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Meeting Minutes
Finance Committee Meeting
March 7, 2024; 11:00 a.m.-12:00 p.m. (PT)

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

20	<u>Directors</u>	20	<u>Helms & Company, Inc.</u>
21	John Sobeck, MD, Regence and Asuris,	21	Patrick Miller, MPH, WVA Administrative
22	Chairperson	22	Director
23	Helen Chea, MD, Molina	23	Ashley Ithal, MPH, WVA Program Support
24		24	Leslie Walker, CPA, Mason+Rich
25	<u>WVA</u>	25	
26	Julia Walter Zell, MA., Esq., Executive Director	26	<u>Others</u>
27	Cheri Cagle, WVA Stakeholder Liaison	27	Lisa Templeton, Informed Choice WA
28		28	Bob Runnells, Informed Choice WA
29		29	Natalie Chavez, Public Attendee

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II. Summary of Actions Taken

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Actions Taken

- 34 i. To approve the minutes of the September 21, 2023 Finance Committee meeting.
- 35 ii. To approve FY2024 audit engagement statement of work.
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III. Minutes

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Welcome and Introductions

40 Dr. Sobeck called the meeting to order at 11:03 a.m. Ms. Zell announced that the meeting was being recorded for the benefit of the minute taker, to be deleted once the minutes are approved.

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Calendar Consent Items

44 Dr. Sobeck directed the Committee's attention to the draft minutes. There being no questions or comments, Dr. Sobeck asked for a motion to approve the minutes. Upon motion duly made and seconded, it was unanimously

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47 **VOTED: To approve the minutes of the September 21, 2023 Finance Committee minutes.**

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IV. Financial Update

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Unaudited Financial Statements

52 Mr. Miller reviewed the financial statements through January 2024. Mr. Miller reported that the WVA has been reducing cash, as planned, and that administrative expenses were slightly ahead of budget, which is consistent with the financial statements of the last five months.

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RSV Impact

57 Mr. Miller provided an overview of nirsevimab purchase and shipment data supplied by the WA Department of Health and discussed projections for the next fiscal year.

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FY2025 Vaccine Grid Model Discussion and Reserves

61 Mr. Miller provided an overview of the projected FY25 Vaccine Assessment Grid model and an overview of the model assumptions and projections. A discussion about the model and FY25 budget assumptions took place. Mr. Miller stated that a revised version with the April 1 CDC price list and WA DOH projections will be presented to the committee in April.

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67 **V. Audit**

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69 Audit Services

70 Ms. Zell provided an overview of the statement of work provided by CliftonLarsonAllen. The WVA has engaged with
71 CLA in previous years. Mr. Miller highlighted that a new IT auditing standard is included in the audit requirements
72 for this year. Discussion took place. There being no questions or comments, Ms. Zell asked for a motion to approve
73 FY24 audit engagement statement of work. Upon motion duly made and seconded, it was

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75 **VOTED: To approve FY2024 audit engagement statement of work.**

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77 **VI. Closing**

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79 With no further business before the Committee, Dr. Sobeck concluded the meeting at 11:49 a.m.