

**Washington Vaccine Association  
Board of Directors Meeting  
April 17, 2025; 1:00-4:00 p.m. (PT)**

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

Directors

John Dunn, MPH, MD, Kaiser Permanente, *Chair*

Beth Harvey, MD, South Sound Pediatrics,

*Vice Chair*

Ed Marcuse, MD, MPH, FPIDS, University

of Washington, *Secretary*

Steven Caplow, Esq., DWT LLP, Treasurer

Kara Manley, United Healthcare

Chad Murphy, PharmD, Premera

Hema Sivasubramanian, MD, Aetna

Michele Roberts, MPH, MCHES, Washington

Department of Health

WVA

Julia Zell, MA., Esq., Executive Director

Cheri Cagle, Stakeholder Liaison

Kerrie Walker, Deputy Manager

WVA Counsel

Kiran Griffith, Esq., Stoel Rives LLC

Helms & Company, Inc.

Patrick Miller, MPH, WVA, Administrative Director

Ashley Ithal, MPH, WVA, Project Director

Others

Jamilia Sherls, DND, MPH, Washington Department

of Health

Lisa Templeton, Informed Choice Washington

Bob Runnells, Informed Choice Washington

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

Actions Taken (votes adopted)

- i. To approve the minutes of the February 13, 2025, Board Meeting.
- ii. To authorize payment of up to \$84,829.21 in June 2025 to the WA DOH for the WVA portion of the annual Idaho assessment.

**III. Minutes**

Welcome and Introductions

Dr. Dunn called the meeting to order at 1:02 p.m. Ms. Zell provided a notice of recording for the purposes of the meeting minutes. She stated that the recording will be deleted once the meeting minutes are approved.

Consent Calendar

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

**VOTED: To approve the minutes of the February 13, 2025, Board Meeting.**

**IV. Financial Updates**

Mr. Miller reviewed the unaudited financial statements through March 31, 2025. He noted that cash totaled \$12.3M, and that the Assessment Grid increase in July 2024 has led to increased collections compared to this point last year. He noted that the administrative budget pages were updated to include integration of the supplemental RSV/hospital onboarding budget and the budget for the DOH MOU restructuring effort. Mr. Miller reported that WVA's FYTD administrative budget is approximately \$12,839 ahead of budget.

**V. DOH Updates**

Ms. Sherls provided an overview of the Idaho cross-border agreement and the required annual payment. In response to a question from Mr. Murphy, Mr. Miller noted that the invoiced amount was consistent with previous years, and the total dependents covered increased from 1,044 to 1,146 from the prior year. Dr. Dunn asked for a motion to authorize payment of the Idaho Assessment. Upon motion duly made and seconded, with an abstention from Ms. Roberts, it was unanimously

**VOTED: To authorize payment of up to \$84,829.21 in June 2025 to the WA DOH for the WVA portion of the annual Idaho assessment.**

Ms. Sherls continued with DOH updates including DOH's response to the current measles outbreak, the impact of federal and state funding shifts on the Immunization Program, the expected renewal of the annual CDC grant to the DOH, respiratory season statistics, and an update on the efforts regarding identifying vaccine loss.

#### **VI. Public Comments**

Dr. Dunn invited members of the public to speak if they had comments. Public comments were received from Mr. Runnells with Informed Choice Washington.

#### **VII. Executive Session - Confidential.**

#### **VIII. Closing**

With no further business before the Board, Dr. Dunn closed the meeting at 3:37 p.m.