



For Washington Schools, By Washington Schools

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

10:00 a.m., May 18, 2015

MINUTES

The United Schools Insurance Program (USIP) Board of Directors' conducted an All Board Meeting at 451 Diamond Drive, Ephrata on May 18, 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, Erika Harmon, Jen Homer, and Aaron Sheneman representing Canfield. Also attending was Kris Lawrence, Propel Insurance; Shane Heston, Trask Insurance; and Shannon Stuber, DES.

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

- OWN CLOUD demonstration.

**ITEM 3
APPROVAL OF MINUTES**
Motion Turner to approve the March 16, 2015, minutes as presented. Second by Adkins, motion carried.

**ITEM 4
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, May 18, 2015, the Board approves for payment those vouchers included and further described as follows: Fiscal committee approved April Voucher #14/15-8 in the amount of \$733,866.42, and the May Voucher #14/15-09 in the amount of 1,731,214.99. Motion Adkins to approve above vouchers as presented. Second Forrest, motion carried.

**ITEM 5
FINANCIAL REPORT**

E. Kosa went over the Income Statement and Balance Sheet for March 31, 2015.

The bank statement and transfers were presented. Motion Kliewer to approve the bank statements and transfers, to date. Second by Wadlington, motion carried.

**ITEM 6
2015 RENEWAL REPORT**

Homer and Talbott reported to the Board and those present regarding the upcoming renewal offerings for USIP with Munich for 2016. The renewal committee met and reviewed some options. Talbott discussed the options and reminded the Board that USIP has had some larger losses that will drop off over time. The Board agreed to consider learning about deductible options and agreed that this would be the year to use reserves, if needed. The proposed rate increase to membership and the discussion towards using some reserves will be presented in detail at the final budget meeting. Homer suggested that Catastrophic Medical coverage remain the same as last year where it is bought for all members as part of the renewal.

**ITEM 7
RISK MANAGEMENT UPDATE/REPORT**

Hammond and Sheneman reported back to the Board about some items from the Board discussion at the Advance in October. Additional information was shared regarding concussion management. Hammond also reported on a new report regarding Membership Performance. He explained how it would work and how the district could access this information, if needed. There were several questions asked that need some research and will be answered at a future meeting. The Board agreed the member performance report would be a great tool.

**ITEM 8
ACTUARY INTERLOCAL DISCUSSION AND 2015 RFQ**

Cherf explained the process regarding going out with a RFQ for actuarial services for 2015-16. He suggested entering into an Interlocal agreement with the programs Clear Risk Solutions administer to keep the cost down. Each chair would represent their program in this process. After some discussion, motion Wadlington to give Chair Talbott approval to sign the Interlocal agreement on behalf of USIP; also to approve Talbott and the committee to advertise and set the date, along with preparing the actuarial minimum requirements. Second Turner, motion carried.

**ITEM 9
OPEN BOARD POSITION**

Bates went over the two Board positions that were being vacated this year. Burton Dickerson was thanked by all for his service to USIP, as he is retiring and will leave Area 5 with his term expiring in 2016. Paul Turner was also thanked for years of service to the USIP Board, as he will be leaving his position at Tonasket School District; therefore, resigning his position on the Board in Area 2, which expires in 2015. In addition, Board members Forrest and Talbott also have terms expiring and will run an election in August.

**ITEM 10
OWNCLOUD**

E. Kosa and Homer showed the Board a quick demonstration regarding the use of OWNCLOUD. Homer explained how it would make the organization of documents easier for Board meetings, and everyone would then use a tablet, iPad or laptop to view their Board meeting documents. All important documents can be stored and reviewed easily. The Board agreed. The purchasing of equipment will be discussed at a later Board meeting.

**ITEM 11
NEXT MEETING**

The next meeting of the full Board is scheduled for July 16, 2015, at 451 Diamond Drive, Ephrata WA. The October 2015 Board Advance dates were discussed as well.

Respectfully submitted,



Jenni Bates



Brian Talbott, Chairman