

Minutes

Point Roberts Public Hospital District

Tuesday September 8, 2020

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, Virginia Lester, Pat Grubb

Approval of Prior Minutes:

Approval of minutes from previous PR PHD Regular & Special Meeting (August 11 & 18, 2020), deferred to next meeting

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

Financial Report:

Financial Report:

Paulette Ladner presented the financial report. Current month payables \$16,346.81. Payroll is \$2,804.00

Whatcom County Fire District 5 – No invoice received, expecting a 2-month invoice at the end of September

Bills presented for approval as follows:

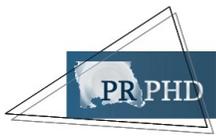
Bills paid:

09/03/20 – SuperTrack Urgent Care PLLC - \$16,000
08/28/20 – Point Roberts Press – Advertising - \$50.00
08/31/20 – Point Roberts Bookkeeping - \$224.00
09/01/20 – Bellingham Business Machine - \$25.90
09/01/20 – Whidbey Telecom - \$46.91

Payroll as follows:

Heather Dixon – Cleaner - \$448
Barb Wayland - Superintendent - \$1,276
Farrah Carsten – Recording Secretary - \$396
Kandace Harper – Commissioner - \$228
Stephen Falk – Commissioner - \$228
Richard Dennis – Commissioner - \$228

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



Provider's Report:

Clinic Medical Director Update – Current & future staffing update:

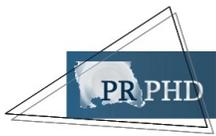
We had a discussion with Virginia, Shivé and Chwynyn. We also had an annual evaluation on Chwynyn. Everything is good there with the staff. (Richard asked for clarification & detail on everything being good with respect to the staffing).

Dr. Bozorgzad continued: Someone from the paper had called saying that Virginia said she has quit. I don't know where that came from because Virginia and I had met on Monday following the decision of the Commission. Virginia expressed her desire to stay involved with the clinic. I have been coming there for the past 3 weeks.

During the process of recruiting, Dr. Kelly L. Evans, MD, which is also my wife, who is a board-certified family physician, has expressed a desire to come to Point Roberts. Virginia and Kelly know each other and they're friends. I think it would be nice to have a female MD, board certified physician. I'm a little biased but I know she is an outstanding medical practitioner. I've been trying really hard to recruit her for that position. If that happens Kelly and Virginia will run the clinic together so most likely it would be 2 days with an MD, 1 day with Virginia, we'll see how that goes. Also starting November David Shanholtzer, ARNP, will be coming up to Point Roberts.

There is another family medical practitioner candidate who is a dual citizen, lives in Surrey and has expressed an interest to work 1 or 2 shifts in Point Roberts. When I told you everything was okay, there was some rumors, I don't know where they came from neither does Virginia but I just wanted to put your mind at ease in regards to that. I also understand that Chwynyn was listed as one of the people that would be working for Shield's Company, if they were to get the contract. I had a discussion with her and she also expressed an interest to stay on at the clinic and same with Shivé. So basically, that's what I meant, I'm sorry if I went over that pretty quickly.

We are starting early; we are not waiting until January to recruit another MA for Point Roberts for the other extra 2 days. I appreciate any referrals that any of you may have for someone from Point Roberts. That's our preference that the person who works at the clinic, lives in Point Roberts. But if it happens to be someone from Blaine or on the Canadian side that is a dual citizen, that would be fine as well. We're looking for an MA for the additional 2 days and that's from January 1, but if we can get that secured early, we will probably start that service earlier.



Flu Shots 2020:

With regards to the vaccinations 1 challenge at the clinic is that we have the whole range from children to all the way to geriatric population in smaller numbers. Last year we had to discard some of our extra vaccines. When we order there's so many different brands and types. This year more than last year there's a sense of trying to make sure we choose our vaccine carefully. #1 to give the best protection to the people especially in the middle of the pandemic and #2 to cover the broadest range of age with a single type of vaccination.

Dr. Bozorgzad shared a presentation showing the cell-based vaccine that has been ordered for the ages of 4 years+

More information about the vaccine can be found online: seqirus.us

Dr. Bozorgzad has been coming to the clinic to get some things straightened out with the EKG, PDF Machines & the way we use Advanced MD. We have set in motion the training for us to do after care summary reports so that people can walk out with a summary of what happened during that visit. It's been a part of this software but we haven't been using it properly so we're working towards addressing all of those pinpoints. Last Monday while I was there, we had to transfer someone to the emergency room and it was my first time that I saw our paramedics next door. They are very professional and responsive young men. They just came over and it was a really smooth transfer, everything went really well. I was pretty impressed with how responsive and how helpful they are. It's really a blessing to have them next door.

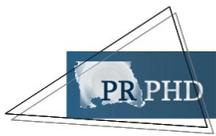
We also happened to have a family of 4 come to the clinic for the first time from Blaine. They said that they had called around and thought this was the closest appointment they could get.

I will keep you updated in regards to the 2 doctor's we are trying to get recruited to Point Roberts.

