

**Washington Vaccine Association
Executive Committee Meeting
August 17, 2023; 2:30-3:30 p.m. PT**

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

Directors:

John Dunn, MD, Kaiser Permanente, Chair
Beth Harvey, MD, South Sound Pediatrics, Vice
Chair
Ed Marcuse, MD, Emeritus Professor of Pediatrics,
Secretary
John Soback, MD, Regence, Treasurer

Helms & Company, Inc.:

Patrick Miller, MPH, WVA Administrative Director
Ashley Ithal, MPH, WVA Program Support

Others:

Eric Sonju, WA Attorney General Office
Michelle Roberts, Washington Department of Health
Jamilia Sherls-Jones, Washington Department of
Health
Meghan Cichy, Washington Department of Health
Kiran Griffith, Esq., Stoel, Outside Counsel
Anne Redman, Esq., Perkins Coie, Outside Counsel

WVA:

Julia Walter Zell, MA., Esq., Executive Director

II. Summary of Actions Taken and/or Recommended

Actions Taken (votes adopted)

- i. To approve June 8, 2023 meeting minutes.

III. Minutes

Welcome & Introduction

Ms. Zell called the meeting to order at 2:33 p.m. and provided the 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 June 8, 2023 meeting minutes.

Current Financial Position

Mr. Miller provided a summary of the unaudited financials through June 30, 2023. Mr. Miller noted that the WVA is in the middle of the FY23 financial audit. Final financial figures for FY23 will be delivered to the WVA Finance Committee in September 2023 for approval. In terms of current cash position, Mr. Miller reported that the WVA continues to burn down cash as anticipated, and that there will be an impact from the COVID-19 commercialization this fall. The FY23 administrative budget ended with an excess of approximately \$235,000 due to unused provider education and mailings, website support, and unused provider services. Mr. Miller reported that July 2023 unaudited financials and the July ED AD report will be distributed next week.

FY2023 Audit

Ms. Zell provided an update on the ongoing audit being conducted by CliftonLarsonAllen, LLP. The FY2023 audit will be completed in September.

COVID-19 Update

Ms. Zell reported that the development of the communication plan is complete with drafts of communications ready for distribution as soon as final pricing and coding is known. Mr. Miller reported that Moderna information was delivered this week.

44 Assessment Grid Adherence
45 Mr. Miller reported that the WVA team has conducted several analyses to review DBAs with service dates from
46 July 2023 forward to account for the effective date of the WVA Vaccine Assessment Grid changes. The WVA
47 team has communicated with its largest payers to address any questions or issues. Overall, Mr. Miller reported
48 that most issues have been resolved and that the grid adherence process for July 2023 has gone well.
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50 **IV. Executive Session**

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52 On file with counsel.

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54 **V. Closing**

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56 The meeting concluded at 3:42 p.m.