

1  
2  
3  
4  
5  
6  
7  
8

**Washington Vaccine Association  
Executive Committee Meeting**  
August 18, 2022, 2:30-3:30 p.m. (PT)

9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19

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

20	Julia G. Zell, MA., Esq., Executive Director
21	
22	<u>Helms &amp; Company, Inc.</u>
23	Patrick Miller, MPH, WVA Administrative
24	Director
25	Ashley Ithal, MPH, Senior Consultant
26	
27	<u>Others:</u>
28	Anne Redman, Esq., Perkins Coie, Outside
29	Counsel

30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50  
51  
52  
53  
54  
55  
56  
57  
58  
59  
60  
61  
62  
63  
64  
65  
66

WVA:

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

Actions Taken (votes adopted)

- i. To approve the minutes of the June 9, 2022 Executive Committee meeting.

**III. Minutes**

Welcome & Introduction

Ms. Zell called the meeting to order at 2:34 p.m. Ms. Zell took attendance and provided a notice of recording.

Calendar Consent Items

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

**VOTED: To approve the minutes of the June 9, 2022, Executive Committee meeting.**

Audit Progress Update

Mr. Allen Gilbert from Clifton, Larsen and Allen (CLA) has taken over the audit from a prior CLA employee who has resigned. Mr. Miller has confirmed that the auditor has been provided the information and the draft financial statements are expected to be delivered by the end of next week pending any other requests from the auditor.

Off-Cycle Vaccine Additions

Ms. Zell reported that per the Department of Health (DOH), Priorix and Vaxneuvance are both expected to be available on the CDC contract in September 2022. They are expected to be added to the DOH providers' order set as options in October 2022. The brand choice window is open in April and October of each year. Ms. Zell stated that the WVA will implement an off-cycle communications plan with our payers and providers this fall as these additional vaccines are added to the FY 2022-23 Assessment Grid. Mr. Miller reviewed the proposed communications process that encompasses vaccine approval through the WVA grid changes. He stated that these off-cycle vaccine additions will be a good test for when COVID vaccines are added to the Grid.

Dr. Harvey provided an update from a recent joint meeting of the American Associated Pharmacies (AAP) and the DOH whereby recommendations were made to allow children ages 4 and up to be able to receive vaccines at retail pharmacies. There was discussion regarding the impact to the WVA from a communications and actuarial perspective. Mr. Miller stated that it might also lead to higher payer costs in the retail model.

67 COVID Planning  
68 Ms. Zell provided an overview of options for COVID vaccine planning. Options include the WVA floating all  
69 COVID vaccine costs for a certain time, setting a ceiling on the DBA amount based off of federal government  
70 existing purchasing, or setting a uniform blended price across all COVID vaccines. The Committee engaged in  
71 discussion about these options and agreed that implementing a blended price and assessing payers at during the  
72 next WVA assessment period cycle would be simplest approach.  
73

74 Financials  
75 Mr. Miller provided an overview of the WVA financial position as of July 31, 2022. The WVA began to burn  
76 down cash as forecasted. In July we saw the outflow of funds to the DOH at a higher level than receipts.  
77 Additionally, the July administrative budget-to-actuals show that the WVA's administrative expenses are  
78 running below budget.  
79

80 Mr. Miller reported that the DOH is expected to provide updated fund source split projections in September  
81 2022. Depending on the DOH's analysis, the WVA will either see in an increase or a decrease in the proportion  
82 of funds that the DOH asks for monthly. It is expected that the WVA will be provided with a set of projections  
83 prior to the normal receipt in November.  
84

85  
86 The public meeting was adjourned at 3:01 p.m., and the Committee transitioned to Executive Session.  
87

88 **IV. Executive Session.** Confidential.

89  
90 **V. Closing.** The meeting concluded at 3:30 p.m.  
91