with regards to immunizations. Another 100 vaccines can be ordered if needed. Barb added that when the vaccinations arrive, they'll do another flu clinic. But if a patient has an appointment for a different reason, they can still receive the vaccination.

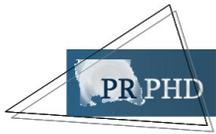
Policy and Resolution drafts – Public Document Requests:

The contact email was wrong and was updated, no other changes to be made at this time. Farrah will assign the number and this number will be included in the document.

Motion: To approve the policy and resolution

Motion approved.

Superintendent's Report:



Report of extra hours worked related to 2021 contract:

Due to the Covid situation, Barb's workload has increased. For example, not being able to meet people in person and having to rely on systems. Averages out to 1 hour a day more than what was originally intended for a superintendent to work. Barb will present a proposal as part of the budget that we set up a draw with flexible hours between a certain window (timecard situation). Or based on the county system, increase the number of hours per month & Barb keeps track of exact hours worked & compare it to the allotted total for that month. Barb to create a line item list of matters on her agenda & submit to the commissioners.

Budget for 2021: The county requires the signed, approved budget and proclamation to reach them by November 30. The information was received via email a week ago and was forwarded to all the commissioners. Barb will spend time between now and the next regular meeting going through and updating the budget and will send the draft to everyone for questions or suggestions. A special meeting date will need to be set up to approve the budget and send it out. If everyone is happy with the budget as it is presented, there isn't a rule stating that we would need a special meeting to approve it.

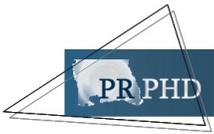
The ballot measure for next year will be due to the county. We have one commissioner position that will be on the ballot. Barbara will let everyone know when it is time to file.

Other:

- Cleaning - Paulette to gather paperwork for AmandaLyn to be a backup our clinic cleaner, & bill on next warrants.
- Kandace to coordinate a form for a performance review for PRPHD secretary Farrah Carsten.

Heather, a resident from the community, asked to comment. She had a medical situation and due to the clinic being closed, she went to the Fire Department and saw John Shields. She asked if funds could be raised to have an after-hour clinic versus going to Bellingham. She had a young child at home and was unable to wait for the telemedicine call that Shiv  was setting up for her. Heather also brought up another matter which involved a (dual citizen) friend of hers getting through the border for a medical appointment but then had problems returning to Point Roberts through Canada.

Dr. Bozorgzad responded that starting January the services will be expanding to 5 days a week and there will be telemedicine in Bellingham where they can submit medicals forms to the clinic. 24/7-hour care isn't practical due to insurance issues, logistical and legal hurdles. For emergency issues (or after hours), call 911.



The hospital district won't have an impact on the border issues, but the clinic can write letters, give written prescriptions for border officials to review when crossing for essential services. Stephen said the border crossing topic is a federal matter and he's been in contact with state representative, Satpal Sidhu in Bellingham and the Governor Jay Inslee in Olympia. Jedd Holmes of the Cross-Border Task Force works within Satpal's office as well. Either send Stephen an email with the story or contact the local government offices directly. Dr. Bozorgzad is going to see if he can meet with border officials at Peace Arch to address the crossing problems for citizens when it comes to medical needs.

Meeting was adjourned at 7:48 p.m.

Regular Meeting: Tuesday November 10th, 2020 @ 7 pm via ZOOM

Minutes approved verbally at the following month's ZOOM meeting

Stephen Falk

Kandace Harper

Richard Dennis

Farrah Carsten