

What: Executive Committee Agenda
When: August 18, 2022; 2:30-3:30 pm PST
Where: ZOOM

This meeting will take place solely by webinar. WVA values comments by the public about the work of the WVA. To register for the meeting, please review the [Public Comment Protocol](#) then email wvameetings@wavaccine.org at least two business days in advance of the meeting.

Notice: The meeting may be recorded for the benefit of the minute-taker. The WVA intends to delete the recording after the minutes are approved.

AGENDA

Approx. Time	*	Page	Topic/[Anticipated Action]	Presented by:
2:30-2:35pm			1. Welcome & Introductions a) Notice of Meeting Recording	J. Zell / C. Murphy
2:35-2:40pm	*	Pg. 3-4	2. Calendar Consent Items a) Approve June 9, 2022 Meeting Minutes	C. Murphy
2:40-2:45pm	*	Pg. 5-6	3. ED/AD Updates a) Audit Progress b) Off-Cycle Vaccine Additions c) COVID Planning d) Financials e) Fund Source Split	P. Miller / J. Zell
2:45-3:30pm	*	Pg. 7-19		
2:45-3:30pm			[Executive Session- Board members, AD/ED, & Outside Counsel only]	
3:30 pm			Closing	C. Murphy

*Indicates agenda item attached

August 18, 2022

WVA Meeting of the Executive Committee

Proposed Form of Votes

The following are suggested forms of votes only. They are intended to be an aid to facilitate work by individual directors and committee members.

Items under Agenda Section 2:

VOTED: To approve June 6, 2022 meeting minutes.

[To approve June 6, 2022 meeting minutes with the changes suggested at the meeting.]

**Washington Vaccine Association
Executive Committee Meeting
June 9, 2022, 3:30-4:30 p.m. (PT)**

- I. Attendance.** This meeting was conducted solely by webinar. Participating in all or part of the meeting were the following individuals:

<u>Directors:</u>	19	Julia G. Zell, MA., Esq., Executive Director
Chad Murphy, PharmD, Premera, Chair,	20	
Beth Harvey, MD, South Sound Pediatrics,	21	<u>Helms & Company, Inc.</u>
Vice Chair	22	Patrick Miller, MPH, WVA Administrative
Ed Marcuse, MD, Emeritus Professor of	23	Director
Pediatrics, University of Washington, Secretary	24	
John Soback, MD, Regence, Treasurer	25	<u>Others:</u>
	26	Anne Redman, Esq., Perkins Coie, Outside
	27	Counsel
<u>WVA:</u>		

II. Summary of Actions Taken and/or Recommended

Actions Taken (votes adopted)

- i. To approve the minutes of the March 24, 2022, Executive Committee meeting.

III. Minutes

Welcome & Introduction

Ms. Zell called the meeting to order at 3:33 p.m. Ms. Zell took attendance and provided a notice of recording.

Calendar Consent Items

After hearing no comments, Ms. Zell asked for a motion to approve the minutes. Upon motion duly made and seconded, it was unanimously

VOTED: To approve the minutes of the March 24, 2022, Executive Committee meeting.

Assessment Grid Update

Ms. Zell provided an update on the assessment grid distribution to payers and providers. The Department of Health (DOH) had just completed its provider enrollment process so existing and new providers received the assessment grid in the last week. Approximately 2,000 mailings were distributed, which is 35% more mailings this year than in the previous year.

Direct Care Practices

Ms. Zell framed the issue pending with direct care practices, membership-based provider groups that charge an annual fee for included services and do not accept insurance. These practices have been an area of focus for the WVA because they present with potential leakage as they do not perform the dosage-based assessment process yet are enrolled in the Childhood Vaccination Program. Ms. Zell and Mr. Miller met with the Department of Health (DOH) to determine whether an existing process existed to identify these providers either already enrolled or new enrollees. Currently, the DOH relies on the Office of the Insurance Commissioner OIC list, which is often outdated. Ms. Zell asked for preliminary thoughts from the Executive Committee around the creation of a WVA policy for capturing this information from direct care practices. This discussion will be brought to the WVA Board on June 16, 2022.

Payer Compliance: PR

Ms. Zell discussed ongoing problems with payers imposing patient responsibility for pediatric vaccines. Ms. Zell would like to bring a discussion around payer compliance to the WVA Board Meeting on June 16, 2022. Ms. Zell mentioned that this conversation would center around issues related to patient responsibility and timely

66 filing, specifically focused on co-insurance, co-deductibles where patients are being held accountable for any or
67 all of the WVA assessment.
68

