

**Washington Vaccine Association
Executive Committee Meeting
March 21, 2024; 2:30 – 3:30 p.m. PT**

- I. Attendance.** This meeting was conducted in-person and 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 (virtual)
Ed Marcuse, MD, Emeritus Professor of Pediatrics, UW, Secretary (virtual)

Helms & Company, Inc.:

Patrick Miller, MPH, WVA Administrative Director (virtual)
Ashley Ithal, MPH, WVA Project Support (virtual)

WVA:

Julia Walter Zell, MA., Esq., Executive Director
Cheri Cagle, WVA Stakeholder Liaison (virtual)

Others:

Anne Redman, Esq., Perkins Coie, Outside Counsel
Bob Runnells, Informed Choice Washington (virtual)
Lisa Templeton, Informed Choice Washington (virtual)

II. Summary of Actions Taken and/or Recommended

Actions Taken (votes adopted)

- i. To approve the February 15, 2024 meeting minutes.

III. Minutes

Welcome & Introduction

Ms. Zell called the meeting to order at 2:30 p.m. and provided the notice of recording. Public members Bob Runnells and Lisa Templeton representing Informed Choice Washington introduced themselves.

Action Items

Dr. Dunn asked for a motion to approve the previous meeting's minutes. Upon motion duly made and seconded, it was unanimously

VOTED: To approve the February 15, 2024 meeting minutes.

Financial Updates

Mr. Miller provided a summary of unaudited financials through February 29, 2024. The current cash position, including investments and cash equivalents, is approximately \$23.5M as reported on the balance sheet. In review of the administrative budget, Mr. Miller noted that the WVA was ahead of budget and that financials are similar to those presented in the previous six months. Mr. Miller provided a timeline summary for updating the 2024-2025 budget and Assessment Grid. The final projection packet from the DOH will be provided to the WVA in early April which will allow for the WVA to finalize both the budget and Assessment Grid for Finance Committee, Board, and Operations Committee review and approval. Ms. Zell noted that a communication to payers and providers will be posted regarding the anticipated Grid increases expected in 2024-2025.

ED/AD Updates

Ms. Zell provided an update on outreach efforts to non-traditional providers and pharmacies enrolled in the WA Department of Health's Childhood Vaccine Program but not currently compliant with the WVA Dosage-Based Assessment process. The expectation is billing system workflows and systems are to be compliant by July 1, 2024. Additionally, payers will need to update their adjudication systems to support these changes. Updates on progress will be provided at the next Board meeting.

IV. Executive Session – Confidential

V. Closing

The meeting concluded at 3:50 p.m.