

Minutes

Point Roberts Public Hospital District

Monday October 9, 2024

Call to Order:

The meeting was called to order at 7:01 p.m. by Stephen Falk, Commissioner (via Zoom)

Attending:

Commissioners: Stephen Falk, Sara Oggel, Noel Newbolt
Superintendent: Barbara Wayland
Financial Advisor: Paulette Ladner - Absent
Recording Secretary: Farrah Carsten

Introduction of Guests:

Dr. Bozorgzadeh, Alexander Wiley, Pat Grubb – APB, Shannon (Tomsen) Riley, Judy Ross

Stephen Falk asked the commissioners and the superintendent if they would agree to an executive session at the end of the meeting to discuss staff related issues, to which they did agree.

Public Comment: Shannon (Tomsen) Riley wanted to make sure the district understood that Skagit Regional Health broke the law when they allowed their employee to work in Point Roberts and that Skagit should be sued instead of PRPHD trying to perpetuate them into returning to Point Roberts. She mentioned that Skagit has been sued by other public hospital districts for encroaching on their territory and they are listed in the instruction case in the Association of Washington Public Hospital District's legal manual. Shannon questioned if PRPHD currently has three doctors and two RN's, why would the district be trying to accommodate a \$600 million public hospital district that "could totally wipe us out". This is something that will need to be discussed at some point.

Shannon reminded the commissioners why they were voted/appointed to their roles and that their job is to protect the people in Point Roberts, the provider and the district. They should not be supporting another district or their employee who was working (possibly illegally) in Point Roberts. She added that Skagit was asked for substantial records about how their employee could work in Point Roberts and they responded it would take them two months to provide the information. Skagit's lawyer is Brad Berg, who is also PRPHD's lawyer. The district will not be able to go to him for advice because it would be a conflict of interest.



Approval of Prior Minutes:

Approval of minutes from previous PRPHD Regular Meeting (September 9, 2024)

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

Financial Report:

Financial Report:

Barbara Wayland presented the financial report. Current month payables \$17,280.37 / Payroll is \$3,194

There is 1 item to note: USPS PO Box #164 annual fee = \$232

Bills presented for approval as follows:

Bills paid:

10/09/24 – SuperTrack Urgent Care PLLC = \$16,000
10/09/24 – Point Roberts Bookkeeping = \$850
10/01/24 – Bellingham Business Machine = \$22.43
10/01/24 – Whatcom County Fire Distr. #5 = \$90.09
09/25/24 – Whidbey Telecom = \$85.85
10/31/24 – USPS – PO Box #164 = \$232

Payroll as follows:

Barb Wayland – Superintendent = \$1,740
Farrah Carsten – Secretary = \$552
Stephen Falk – Commissioner = \$114
Sara Oggel – Commissioner = \$114
Noel Newbolt – Commissioner = \$114
Deanna Perkins – Cleaner = \$560

*Stephen pointed out an error on Barbara's hours being listed as 69 hours when it should be 60 hours and requested that it be corrected before the warrants are submitted to the county.

*Farrah had a question prior to the meeting regarding the audit timeframe as it was unclear if Paulette had misspoken at the September meeting. The audit is for 2021-2023.

Noel inquired about the PO Box because she works at TSB Shipping and their fees are less than what post office charges. Barbara explained that everything mailed to the district arrives at the PO Box and Paulette has her own personal PO Box she pays for which makes it convenient for her to pick up all of the mail. Also, the district's PO Box is one of the larger sizes because of the type of envelopes the County sends checks in.

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



**Clinic Medical
Director Update:**

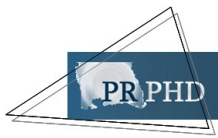
The image shows the SUPERTRACK logo at the top, followed by three data tables. The first table is titled 'SEPTEMBER 2023' and shows visit counts for various months from August to September. The second table is titled 'SEPTEMBER 2024' and shows visit counts for various months from August to September. The third table is titled 'SEPTEMBER 2025' and shows visit counts for various months from August to September. Each table has columns for 'Month', 'Visits', and 'Percentage'.

September clinic visits = 168 versus last year September = 145

Dr. Bozorgzadeh provided an update on staffing at the clinic. Kimberly Kimerer accepted a position with the clinic and is a very qualified RN with 10 years of experience in outpatient surgery, home healthcare and her work experience also includes working at dialysis centers. Nurses that work at dialysis centers are very well versed in managing IV catheters and drawing blood, etc. Nurses who work in outpatient surgery have to be certified BLS, ACLS and PAL certified, which Kimberly is. She recently moved to Point Roberts and will be starting at the clinic this Thursday.

