

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37

**Washington Vaccine Association
Board of Directors Meeting
February 3, 2022; 2:00-4:00 p.m. (PST)**

I. **Attendance.** Due to COVID-19, this meeting was conducted solely by webinar. Participating in all or part of the meeting were the following individuals:

8 Directors

9 Chad Murphy, PharmD, Chair, Premera
10 Beth Harvey, MD, South Sound Pediatrics, Vice Chair
11 Ed Marcuse, MD, Emeritus Professor of
12 Pediatrics, University of Washington, Secretary
13 Randy Parker, Carpenters Trusts
14 Helen Chea, MD, Molina Healthcare
15 John Dunn, MD, MPH, Kaiser Permanente
16 Jason A. Farber, Esq., Davis Wright Tremaine LLP
17 Michele Roberts, MPH, MCHES, Washington
18 Department of Health
19 John Sobeck, MD, Regence Blue Shield
20 Lydia Bartholomew, MD, Aetna Life Insurance
21 Company

23 WVA

24 Julia G. Zell, MA., Esq., Executive Director
25
26 Helms & Company, Inc.
27 Patrick Miller, MPH, WVA, Administrative Director
28 Ashley Ithal, MPH, Project Support Leader
29 Lisa White, MS, JD, Customer and Financial Support
30 Specialist
31 Leslie Walker, CPA, Mason+Rich, PA

32
33 Others

34 Anne Redman, Esq., Perkins Coie, LLP
35 Tony McCormick, Perkins Coie
36 Rick Hourigan, MD, MHA, Market Medical
37 Executive, PNW (Seattle), Cigna

38
39 **II. Summary of Actions Taken and/or Recommended**

40
41 Actions Taken (votes adopted)

- 42 i. To approve the minutes of the November 4, 2021 Board meeting.
43 ii. To confirm Mr. Parker as WVA Finance Committee Chair.
44 iii. To confirm Dr. Sobeck as a Board Member whose term expires in 2025 pursuant to RCW 70.290.030 (3)(a).
45 iv. To approve a resolution honoring Steve Lam for his service.
46 v. To approve a resolution honoring Cathy Falanga for her service.
47 vi. To approve resolution honoring Patricia Auerbach for her service.

48
49 **III. Minutes**

50
51 Welcome and Introductions

52 Mr. Murphy called the meeting to order at 2:04 p.m. Ms. Zell announced that the meeting would be recorded for the benefit of the minute taker, to be deleted once the minutes are approved. Mr. Miller introduced community members who were in attendance. Mr. Murphy previewed the agenda.

53
54
55
56 Consent Calendar

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

58
59 **VOTED: To approve the minutes of the November 4, 2021 Board Meeting**

60
61 Mr. Murphy then moved to approve three resolutions as three previous Board Members exit the board.

62
63 Upon motion duly made and seconded, it was unanimously

64
65 **VOTED: To approve a resolution honoring Steve Lam for his service as a Board member.**
66 **VOTED: To approve a resolution honoring Cathy Falanga for her service as a Board member.**
67 **VOTED: To approve resolution honoring Patricia Auerbach for her service as a Board**
68 **member.**

69
70
71 The Board welcomed back Dr. Sobeck, who briefly spoke about his role at Regence.

72
73 Mr. Murphy asked for a motion to approve Mr. Parker as Finance chair and Dr. Sobeck as a returning Board member.
74 Upon motion duly made and seconded, it was unanimously

75
76 **VOTED: To confirm Dr. Sobeck as a Board Member whose term expires in 2025 pursuant to RCW**
77 **70.290.030 (3)(a).**

78
79 Mr. Murphy asked for a motion to approve Mr. Parker as WVA Finance Committee Chair. Upon motion duly made
80 and seconded, it was unanimously

81
82 **VOTED: To confirm Mr. Parker as the Finance Committee chair.**

83
84 Financial Update

85
86 Ms. Sidwell provided an overview of the WVA's investments at Morgan Stanley, which approximate \$44M. She
87 noted that while the market value of the bond portfolio decreased, the WVA would not see the loss unless it had to
88 liquidate the bonds. Ms. Sidwell also noted that she, Mr. Miller, and Ms. Zell carefully managed the WVA's liquidity
89 account and made transfers to and from KeyBank to ensure the WVA balanced investment outcomes with cash needs.
90 Mr. Murphy asked for questions; there being none, Ms. Sidwell was dismissed.