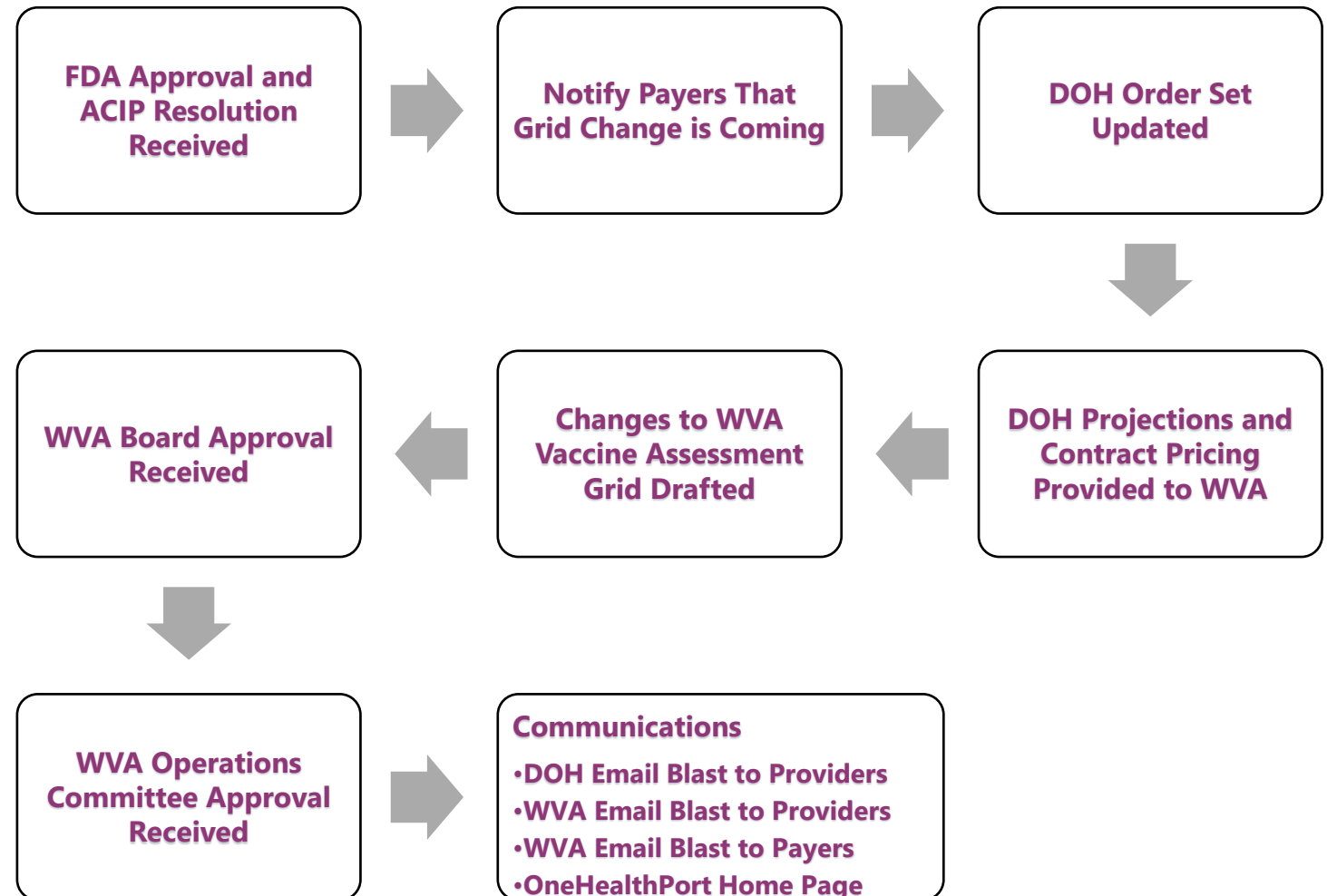
69 The public meeting was adjourned at 2:46 p.m., and the Committee transitioned to Executive Session.
70

71 **IV. Executive Session.** Confidential.
72

73 **V. Closing.** The meeting concluded at 4:00 p.m.
74

Off Cycle Vaccine Additions Process

- Priorix available on CDC contract in September 2022; to be added to DOH order set in October 2022.
- Vaxneuvance is on the adult contract; unsure when it will be added to the CDC contract and DOH order set.



COVID Planning Efforts

COVID Options Under Discussion

1. WVA floats all COVID vaccine costs for a certain time period to: a) address federal inventory burn down; b) give payers and providers a grace period
2. WVA sets a ceiling on the DBA amount based off of federal government's existing purchases (e.g., \$20/dose)
3. WVA sets a uniform, blended price across all COVID vaccines (e.g., \$12/dose)
4. Seek prospective approval from Board and Operations Committee for all COVID childhood vaccines
5. WVA creates a separate assessment grid for COVID vaccines
6. WVA pre-designs communication pieces for private market launch date

Other

1. Look for October 1, 2022 Federal fiscal year COVID funding indications/information
2. Consider engagement of our Washington, DC government relations firm

