



Minutes

Point Roberts Public Hospital District

January 14, 2020

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 (via Skype)
Superintendent: Barbara Wayland
Financial Advisor: Paulette Ladner
Recording Secretary: Farrah Carsten

Introduction of Guests:

Dr. Sean Bozorgzad, Deborah Shields, Pat Grubb APB, John Nielsen

Approval of Prior Minutes:

Approval of minutes from previous PR PHD Regular Meeting (Dec. 10, 2019)

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

Financial Report:

Financial Report:

Paulette Ladner presented the financial report. Current month payables \$17,689.39. Payroll is \$2,558.00

There are 2 items to note: Reimbursement to Deborah Shields for Dragon Medical One monthly subscription = \$99.00 and Association of WA Public Hospital District 2020 CORE dues - \$1,000.00

Bills presented for approval as follows:

Bills paid after the December 10th meeting:

01/01/20 – SuperTrack Urgent Care PLLC - \$16,000
12/31/19 – Point Roberts Bookkeeping - \$210.35
12/20/19 – Point Roberts Press – Advertising - \$50
12/31/19 – Bellingham Business Machine - \$29.29
01/01/20 – Whidbey Telecom – Telephone - \$47.40
12/29/19 – Whatcom County Fire District 5 – Utility - \$253.35
01/01/20 – Deborah Shields – Reimbursement - \$99
12/19/19 – Assoc. of WA Public Hosp. District - \$1,000

Payroll as follows:

Heather Dixon – Cleaner - \$560
Barb Wayland - Superintendent - \$1,242
Farrah Carsten – Recording Secretary - \$414
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.**

Provider's Report:

In November 2019 there were 112 appts, December 2019 there were 148 appts. Dr. Sean will provide graph reports by the next meeting.

Dr. Sean will be attending all meetings, it is not a requirement for the clinic staff to attend unless the Commissioner's request their presence.

Prepacks of meds have arrived. 7-10-day antibiotics = \$15 vs. \$140. SuperTrack is not a pharmacy & doesn't bill insurance. Patients have the option to get a prescription & have it covered through their medical insurance provider.

Flu Clinic: Mostly walk ins but overall it has been successful.

Superintendent's Report:

Biohazard & Sharps Waste Disposal: 5 big containers were left behind. The company contracted with SuperTrack will arrange mail to pick up. Unity Care will be billed \$99 per 5-gallon container. This needs to be presented to Unity Care.

In regards to security, the disposal is stored at the Fire Dept. in an appropriate sharps container that is locked. It's not a danger to society however some residents drop off the sharps behind the clinic. (Approx. 30 residents are insulin diabetic).

ECG: All parts have arrived. Dr. Sean spoke with someone to provide training @ the clinic.

Annual PRPHD/Clinic Appreciation Dinner: Confirmed @ BreakWater's Bar & Grill on 1/25/19 for 13 people

Other:

Warrants – County is processing slowly; Jeremy requires to have everything in by the 17th. Paulette will scan & email it so that he has it in time.

Hourly Rate Adjustment – Superintendent – Barb to prepare how many hours need to be paid retroactive & will present next month.

Inventory – Contact Elaine regarding inventory information, the list is needed.



Next Meeting:

Regular Meeting: Tuesday February 11th, 2020 @ 7 pm

Adjournment:

Meeting was adjourned at 7:50 p.m.

Signatures:

Stephen Falk

Kandace Harper

Richard Dennis

Farrah Carsten