



For Washington Schools, By Washington Schools

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

10:00 a.m., March 16, 2015

MINUTES

The United Schools Insurance Program (USIP) Board of Directors' conducted an All Board Meeting via telephone conference, 451 Diamond Drive, Ephrata, on March 16, 2015. Board members participating: Brian Talbott, Nine Mile School District; Connie Kliever, Tekoa School District; Jim Forrest, Adna School District; Bill Wadlington, Creston School District; John Adkins, Wellpinit School District; Henry Strom, Mount Adams School District; Paul Turner, Tonasket School District; and Burton Dickerson, Dixie School District. Participating from the Administration Office: Jenni Bates, Eric Homer, Dave Kosa, Ellen Kosa, Phil Riche, Jim Cherf, Rich Moore, Lance Hammond, Brian Turnbull, and Aaron Sheneman representing Canfield. Also attending was Kris Lawrence, Propel and Jeremy Bonner from the State Auditor's Office.

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 were none.

**ITEM 3
SAO AUDIT EXIT**

Auditor Jeremy Bonner from the State Auditor's Office went over the 2014 financial audit documents with the USIP Board and those present. All questions were answered in detail. The audit was clean, and the Board thanked Canfield staff for their work.

**ITEM 4
APPROVAL OF MINUTES**

Motion Wadlington to approve the January 20, 2015, minutes as presented. Second by Turner, motion carried.

**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, March 16, 2015, the Board approves for payment those vouchers included and further described as follows: Fiscal committee approved February Voucher #14/15-06 in the amount of \$466,303.23, and the March

Voucher #14/15-07 in the amount of \$566,152.40. Motion Wadlington to approve above vouchers as presented. Second Kliewer, motion carried.

Riche presented an update on any larger claim that may have developed or has been settled since the last meeting of the full Board.

**ITEM 6
FINANCIAL REPORT**

E. Kosa went over the Income Statement and Balance sheet for January 31, 2015.

The bank statement and transfers were presented. Motion Adkins to approve the bank statements and transfers, to date. Second by Strom, motion carried. E. Kosa presented a policy and procedure regarding USIP banking institutions and funds transactions. After all questions were answered, motion Strom to approve the banking institution and fund transaction policy as written. Second by Adkins, motion carried.

The Fallquist Actuaries letter of proposal was presented by Cherf. After some discussion, motion Wadlington to approve the 2014/15 letter of proposal from Fallquist Actuaries as presented. Second Dickerson, motion carried. For the 2015 Actuary services, the Board will go out with an RFQ.

**ITEM 7
PROPOSED OWN CLOUD**

Moore explained a paperless option to the Board for delivery of meeting packets, Board meetings, and program storage. The Board asked Moore to present at a later date so they can see how it all works. Each Board member will have to have a laptop or tablet to access their documents to attend a Board meeting.

**ITEM 8
2015 RENEWAL REPORT**

Homer updated the Board and those present regarding the January meetings with Munich, to date. Canfield will continue to communicate with Munich regarding claims and costs and report back to the Board.

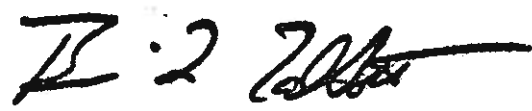
ITEM 9

The next meeting of the full Board is scheduled for May 18, 2015, at 451 Diamond Drive, Ephrata. WA.

Respectfully submitted,



Jenni Bates



Brian Talbott, Chairman