WASHINGTON VACCINE ASSOCIATION

UNAUDITED FINANCIAL STATEMENTS

FOR THE MONTH ENDED

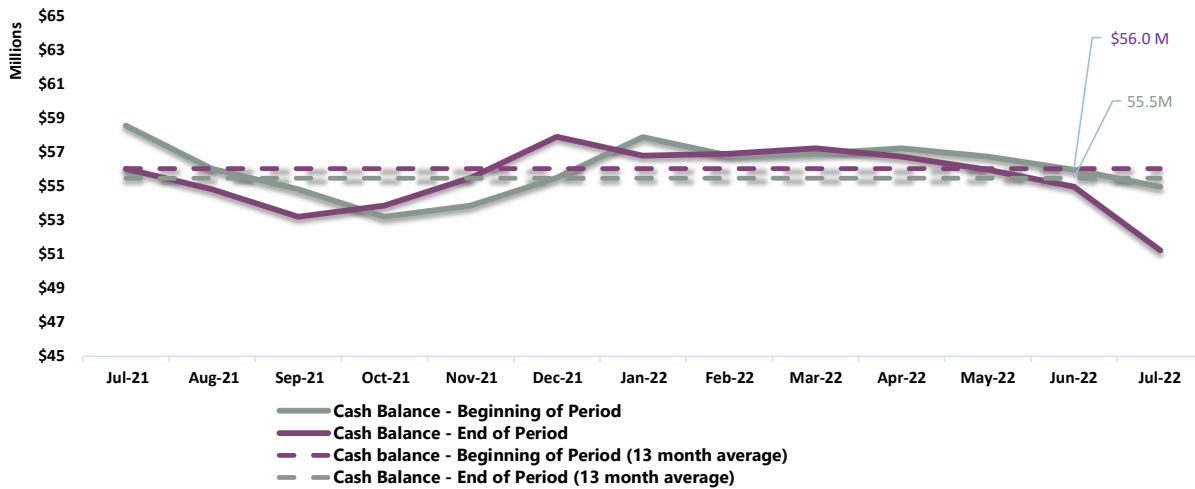
July 31, 2022

With Supplemental Informational Reporting

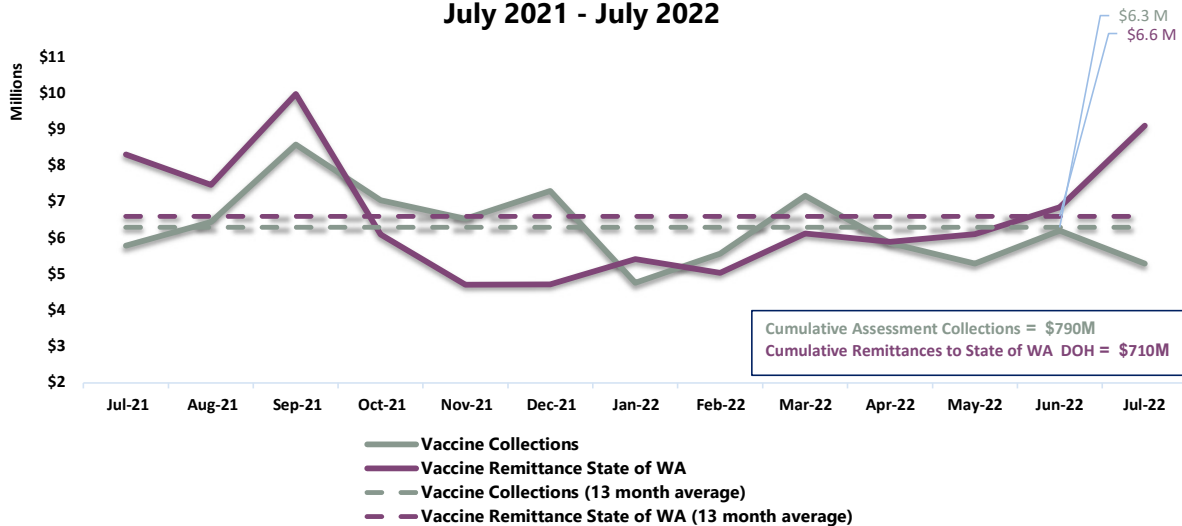
Prepared by

Helms & Company, Inc., Administrator

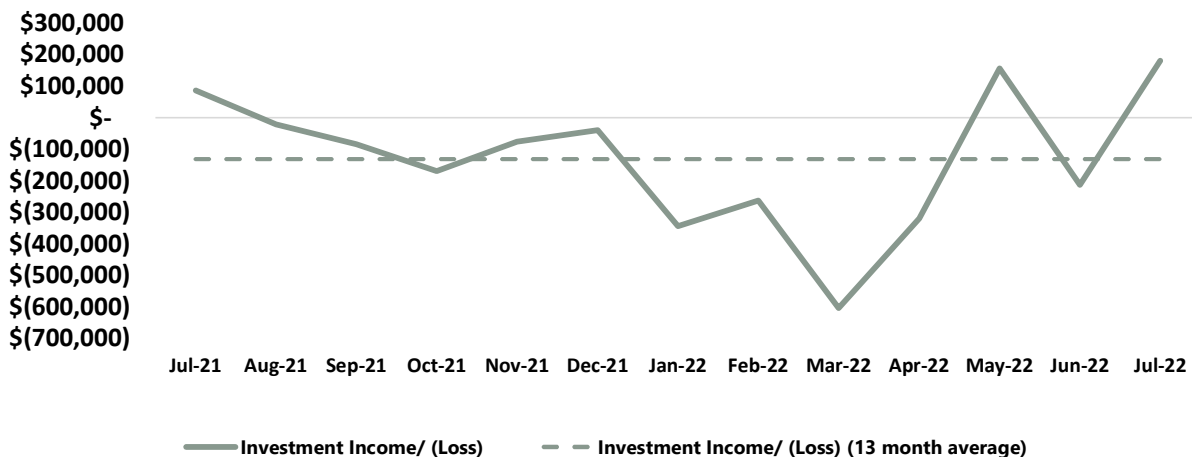
Cash Balances Beginning and End of Period July 2021 - July 2022



Total Vaccine Collections and Vaccine Remittances to State of WA July 2021 - July 2022



Investment Income / (Loss) July 2021 - July 2022



Washington Vaccine Association
Statement of Cash Flows
For the Periods Ended

	AB	AC	AD	AE	AF	AG	AH	AI	AJ	AK	AL	AL	AL	Q
	Month 7/31/2021	Month 8/31/2021	Month 9/30/2021	Month 10/31/2021	Month 11/30/2021	Month 12/31/2021	Month 1/31/2022	Month 2/28/2022	Month 3/31/2022	Month 4/30/2022	Month 5/31/2022	Month 6/30/2022	Month 7/31/2022	13 Month Average
1 Cash balance - beginning	\$ 58,565,915	\$ 56,022,516	\$ 54,810,483	\$ 53,200,885	\$ 53,859,684	\$ 55,489,027	\$ 57,892,443	\$ 56,794,955	\$ 56,901,662	\$ 57,228,006	\$ 56,731,278	\$ 55,963,525	\$ 54,966,739	56,032,855.31
Inflows:														
2 Vaccine collections	5,786,296	6,438,402	8,574,576	7,041,909	6,526,672	7,292,657	4,758,484	5,567,703	7,165,492	5,855,575	5,295,645	6,203,839	5,293,104	6,292,334.84
3 Interest income - payers	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4 Investment income/ (loss)	85,637	(21,373)	(83,457)	(168,946)	(75,953)	(39,134)	(343,834)	(263,415)	(603,741)	(319,989)	156,297	(213,108)	181,120	(131,530.46)
5 Total inflows	5,871,933	6,417,029	8,491,119	6,872,963	6,450,719	7,253,523	4,414,650	5,304,288	6,561,751	5,535,586	5,451,942	5,990,731	5,474,224	\$ 6,160,804
Outflows:														
Program														
