

Minutes

Point Roberts Public Hospital District

December 10, 2019

Call to Order:

The meeting was called to order at 7:05 p.m. by Stephen Falk, Commissioner

Attending:

Commissioners: Kandace Harper, Stephen Falk, Richard Dennis
Superintendent: Barbara Wayland
Financial Advisor: Paulette Ladner
Recording Secretary: Farrah Carsten
Absent: Sean Bozorgzad, MD, Clinic Medical Director

Introduction of Guests:

Deborah Shields, Pat Grubb APB, Virginia Lester, Campbell Wayland

Approval of Prior Minutes:

Approval of minutes from previous PR PHD Regular Meeting (Nov. 12, 2019) & PR PHD Special Meeting (Nov 23, 2019)

Motion: To approve minutes as presented with 1 correction. **Motion carried.**

Financial Report:

Financial Report:

Paulette Ladner presented the financial report. Current month payables \$16,895.72. Payroll is \$2,830.00
There is 1 item to note: Reimbursement to Deborah Shields for Dragon Medical One monthly subscription = \$99.00

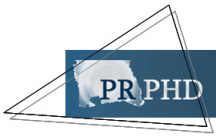
Bills presented for approval as follows:

Bills paid after the November 12th meeting:

12/01/19 – SuperTrack Urgent Care PLLC - \$16,000
11/30/19 – Point Roberts Bookkeeping - \$420.70
11/22/19 – Point Roberts Press – Advertising - \$50
11/27/19 – Bellingham Business Machine - \$28.86
12/01/19 – Whidbey Telecom – Telephone - \$47.32
12/01/19 – Whatcom County Fire District 5 – Utility - \$249.84
12/01/19 – Deborah Shields – Reimbursement - \$99

Payroll as follows:

Heather Dixon – Cleaner - \$448
Barb Wayland - Superintendent - \$1,188
Farrah Carsten – Recording Secretary - \$396
Kandace Harper – Commissioner - \$228
Stephen Falk – Commissioner - \$228
Richard Dennis – Commissioner - \$342



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

Provider's Report:

Dr. Sean felt that it was appropriate that he should attend all the hospital district meetings going forward and provide the presentations himself. The 3 Commissioners agreed that should he not be able to attend the meetings, they would require that Deb Shields or Virginia Lester be present regardless. Barb to clarify with Dr. Sean that this will happen as we need to have the Clinical staff updates.

Flu Clinic: Clinic has been having lots of walk ins, for example yesterday they had given 10 vaccinations. Deb will provide the numbers at the next meeting.

Superintendent's Report:

Medical Insurance 2020: Life Wise medical insurance will be providing coverage for Point Roberts. 3 new programs will be credentialed this week.

Biohazard & Sharps Waste Disposal: Barb to research and email least costly company to take care of this issue.

Kaiser: Not a good outcome from letters that were sent to the OIC. Kaiser is still denying coverage.

ECG: The add on for the spirometry has been ordered. Not sure when it will arrive, but training will be required. SuperTrack placed the order however PRPHD owns it, as we paid for it. Kandace & Barb will go through the clinic to tag items at the beginning of the year for inventory purposes.

Annual PRPHD/Clinic Appreciation Dinner: Kandace to send out an email confirming a January date @ BreakWater's Bar & Grill.

Other:

Procurement Policy – Do we have a policy to do bids? i.e. we obtain space from the Fire Department. Per Barb, we do have adopted policies. In the new year Barb will bring these in for the Commissioners to go through.

Richard will be in Houston during our next meeting so he will Skype in. Stephen will get this set up and test with Richard.

Beginning January, we will conduct meetings in the conference room versus the dining room.



Next Meeting:

Regular Meeting: Tuesday January 14th, 2020 @ 7 pm

Adjournment:

Meeting was adjourned at 7:55 p.m.

Signatures:

Stephen Falk

Kandace Harper

Richard Dennis

Farrah Carsten