91 Mr. Miller and Ms. Walker presented the unaudited financial statements. Mr. Miller noted that the WVA
92 administrative budget was running ahead of budget for the fiscal year. He noted that the WVA's assessment collections
93 had been trending lower but came back up in the last month. Ms. Walker explained that the WVA's cash flow varies,
94 and the recent increase was predicted and not a cause for concern. She expects that the July 1, 2022 Assessment Grid
95 will be able to remain the same, with only minor vaccine code changes so that the WVA can absorb another year of
96 vaccine cost inflation. She described the WVA's inability to lower vaccine assessments below the CDC contract price
97 as a limit to reducing cash reserves. Mr. Miller added that further assessment recoveries have contributed to the slow
98 reduction of WVA reserves. Ms. Walker pointed to line 75 on page 22 and showed that we have decreased cash in
99 total by \$8.3M FYTD. Ms. Zell noted that the WVA was working with the DOH on vaccine projections and that both
100 parties had communicated about the fund source split, which may be changing soon due to more insured children in
101 Washington. Ms. Roberts discussed the detailed process by which the state has to follow according to CDC guidelines
102 when adjusting the fund source.

103 Mr. Miller mentioned a new KPI metric (Administrative Expense Budget to Actual) has been added to the ED/AD
104 Report to aid the Board in tracking expenses. He then moved to page 28 and described the upcoming process for
105 setting the annual administrative budget and the Assessment Grid. A draft administrative budget will be presented at
106 the upcoming Finance Committee meeting.

107 Mr. Murphy allowed the Board to ask questions; discussion ensued regarding the potential for future vaccine
108 funding needs.

109 DOH Updates

110
111 Ms. Roberts described DOH COVID and childhood vaccine updates to the Board. Disease rates of COVID are coming
112 down in the west side of WA but increasing on the east side. The hospital system in WA is overloaded. COVID
113 vaccination is evolving. Pfizer submitting their emergency use authorization (EUA) application for vaccinations for
114 kids under 5. The Food and Drug Administration (FDA) is to review this EUA on February 15, 2022. DOH is
115 continuing to partner with and educate the community and public to reach groups that typically have limited vaccine
116 access.

117
118 Ms. Roberts provided an update about non-COVID childhood vaccinations. While providers have continued to order
119 flu vaccines for adults, childhood flu vaccine administration is down 20%. The DOH has completed its flu vaccine
120 prebook for 2023-24; it has ordered the same number of vaccines but has changed the presentations based on this
121 year's usage.

122

123 Mr. Murphy asked whether the DOH had any insight about whether there are plans for COVID vaccines for children
124 to change to the private market, thereby coming under the purview of WVA and Ms. Roberts let the group know that
125 there is no definitive plan for purchase at this time.

126

127 Executive Director Update

128

129 Ms. Zell began by discussed the quarterly goals, though updates are limited due to the fact we are only one month into
130 the calendar year. She noted discussion with the DOH on payer compliance were expected to yield a letter to the WVA
131 which would be used in discussion regarding payer responsibility to fully cover assessments rather than imposing co-
132 insurance or copays. Ms. Zell then provided an update on Compliance – Provider work that needs to be completed in
133 CY2022. She framed the issue with providers and outlined plans to focus on those problems.

134

135 Mr. Miller reviewed a brief slide presentation describing the plans for provider compliance. He reported progress to
136 date in partnership with the DOH and payers to identify providers requiring training on the Dosage-Based Assessment
137 (DBA) process. He described the four, proposed components of the provider compliance plan. Ms. Zell noted that she
138 would like to add additional resources for provider work into the budget and requested feedback from the Board. Dr.
139 Marcuse made mention that an evaluation process is important to be confident that the goals are being met. Dr. Harvey
140 made mention that provider feedback will be important as part of this process.

141

142 Ms. Zell then updated the Board on the human resource (HR) and governance consultant work; she notified the Board
143 that the Executive Committee agreed to engage OneDigital for the HR work to be completed within the next year.

144

145 Ms. Zell provided a board development update including thanking Mr. Parker for agreeing to serve as Finance chair.
146 Ms. Zell reminded board members that everyone must serve on a committee for the work of the Association to run
147 efficiently. Ms. Zell asked the members to reach out to her with ideas about board development, including defining
148 role, a buddy system for new board members, etc.

149

150 **IV. Executive Session.** Confidential.

151

152 **V. Closing.**

153

154 With no further business before the Committee, Mr. Murphy closed the meeting at 4:05 PST.

155