6 Vaccine remittance State of WA	(8,298,943)	(7,465,552)	(9,970,890)	(6,094,402)	(4,713,678)	(4,724,632)	(5,409,431)	(5,037,313)	(6,117,841)	(5,891,576)	(6,102,649)	(6,839,636)	(9,100,501)	(6,597,464.93)
Administration														
7 Direct Processing Costs	(77,528)	(74,392)	(78,554)	(79,069)	(76,414)	(78,183)	(76,802)	(71,898)	(71,381)	(74,821)	(74,116)	(79,377)	(84,627)	(76,704.72)
8 Executive Director Costs and Support Fees	(20,793)	(20,085)	(19,093)	(18,113)	(19,564)	(20,100)	-	(70,227)	(23,646)	(20,142)	(22,606)	(22,335)	(21,938)	(22,972.48)
9 Provider and Payer Education and Outreach	-	-	-	-	-	-	-	-	-	-	-	-	-	-
10 Administrative Costs	(12,817)	(63,782)	(26,931)	(17,330)	(6,470)	(21,942)	(20,656)	(12,893)	(10,489)	(32,125)	(11,475)	(15,318)	(4,575)	(19,754.03)
11 Other Discretionary Expenditures	(5,250)	(5,250)	(5,250)	(5,250)	(5,250)	(5,250)	(5,250)	(5,250)	(12,050)	(13,650)	(8,850)	(30,850)	(3,600)	(8,538.46)
12 Total Administration	(116,388)	(163,509)	(129,827)	(119,762)	(107,697)	(125,475)	(102,708)	(160,268)	(117,566)	(140,738)	(117,047)	(147,880)	(114,740)	(127,970)
13 Net all other outflows	-	-	-	-	-	-	-	-	-	-	-	-	-	-
14 Total outflows	(8,415,332)	(7,629,062)	(10,100,718)	(6,214,164)	(4,821,375)	(4,850,107)	(5,512,139)	(5,197,581)	(6,235,407)	(6,032,314)	(6,219,696)	(6,987,516)	(9,215,241)	(6,725,434.62)
15 Net Cash Incr (decr) for period	(2,543,399)	(1,212,033)	(1,609,599)	658,799	1,629,344	2,403,416	(1,097,489)	106,707	326,344	(496,728)	(767,754)	(996,785)	(3,741,017)	(564,630)
16 Cash balance - end of period	\$ 56,022,516	\$ 54,810,483	\$ 53,200,885	\$ 53,859,684	\$ 55,489,027	\$ 57,892,443	\$ 56,794,955	\$ 56,901,662	\$ 57,228,006	\$ 56,731,278	\$ 55,963,525	\$ 54,966,739	\$ 51,225,722	\$ 55,468,225