Medicaid Transformation Grant: Richard asked about how we show that on the budget & how it's used. It's something that we will have to look at if it will continue. When we wrote the budget for this year at the end of 2019, we had been led to believe that grant was over, it was a very short grant. We did not apply for it we were just eligible for it because of the involvement of the public hospital district organization for the state of Washington.

We've received a few payments and our understanding was this was over. We received \$1,500.00 total this year, that maybe it or it may continue. I will see what I can find out before we create the next budget for 2021 as to whether or not it will continue.

Superintendent's Report:



And if it is slated to continue, then we should address it in the budget as far as where it goes to.

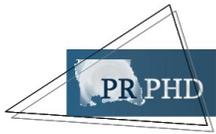
Stephen: It's critical to know if we spend it properly versus improperly.

Richard: It seems to me that's 2 separate issues. Is somebody asking us for documentation, where we spend it, that's one issue, and obviously a very critical one. But that's a separate issue from, is there something we should be doing with this money. Regardless of whether somebody is asking and checking up on it, if this is money that was given to the hospital district in connection with medical records transfer, is that something we need to be looking at. And is it something we would be doing or SuperTrack would be doing.

Policy Review & Update – Public Documents Request: You all have seen and sent in comments regarding the draft of the public document. Once everyone approves the policy wording, there's a document to be filled out for the county that makes that a part of our policies for the resolution. I've sent it to Adrian to pop in the verbiage & send it back to me. It will be there for the next meeting in order for us to vote on it in order to get it into effect. If there's any other changes or suggestions that you have on it, let me know in the next couple of days so we can get this totally perfect before we present it for approval and for the resolution.

Richard: I just want to clarify for everybody that we are bound by the provisions in the public records act that call for open records to be available to the public. And there are a number of provisions and steps in there. This policy isn't going to override anything in there. It's basically to set out our policy as a hospital district for steps we'd like people to take in order to be able to access these records. The absence of this policy is not in anyway inhibiting the public's right to get things. We're just kind of supplementing that the steps and hopefully facilitating to make it easier for people to access open records here. Already most of our records are available at the website for the hospital district. So once again to the extent of anybody in public that wants to avail themselves of these things they don't have to wait until the policy is done.

Report of extra hours worked related to 2021 contract: The position called for 2 hours a day, 10 hours a week, 40-46 hours per month. This year, the search for a new provider, RFP process, etc. is the issue for the extra hours. Barb will email the Commissioner's updates.



Budget for 2021: The next budget has to be done and approved before the end of November. I have not yet received from the county the paperwork that we receive that gives us the figures that we need to use in the process of forming next year's budget. And I have not heard anything as to whether the effects of Covid are going to change that timeframe but it's always been that it's required by the end of November to be completed. You'll start hearing from me as I start putting together the pieces of this, sending questions to you and drafts of the budget before it's presented for approval.

Status of Draft January 2021 – December 2022 SuperTrack Contract:

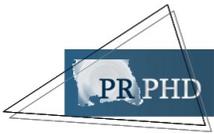
We took the document we had used 2 years ago that we presented to you for the first round. That was something we adapted from the agreement we had with Unity Care and It came from quite a way back. It was getting tweaked in minor ways. This time with more time and advance of the deadlines and with Richard's good services, he took a thorough review, we all looked at it also. But he was trying to get rid of provisions that were irrelevant and to beef up things that we thought were useful to include, and to make some changes based on the new proposal from SuperTrack to include an MD and what not. There are changes now to this version that we will be providing to SuperTrack. It will be a redline version that will allow you to see what the changes are that we are proposing for the new agreement relative to the one that was signed by SuperTrack and the District back in 18 or 19 whenever we actually got that one signed.

We made a review and through Barb, we sent it to our outside council and received feedback, they made very few minor improvements. I have one other change I want to make, that actually sounds consistent with what we just heard from SuperTrack. It sounds like the intention is to provide consistent staffing whether it's Kelly or a new MA for additional days and not have a rotating crew coming from Bellingham or wherever or whoever happens to be free. I'd like to draft a provision that addresses that particular point, that the intention on both sides is to have consistent staffing and not just a revolving door.

I'll put that in and show it to everybody on this side and then hopefully in a day or 2 you'll have the draft that we can send to SuperTrack for their lawyers and/or doctors to review. We should have that soon.

Regular Meetings – changing current day: The current schedule of meetings being every 2nd Tuesday of the month will stay in place.

Community Member (Heather Lindquist): I just want to say thank you to everybody for all the work that you guys have done on this because I've been really worried about everything. And I've been concerned for our community so I'm really happy the way this is going and I think this is great If I can help more please let me know. I'd love to help out in any way possible. I'm really happy with this. I think it's a great idea.



Meeting was adjourned at 7:55 p.m.

Regular Meeting: Tuesday October 13th, 2020 @ 7 pm via ZOOM

Minutes approved verbally at the following month's ZOOM meeting

Stephen Falk

Kandace Harper

Richard Dennis

Farrah Carsten