

**Washington Vaccine Association  
Operations Committee Meeting  
April 25, 2024; 12:30-1:30 p.m. PT**

**I. Attendance.** Participating in all or part of the meeting by telephone were the following individuals:

Members

Diana Baxter, Cambia  
Tracy Cardillo, Cigna  
Cathy Falanga, Aetna  
Valerie Oliver, Premera  
Kara Manley, United

Helms & Company, Inc.

Patrick Miller, MPH, Administrative Director  
Ashley Ithal, MPH, Project Support Leader  
Lisa White, JD, Customer and Financial Support  
Specialist  
Leslie Walker, CPA, Mason+Rich, PA

WVA

Julia Walter Zell, Esq., Executive Director, Chair  
Cheri Cagle, Stakeholder Liaison

Public Members

Erika Cliett, United  
Tiffany Conley, Regence  
Cheryl Rairigh, Regence  
Jackie Vincent, TRICARE PacMed

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

Actions Taken (votes adopted)

- i. To approve October 26, 2023 meeting minutes.
- ii. Vote to finalize the 2024-25 Assessment Grid.

**III. Minutes**

Welcome and Introductions

Ms. Zell called the meeting to order at 12:32 p.m., and provided a notice of recording for the purposes of the meeting minutes. She stated the recording will be deleted once the meeting minutes are approved

Consent Calendar

Ms. Zell asked for a motion to approve the minutes. Upon motion duly made and seconded, it was unanimously

**VOTED: To approve October 26, 2023 meeting minutes.**

**IV. Assessment Grid 2024-2025**

Mr. Miller summarized the FY24-25 Vaccine Assessment Grid (“Grid”) model process, the FY24-25 administrative budget, and the FY24-25 Grid model assumptions and projections. He stated that the last step in the process is the Operations Committee’s review and adoption of the Grid. Mr. Miller highlighted the current efforts to onboard providers not currently submitting dosage-based assessments (DBA), and the FY25 vaccine additions, changes, and retired vaccines / biologics. Mr. Miller reviewed the cash model projections for the next three years with the recommendation to increase the Grid in FY24-25 and hold it steady for the following two years. Ms. Zell added information about reserve projections being based on current efforts. Mr. Miller reviewed the Grid with the Committee, detailing the various changes made to the Grid since last week. Discussion ensued and concluded with consensus of the presented FY24-25 administrative budget and Grid model assumptions.

Ms. Zell asked for a motion to approve the FY2024-25 Grid. Upon motion duly made and seconded, it was unanimously

**VOTED: To finalize the FY2024-25 Assessment Grid.**

**V. Operational Updates**

67  
68 Non-Traditional Provider Outreach and Engagement  
69 Ms. Zell, Ms. Ithal, and Ms. Cagle detailed the current engagement efforts of non-traditional provider outreach efforts  
70 inclusive of Direct Care Practices (DCPs), School Based Health Clinics (SBHCs), Pharmacies and Mobile Clinics to  
71 understand current adoption rates of the WVA DBA process. Ms. Zell noted that Local Health Jurisdictions (LHJs)  
72 are exempted from following the DBA process. Ms. Ithal noted that the Washington Department of Health (DOH) has  
73 partnered with the WVA in outreach efforts to non-traditional organizations that the WVA have not yet heard from.  
74 Ms. Ithal noted that both providers and payers will be required to update their systems to support DBA submission  
75 and payment.

76  
77 Inpatient Hospital DBA Update  
78 Ms. Ithal detailed the status of outreach efforts to the hospital organizations to ensure their respective billing and  
79 adjudication systems can support the WVA DBA process no later than July 1, 2024. She noted that a test process and  
80 tracking resource has been created and will be shared with providers this week. Related, payers will be notified  
81 concurrently that test claims could be coming through from these providers. Mr. Miller also noted that as a result of  
82 the fall 2023 Inpatient Hospital Workgroup sessions that an Inpatient Hospital Assessment Billing Guidance document  
83 was produced and published. Additionally, both existing provider and payer billing guidance documents were updated.  
84 All three documents are available on the WVA's website.

85  
86 Vaccine Pipeline - Penbraya™  
87 Mr. Miller stated that Penbraya™ will be added to the Grid as of June 1, 2024. Communications were sent last week  
88 to payers and providers by email and simultaneously posted on the WVA website.

89  
90 **VI. Other Matters from Committee Members – None.**

91  
92 **VII. Closing**

93 Ms. Zell concluded the meeting at 1:24pm.