Note: Cash balance includes amounts in KeyBank and Morgan Stanley

Washington Vaccine Association
Statement of Financial Position
As of July 31, 2022

ASSETS

1	Current Assets		
2	Cash and Cash Equivalents	\$	7,189,265
3	Accounts Receivable		-
4	Investments		44,036,457
5	Members Estimated Collectible Assessments		4,412,093
6	Prepaid Vaccine		9,034,317
7	Prepaid Administrative Services		-
8	Total Current Assets		<u>64,672,132</u>
9	Total Assets	\$	<u><u>64,672,132</u></u>

LIABILITIES AND NET ASSETS

10	Current Liabilities		
11	Accounts Payable	\$	88,723
12	Other Accruals		88,494
13	Total Current Liabilities		<u>177,217</u>
14	Assessments Collected in Excess of Vaccine Funding and Administrative Activities		<u>64,494,915</u>
15	Total Liabilities		<u>64,672,132</u>
16	Total Liabilities and Net Assets	\$	<u><u>64,672,132</u></u>

Washington Vaccine Association
Statement of Activities and Changes in Net Assets

	A	B	C	D	E	F
	Month Ended July 31, 2022			Month Ended July 31, 2021		
	Administrative	Vaccine	Total	Administrative	Vaccine	Total
	Revenues / Vaccine Expenses					
1 Assessment Activity:						
2 Assessments	\$ (555,167)	\$ 5,865,918	\$ 5,310,751	\$ (1,297,543)	\$ 7,227,392	\$ 5,929,850
3 Recoveries	-	-	-	-	-	-
4 Estimated Over (Under) Collections	-	-	-	-	-	-
5 Refunds	(19,458)	-	(19,458)	(37,929)	-	(37,929)
6 Estimated 2% Waste	(32,875)	-	(32,875)	(119,168)	-	(119,168)
7 Estimated Price Variance and 3% Denial	(10,410)	-	(10,410)	(18,877)	-	(18,877)
8 DOH Replenishment	-	(6,511,875)	(6,511,875)	-	(5,895,905)	(5,895,905)
9 Adjustment to Correct Inventory	-	-	-	-	-	-
10 DOH Cost Recovery Admin Charge	(66,184)	-	(66,184)	(73,231)	-	(73,231)
11 Interest Income on Assessments	-	-	-	-	-	-
12 Net Assessment Activity	(684,094)	(645,957)	(1,330,051)	(1,546,748)	1,331,487	(215,261)
13 Investment Activity:						
14 Interest and Dividend Income - Morgan Stanley	40,266	-	40,266	66,193	-	66,193
15 Realized Gain/(Loss) on Investments - Morgan Stanley	-	-	-	(5,079)	-	(5,079)
16 Unrealized Gain/(Loss) on Investments - Morgan Stanley	141,829	-	141,829	36,504	-	36,504
17 Investment Management Expenses	(10,832)	-	(10,832)	(12,093)	-	(12,093)
18 Interest Income - KeyBank	9,858	-	9,858	112	-	112
19 Net Investment Activity	181,120	-	181,120	85,637	-	85,637
20 Net Revenues	(502,974)	(645,957)	(1,148,931)	(1,461,112)	1,331,487	(129,624)

