

Washington Vaccine Association

Board of Directors Meeting by Conference Call April 9, 2010

April 9, 2010, 4:00 PM – 5:00 PM

I. **Attendance.** Participating in all or part of the meeting were the following individuals:

Directors:

Brian Ancell
Phil Haas
Dr. Joe Gifford
Dr. Beth Harvey
Dennis Kirkpatrick
Laura McMillan
Dr. Ed Marcuse
Dr. Roger Muller
Dr. Mary Kay O’Neill
Dorothy Teeter

Non-Voting Alternates:

Dr. Jon Almquist
Ross Baker

Others:

Janna Bardi
Jane Beyer
John Pierce
Sydney Zvara

Vaccine Association:

Margaret Lane
Fred Potter
Anne Redman (counsel)

II. Summary of Actions Taken and / or Recommended

A. Actions Taken (votes adopted)

1. Voted to adopt the Banking resolution.
2. Voted to adopt the Initial Plan of Operation.

B. Actions Recommended

1. Suggest incorporating the rationale for selecting two-claim approach into Webinar communications
2. Formation of a Vaccine Workgroup to define work of the committee and process of selecting committee members.
3. Formation of a small group to select a logo and share with the Board.

III. Minutes

The meeting of the Board of Directors of Washington Vaccine Association was convened by conference call by the Chairman of the Vaccine Association, Brian Ancell (the “Chairman,” or “Chairman Ancell.”)

Chairman's and Legal Counsel's Remarks

Chairman Ancell outlined two objectives: review and approve the Banking Resolution and review and approve the Initial Plan of Operation, which was revised from the Plan distributed last week.

Banking Resolution

The generic form of banking resolution proposed will allow WVA to finalize a banking relationship, subject to approval of the Chair and the Secretary. The resolution requires two signatures on any draft over \$2500 (except for a transfer to the state, which can be done administratively). The resolution is generic so the WVA can identify the appropriate bank.

Upon motions duly made and seconded, it was unanimously

VOTED:

To approve the Banking Resolution in the form presented to the meeting

The Plan of Operation

The Plan of Operation may solidifies the repayment flow by allowing a capital prepayment assessment of the health plans.

A graduated interest table was added; the slightly higher interest rates in later years are a motivator for early repayment of the prepayment. The percentages have been reduced, however to avoid any perception of financial gain

Two changes were agreed upon, that the Plan be conformed to the Banking Resolution provision requiring two signatures on all checks in excess of \$2,500, and that language will be clarified to explain that liability is to the Association, not to any individual Member.

The dosage based assessment will be initially set at the market rate for vaccines in order to recoup repayment, counter leakage, and cover WVA administrative costs.

Upon motions duly made and seconded, it was unanimously

VOTED:

To approve the Plan of Operation in the form presented to the meeting with the two changes noted in discussion.

AWHP Meeting

The Chairman described his meeting with the Association of Washington Healthcare Plans. The discussion at the meeting highlights the need to get the assessment mechanism up and running. The total prepayment assessment is set at \$7.8 million

Fred Potter and Margaret Lane will issue invoices to plans on Monday (wire instructions to follow); the goal is to have funds from the plans by April 15th

Webinar

Ms. Lane explained that the Webinar began a dialogue with providers, which will continue, and offered an opportunity to respond to difficult questions. Secretary of Health Selecky is willing to introduce the meeting and welcome attendees.

Dr. Harvey noted the importance of being included in Webinar plans because she is acting as a spokesperson to the providers. Dr. Harvey suggested it would be important to share with providers why simpler solutions were not workable, and that we understand it is an added cost.

Dr. Marcuse suggested that there is no one way to communicate with providers and that we should send out a communication prior to Webinar explaining the rationale for selecting this process. The Chair suggested we share with Board what else was considered and why other options were not selected. Phil Haas stated that examples of properly done claim forms will be used in communications with providers.

Vaccine Committee

The Washington statute has language specifying the formation of a Vaccine Committee of the Board. Dr. Marcuse proposed forming a workgroup to develop a charter for the committee, including suggesting how to select Vaccine Committee members. The workgroup would identify for the Board the work to be done and how to start.

Dr. Marcuse is willing to serve as the Vaccine Committee Chair. The workgroup would define how to select members of the Vaccine Committee, and what the work of the group should be. Dr. Marcuse would like the working group to start its work in early June.

Joe Gifford volunteered to be on the Committee; Chairman Ancell suggested that Premera's pharmacy manager be on the committee.

Minutes

We have a record of actions for the April 2nd meeting. Fred is developing a form of minutes in an easily digestible form. We will welcome comments.

Logo and Website

We have charged a logo designer with developing a simple logo to capture the spirit of the Association. We will delegate to a small group to get this work done. The website is WAvaccine.org 888-WA-vacci(ne).

Report on Auditors

Names provided include Clark Nuber, Monsoon and Bass, and Moss Adams. We will run an RFP and the Audit Committee will bring a recommendation to the Board.

Public Comment

Dr. Harvey finds it difficult to make the 4 – 5 PM meetings on Fridays. Tuesday afternoons and Thursdays are good time for Dr. Harvey.

Jane Beyer commends Board for the work it has done, in particular the health plans.

There being no further business, the meeting was adjourned.