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3 **Washington Vaccine Association**
4 **Executive Committee Meeting**
5 December 16, 2021, 2:30-4:00 p.m. (PT)

6 **I. Attendance.** This meeting was conducted solely by webinar. Participating in all or part of the meeting were the
7 following individuals:
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9 <u>Directors:</u>	20	<u>Helms & Company, Inc.</u>
10 Chad Murphy, PharmD, Chair, Premera	21	Patrick Miller, MPH, WVA Administrative
11 Beth Harvey, MD, South Sound Pediatrics,	22	Director
12 Vice Chair	23	Ashley Ithal, MPH, Senior Consultant
13 Ed Marcuse, MD, Emeritus Professor of	24	Lisa White, MS, JD, Customer and Financial
14 Pediatrics, University of Washington, Secretary	25	Support Specialist
15	26	Leslie Walker, CPA, Mason+Rich, PA
16 <u>WVA:</u>	27	
17 Julia G. Zell, MA., Esq., Executive Director	28	<u>Others:</u>
18	29	Anne Redman, Esq., Perkins Coie
19	30	Anthony McCormick, Esq., Perkins Coie

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32 **II. Summary of Actions Taken and/or Recommended**
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34 Actions Taken (votes adopted)

- 35 i. To approve the minutes of the October 14, 2021, Executive Committee meeting.
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37 **III. Minutes**
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39 Welcome & Introduction

40 Mr. Murphy called the meeting to order at 2:31p.m. Ms. Zell took attendance and provided a notice of
41 recording. Mr. Miller introduced Ms. Ithal who will be providing support to the Washington Vaccine
42 Association as part of the Helms and Company team. Ms. Redman introduced her partner, Mr. McCormick who
43 will review the proposed bylaws updates.
44

45 Calendar Consent Items

46 Mr. Murphy asked for a motion to approve the minutes. Upon motion duly made and seconded, it was
47 unanimously
48

49 **VOTED: To approve the minutes of the October 14, 2021, Executive Committee meeting.**
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51 Finance Updates

52 Mr. Miller and Ms. Walker provided the financial update for the five-month period ending November 30, 2021.
53 Mr. Miller noted that the WVA experienced a planned decrease in cash for three months followed by two
54 months of increase. Ms. Walker provided insight into the increase in cash for November. She stated the
55 reduction in cash for the fiscal year will not be linear due to the lag between vaccine purchasing and cash
56 collection as well as additional, ongoing recoveries. Ms. Zell and Mr. Miller highlighted that the WVA will
57 most likely be able to hold the grid steady for next July which provides stability to payers and providers. Mr.
58 Miller reviewed the administrative budget which is under budget for the first five months of the fiscal year.
59 There were no further questions.
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61 The public meeting was adjourned at 2:46 p.m., and the Committee transitioned to Executive Session.
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63 **IV. Executive Session.** Confidential.
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65 **V. Closing.** The meeting concluded at 4:06 p.m.
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