Washington Vaccine Association
Statement of Activities and Changes in Net Assets

	A	B	C	D	E	F
	Month Ended July 31, 2022			Month Ended July 31, 2021		
	Administrative	Vaccine Other Expenses	Total	Administrative	Vaccine	Total
21 Administrative Expenses:						
22 Direct Processing Costs						
23 Administrator (Helms & Company, Inc.)	65,432	-	65,432	69,182	-	69,182
24 EDI /ACH Clearinghouse Maintenance (Helms & Company, Inc.)	3,750	-	3,750	6,465	-	6,465
25 Clearinghouse Intake Processing (Availity, Zelis, Etc.)	3,746	-	3,746	2,561	-	2,561
26 Lockbox and Bank Fees	3,627	-	3,627	3,617	-	3,617
27 Recovery and Compliance (Helms & Company, Inc.)	5,250	-	5,250	5,250	-	5,250
28 Lockbox Intake (OrboGraph)	4,327	-	4,327	-	-	-
Total Direct Processing Costs	86,132	-	86,132	87,075	-	87,075
28						
29 Executive Director Costs and Related Support Fees						
30 Executive Director Salary	18,210	-	18,210	17,510	-	17,510
31 Payroll Taxes	1,070	-	1,070	1,494	-	1,494
32 Leased Employee per Check Fee	195	-	195	195	-	195
33 Executive Director Travel and Lodging, Education, and Other	2,127	-	2,127	-	-	-
34 Technology Support (Desktop and Telephony)	335	-	335	335	-	335
35 Total Executive Director Costs and Related Support Fees	21,938	-	21,938	19,534	-	19,534
36 Provider and Payer Education and Outreach						
37 Provider Education Materials, Development and Printing	-	-	-	-	-	-
38 Postage	-	-	-	-	-	-
39 Website and Information Technology	-	-	-	-	-	-
40 Technical Consultants	-	-	-	-	-	-
41 Provider Office Training Sessions	-	-	-	715	-	715
42 Advertising and Sponsorships	-	-	-	-	-	-
43 Hospitality	-	-	-	300	-	300
44 Provider Services Rep	-	-	-	-	-	-
45 Leased Employee per Check Fee	-	-	-	-	-	-
46 Total Provider and Payer Education and Outreach	-	-	-	1,015	-	1,015
47 Administrative Costs						
48 Legal Counsel	-	-	-	2,685	-	2,685
49 Audit Fees	-	-	-	-	-	-
50 Government Relations, Including Travel, Meals, and Consultants	-	-	-	-	-	-
51 Registered Agent Fee	-	-	-	-	-	-
52 Bank Fees	-	-	-	-	-	-
53 Office Supplies and Equipment	4,575	-	4,575	368	-	368
54 Rent, ELM and Storage Facility	-	-	-	-	-	-
55 Other Admin Support Provided by Lessor	-	-	-	-	-	-
56 Board Retreat and Meetings	-	-	-	-	-	-
57 Insurance	-	-	-	-	-	-
58 Cyber Liability	-	-	-	-	-	-

Washington Vaccine Association
Statement of Activities and Changes in Net Assets

	A	B	C	D	E	F
	Month Ended July 31, 2022			Month Ended July 31, 2021		
	Administrative	Vaccine	Total	Administrative	Vaccine	Total
58 Directors and Officers	-	-	-	-	-	-
59 General Liability	-	-	-	-	-	-
60 Insurance - Other	-	-	-	-	-	-
61 Legal - Special Projects and L	-	-	-	-	-	-
62 Total Administrative Costs	4,575	-	4,575	3,053	-	3,053
63						
64 Other Discretionary Expenditures						
65 Executive Director and Other Contractor Bonus	-	-	-	-	-	-
66 Human Resources and Governance	3,600	-	3,600	-	-	-
67 Total Other Discretionary Expenditures	3,600	-	3,600	-	-	-
68						
69 Total Administrative Expenses	116,246	-	116,246	110,677	-	110,677
70						
71 Total Change in Unrestricted Net Assets	\$ (619,220)	\$ (645,957)	\$ (1,265,177)	\$ (1,571,789)	\$ 1,331,487	\$ (240,302)

Washington Vaccine Association
Statement of Activities and Changes in Net Assets

		Month Ended July 31, 2022			For One Month Ended July 31, 2022		
		A	B	C	D	E	F
		Administrative	Vaccine	Total	Administrative	Vaccine	Total
		Revenues / Vaccine Expenses					
1	Assessment Activity:						
2	Assessments	\$ (555,167)	\$ 5,865,918	\$ 5,310,751	\$ (555,167)	\$ 5,865,918	\$ 5,310,751
3	Recoveries	-	-	-	-	-	-
4	Estimated Over (Under) Collections	-	-	-	-	-	-
5	Refunds	(19,458)	-	(19,458)	(19,458)	-	(19,458)
6	Estimated 2% Waste	(32,875)	-	(32,875)	(32,875)	-	(32,875)
7	Estimated Price Variance and 3% Denial	(10,410)	-	(10,410)	(10,410)	-	(10,410)
8	DOH Replenishment	-	(6,511,875)	(6,511,875)	-	(6,511,875)	(6,511,875)
9	Adjustment to Correct Inventory	-	-	-	-	-	-
10	DOH Cost Recovery Admin Charge	(66,184)	-	(66,184)	(66,184)	-	(66,184)
11	Interest Income on Assessments	-	-	-	-	-	-
12	Net Assessment Activity	(684,094)	(645,957)	(1,330,051)	(684,094)	(645,957)	(1,330,051)
13	Investment Activity:						
14	Interest and Dividend Income - Morgan Stanley	40,266	-	40,266	40,266	-	40,266
15	Realized Gain/(Loss) on Investments - Morgan Stanley	-	-	-	-	-	-
16	Unrealized Gain/(Loss) on Investments - Morgan Stanley	141,829	-	141,829	141,829	-	141,829
17	Investment Management Expenses	(10,832)	-	(10,832)	(10,832)	-	(10,832)
18	Interest Income - KeyBank	9,858	-	9,858	9,858	-	9,858
19	Net Investment Activity	181,120	-	181,120	181,120	-	181,120
20	Net Revenues	(502,974)	(645,957)	(1,148,931)	(502,974)	(645,957)	(1,148,931)

