

**BOARD OF DIRECTORS' MEETING
451 Diamond Drive, Ephrata WA**

10:00 a.m., January 20, 2015

MINUTES

The United Schools Insurance Program (USIP) Board of Directors' conducted an All Board Meeting via telephone conference, 451 Diamond Drive, Ephrata on January 20, 2015. Board Members participating: Brian Talbott, Nine Mile Falls School District; Connie Kliewer, Tekoa School District; Jim Forrest, Adna School District; Bill Wadlington, Creston School District; John Adkins, Wellpinit School District; Rob Friese, Willapa Valley School District; Henry Strom, Mount Adams School District; and Paul Turner, Tonasket School District. Participating from the Administration Office: Jenni Bates, Eric Homer, Dave Kosa, Ellen Kosa, Phil Riche, Jim Cherf, and Aaron Sheneman representing Canfield. Also attending was Kris Lawrence with Propel.

The meeting was called to order by Chair Talbott at 10:00 a.m.

ITEM 1

INTRODUCTION AND ROLL CALL

Introductions were conducted.

ITEM 2

ADDITIONS TO THE AGENDA

Additions were called for; there was one.
#9 – School Security

ITEM 3

APPROVAL OF MINUTES

Motion Adkins to approve the October 30, 2014, minutes as presented. Second by Kliewer, motion carried.

ITEM 4

FINANCIAL REPORT

E. Kosa went over the Income Statement and Balance sheet for August 31, 2014 (year-end). Along with a Solvency test, per WAC, showing the primary and secondary assets in which USIP meets all standards. SAO is here starting their financial audit soon.

Motion Adkins to approve the bank statements and transfers, to date. Second by Strom, motion carried. E. Kosa spoke of a new recommended policy to review in March along with a new policy on banking institutions' to review in March.

ITEM 5

RESERVE ACCOUNT REPORT AND VOUCHER APPROVAL

Kosa gave an overview of the items listed on the Voucher Summary. The vouchers have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a listing, which has been made available to the Board. As of this date, January 20, 2015, the Board

approves for payment those vouchers included and further described as follows: Fiscal committee approved November Voucher #14/15-03 in the amount of \$619,463.10, and December Voucher #14/15-04 in the amount of \$827,899.47. Also to include the January 2015 Voucher #14/15-05 in the amount of \$473,860.29. Motion Friese to approve above vouchers as presented. Second Turner, motion carried.

ITEM 6

BROKERAGE CONTRACT PROPOSED CHANGES

Cherf presented TWO proposed changes to the Brokerage contract that was signed in October 2014. Those changes were highlighted in yellow (see attached). After much discussion, motion Adkins to adopt and approve the proposed changes to the Brokerage contract and have Chairman Talbott sign the presented Brokerage Contract on behalf of the USIP Board of Directors. Second by Strom, motion carried.

ITEM 7

CLAIMS AUDIT REPORT

Riche went over the highlighted areas of the final claims audit report done by Gary Jennings. A complete report was e-mailed to each board member to review. All questions were answered in detail.

ITEM 8

CANFIELD NAME CHANGE TIMELINES

Cherf and Homer presented the timelines for the soft roll out of the Canfield DBA name change to Clear Risk Solutions. They went over the philosophy and the reasoning behind the 2015 change. Everyone was reminded that Public Risk Underwriters of the Northwest is the legal name for Canfield.

ITEM 9

SCHOOL SECURITY DISCUSSION


Homer went over some concerns about the arming of school administration. The renewal committee will be looking into some possible coverage recommendations regarding arming school personnel and the whole area of school security. After much discussion, the Board will continue to look at this concern and keep the membership informed.

ITEM 10

The next meeting of the full Board is scheduled for March 16, 2015, in Ephrata, Washington at 10:00 a.m. via telephone conference.

Respectfully submitted,


Jenni Bates



Brian Talbott, Chairman