SuperTrack received the regular and high dose flu vaccines for people aged 65+. The clinic conducted the first flu clinic last Tuesday where over 20 people were vaccinated. The second and third flu clinic will be held this Thursday and Saturday. After that SuperTrack will be announcing one or two more flu clinic dates, then they will continue to vaccinate people throughout the season as they come into the clinic.

At a previous meeting Noel had questions about the RSV vaccine to which Dr. Bozorgzadeh answered in an email but also wanted to share the information with everyone. CDC guidelines state people 75+ years should receive one vaccination and people between the ages of 60 and 75 with multiple risk factors will also benefit from an RSV vaccination. SuperTrack will not be stocking the clinic with RSV vaccines based on challenges with expiry dates and because demands may vary which would cost them thousands of dollars. Flu season is much more predictable and in the past the clinic has been able to deplete their entire stock. Dr. Bozorgzadeh said they are going to let the pharmacies on the mainland continue to provide the vaccines, including Rite Aid in Blaine, which is the closest.



Stephen asked if SuperTrack is up to date on payments from the county. Alex responded that all payments have been received however it's a hardship to wait for the checks. She and Barbara have discussed several methods in which to get the checks to them faster and with more regularity. Stephen added that he could see them on the list for this month and they should be getting paid properly this time. Barbara mentioned that at first it was a county error but another individual on another commission in Point Roberts picks up their checks the day after they are cut. The county has been notified that this same individual will also pick up PRPHD's checks at the same time. If a check doesn't come in the packet like it should there will be a much bigger window to get it resolved immediately.

Superintendent's Report:

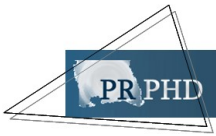
Barbara explained that she hadn't been very effective in the last few weeks because she suffered from a fall. She has calls to make and will notify the commission of the results. One of those calls will be to the AWPHD in regards to increasing the board numbers. Barbara didn't understand the legal terms of the RCW she found pertaining to it and will send a copy to Stephen.

Shannon provided some information about expanding the board from three to five and said it can be done either by the commission or by the public. If it's done by the public, it can take longer, requires the same amount of effort, not hard to do and a vote will need to be employed. It is easier if the commission decides to implement it themselves. She had a discussion with the county regarding this and she has read, understands the process and stated it's not hard to do. The first decision to make is if the commission wants to do it and if not, the public can.

Stephen inquired about an agenda item regarding the record retention policy and if it was a carry over item from a previous time to which Barbara stated it was discussed, approved and settled formerly.

Barbara announced that she is retiring and her retirement date will be at the last meeting in December (she notified the commissioners prior to this meeting). With almost a 90-day notice she and Stephen will get together to decide on the wording for the notice and will get this out quickly so that people who are interested can get in contact and apply for the job.

Stephen thanked Barbara for her service over the past 6 years as a commissioner, the superintendent and for helping find a Point Roberts provider replacement. Dr. Bozorgzadeh also thanked Barbara for her public service and for advocating very well for Point Roberts. He also mentioned that inventory of the clinic equipment needs to happen before Barbara retires because she has knowledge of what was originally at the clinic prior to SuperTrack. In a rush when SuperTrack took over the clinic they brought everything that was needed to get the clinic up and running. Over the last 6 years as equipment failed SuperTrack brought in replacements and it needs to be clear what is owned by PRPHD and what is owned by SuperTrack, including broken equipment placed in the back storage.



Other:

Stephen informed everyone that the ZOOM meeting will be muted as they go into an approximate 10-minute executive session, then afterwards returning to the public session.

Executive session start time 7:24 pm

Executive session end time 7:34 pm

There was no action to be taken from their discussion. Stephen mentioned that if the budget information is put together in time for the next meeting, it could be added to the agenda and if not, there will be a separate meeting in November for the budget approval.

Next Regular Meeting: Wednesday November 13th, 2024 @ 7:00 pm in person at the Community Center and via ZOOM

Meeting adjourned: 7:35 p.m.

Minutes approved verbally at the following month's meeting.

Stephen Falk

Sara Oggel

Noel Newbolt

Farrah Carsten