Washington Vaccine Association
Statement of Activities and Changes in Net Assets

	A	B	C	D	E	F
	Month Ended July 31, 2022			For One Month Ended July 31, 2022		
	Administrative	Vaccine	Total	Administrative	Vaccine	Total
	Other Expenses					
21 Administrative Expenses:						
22 Direct Processing Costs						
23 Administrator (Helms & Company, Inc.)	65,432	-	65,432	65,432	-	65,432
24 EDI /ACH Clearinghouse Maintenance (Helms & Company, Inc.)	3,750	-	3,750	3,750	-	3,750
25 Clearinghouse Intake Processing (Avality, Zelis, Etc.)	3,746	-	3,746	3,746	-	3,746
26 Lockbox and Bank Fees	3,627	-	3,627	3,627	-	3,627
28 Recovery and Compliance (Helms & Company, Inc.)	5,250	-	5,250	5,250	-	5,250
29 Lockbox Intake (OrboGraph)	4,327	-	4,327	4,327	-	4,327
30 Total Direct Processing Costs	86,132	-	86,132	86,132	-	86,132
31 Executive Director Costs and Related Support Fees						
32 Executive Director Salary	18,210	-	18,210	18,210	-	18,210
33 Payroll Taxes	1,070	-	1,070	1,070	-	1,070
34 Leased Employee per Check Fee	195	-	195	195	-	195
35 Executive Director Travel and Lodging, Education, and Other	2,127	-	2,127	2,127	-	2,127
36 Technology Support (Desktop and Telephony)	335	-	335	335	-	335
38 Total Executive Director Costs and Related Support Fees	21,938	-	21,938	21,938	-	21,938
39 Provider and Payer Education and Outreach						
40 Provider Education Materials, Development and Printing	-	-	-	-	-	-
41 Postage	-	-	-	-	-	-
42 Website and Information Technology	-	-	-	-	-	-
43 Technical Consultants	-	-	-	-	-	-
44 Provider Office Training Sessions	-	-	-	-	-	-
45 Advertising and Sponsorships	-	-	-	-	-	-
46 Hospitality	-	-	-	-	-	-
48 Provider Services Rep	-	-	-	-	-	-
49 Leased Employee per Check Fee	-	-	-	-	-	-
50 Total Provider and Payer Education and Outreach	-	-	-	-	-	-
52 Administrative Costs						
53 Legal Counsel	-	-	-	-	-	-
54 Audit Fees	-	-	-	-	-	-
55 Government Relations, Including Travel, Meals, and Consultants	-	-	-	-	-	-
56 Registered Agent Fee	-	-	-	-	-	-
57 Bank Fees	-	-	-	-	-	-
58 Office Supplies and Equipment	4,575	-	4,575	4,575	-	4,575
59 Rent, ELM and Storage Facility	-	-	-	-	-	-
60 Other Admin Support Provided by Lessor	-	-	-	-	-	-
61 Board Retreat and Meetings	-	-	-	-	-	-
62 Insurance						
63 Cyber Liability	-	-	-	-	-	-
64 Directors and Officers	-	-	-	-	-	-
65 General Liability	-	-	-	-	-	-
66 Insurance - Other	-	-	-	-	-	-

Washington Vaccine Association
Statement of Activities and Changes in Net Assets

		A	B	C	D	E	F
		Month Ended July 31, 2022			For One Month Ended July 31, 2022		
		Administrative	Vaccine	Total	Administrative	Vaccine	Total
68	Legal - Special Projects and L	-	-	-	-	-	-
70	Total Administrative Costs	4,575	-	4,575	4,575	-	4,575
71	Other Discretionary Expenditures						
72	Executive Director and Other Contractor Bonus	-	-	-	-	-	-
77	Human Resources and Governance	3,600	-	3,600	3,600	-	3,600
86	Total Other Discretionary Expenditures	3,600	-	3,600	3,600	-	3,600
91	Total Administrative Expenses	116,246	-	116,246	116,246	-	116,246
92	Total Change in Unrestricted Net Assets	\$ (619,220)	\$ (645,957)	\$ (1,265,177)	\$ (619,220)	\$ (645,957)	\$ (1,265,177)

**Washington Vaccine Association
Administrative Budget Status
For Month of July 31, 2022**

	A Approved Budget	B Actual July 31, 2022	C Budget Variance
1 Direct Processing Costs			
2 Administrator (Helms & Company, Inc.)	65,432	65,432	-
3 EDI /ACH Clearinghouse Maintenance (Helms & Company, Inc.)	3,750	3,750	-
4 Clearinghouse Intake Processing (Avality, Zelis, Etc.)	3,000	3,746	(746)
5 Lockbox and Bank Fees	4,000	3,627	373
6 Recovery and Compliance (Helms & Company, Inc.)	5,250	5,250	-
7 Lockbox Intake (OrboGraph)	6,920	4,327	2,593
8 Total Direct Processing Costs	88,352	86,132	2,220
9 Executive Director Costs and Related Support Fees			
10 Executive Director Salary	18,210	18,210	(0)
11 Payroll Taxes	1,393	1,070	323
12 Leased Employee per Check Fee	195	195	-
13 Executive Director Travel and Lodging, Education, and Other	5,417	2,127	3,290
14 Technology Support (Desktop and Telephony)	335	335	-
15 Total Executive Director Costs and Related Support Fees	25,550	21,938	3,612
16 Provider and Payer Education and Outreach			
17 Provider Education Materials, Development and Printing	6,250	-	6,250
18 Postage	1,250	-	1,250
19 Website and Information Technology	1,250	-	1,250
20 Technical Consultants	500	-	500
21 Provider Office Training Sessions	1,000	-	1,000
22 Advertising and Sponsorships	167	-	167
23 Hospitality	300	-	300
24 Provider Services Rep	-	-	-
25 Leased Employee per Check Fee	-	-	-
26 Total Provider and Payer Education and Outreach	10,717	-	10,717
27 Administrative Costs			
28 Legal - General Counsel and Governance	3,333	-	3,333
29 Audit Fees	-	-	-
30 Government Relations Consultants	417	-	417
31 Registered Agent Fee	150	-	150
32 Investment Management Fees	12,000	10,832	1,168
33 Office Supplies and Equipment	3,950	4,575	(625)
34 Rent	150	-	150
35 Other Admin Support Provided by Lessor	42	-	42
36 Board Retreat and Meetings	1,000	-	1,000
37 Insurance	-	-	-
38 Cyber Liability	-	-	-
39 Directors and Officers	-	-	-
40 General Liability	-	-	-
41 Legal - Special Projects and Litigation	7,500	-	7,500
42 Total Administrative Costs	28,542	15,408	13,134
43 Other Discretionary Expenditures			
44 Executive Director Bonus Pool	-	-	-
45 Human Resources and Governance	4,350	3,600	750
46 Total Other Discretionary Expenditures	4,350	3,600	750
47 Total Budget	\$ 157,511	\$ 127,078	\$ 30,433

Washington Vaccine Association

Notes to Financial Statements

For the Month Ended July 31, 2022

Balance Sheet

Lines 2 and 4. Cash decreased in July by approximately \$3,741,000. Total cash and investments at month end are approximately \$51 million as compared to the budgeted cash position of \$51 million. The time-lag between the date of service and the receipt of payment has been considered when projecting cash reserves for FY2023.

Line 6. The Prepaid Vaccine amount includes the amount requested by the Washington Department of Health (DOH) for the August 2022 replenishment of vaccines. The amount includes the administrative fee of 1.4% which equaled \$124,734 included in the request.

Line 5. Members Estimated Collectible Assessments reflects the value of vaccine funding provided to the DOH for the purchase of vaccines for which the Association expects to receive an assessment payment.

Profit and Loss

Line 2. The amount reported as Assessments includes all assessments received in the month of July. The assessments are tracked in the accounting system using the procedure code and date of service supplied by the provider's remittance advice. While it is assumed that the provider utilized a vaccine that was purchased by the Department of Health in either the corresponding month or a prior month(s), there are too many variables in the purchasing process, the supply chain, and the utilization driving the remittance to provide certainty.

Line 6. The amount reported as 2% Waste is an estimate that was recorded through a journal entry. This estimate will be refined as we continue to process and track the amount of collectible assessments remaining from each DOH funding request. The amount remaining would likely represent vaccines that were not administered and would be considered waste. This will take several months of data before we are able to provide a more accurate estimate and therefore the 2% Waste estimate will continue to be used for the foreseeable future.

Line 7. The amount reported in July as Price Variance and Denials is the actual total of variances and denials identified through the lockbox transactions processed through OrboGraph.

Line 8. The DOH replenishment is the actual "cost" of the vaccines that are associated with the Assessments received in July.

Line 10. The amount reported as DOH Cost Recovery Admin Charge is the amount requested by the DOH for administrative expenses incurred in June. It was paid with the August 2022 replenishment of vaccines.

Other

Based upon a review of detailed assessment remittance data, the Association at times receives both over- and under-payments for remittances. Overpayments are repaid through the refunds process, through balance forward remittances, or through a separate, specific analysis. Utilizing the assessment remittance database, the Association has been able to identify several instances whereby a payer has been incorrectly denying or underpaying assessments for a variety of reasons. The Association's compliance efforts work with payers to resolve these discrepancies and may or may not result in additional assessment revenue or refunds attributable to the current fiscal year.