

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

**10:00 a.m., July 16, 2015**

**MINUTES**

The United Schools Insurance Program (USIP) Board of Directors' conducted an All Board Meeting at 451 Diamond Drive, Ephrata, Washington via telephone conference starting at 10:00 a.m. on July 16, 2015 Board Members participating: Brian Talbott, Nine Mile School District; Jim Forrest, Adna School District; Bill Wadlington, Creston School District; John Adkins, Wellpinit School District and Rob Friese, Willapa Valley Schools. Participating from the Administration Office: Jenni Bates, Dave Kosa, Eric Homer, Ellen Kosa, Rich Moore, Aaron Sheneman and Erika Harmon representing Clear Risk Solutions.

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**

**APPROVAL OF MINUTES**

The minutes of May 18, 2015 were presented. Motion Friese to approve the minutes as presented. Second Forrest 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, July 16, 2015, the Board approves for payment those vouchers included and further described as follows: Fiscal Committee approved June Voucher #14/15-10 in the amount of \$406,246.13, July Voucher # 14/15-11 in the amount of \$726,213.34. Motion Wadlington to approve above vouchers as presented. Second Forrest, motion carried.

**ITEM 5**

**FINAL BUDGET AND RENEWAL DISCUSSION**

Moore presented the proposed final budget in detail to include all of the fees that Clear Risk Solutions receives per the Personal Services Agreement. Everyone in attendance got a copy of the final budget. Talbott, chair of the renewal committee went over the recommendations from the committee and explained the work that was done leading up to renewal. The 4.5%

increase to membership was recommended along with the use of \$637,930.00 of equity. Homer went over the annual renewal packet with the Board to include all coverage changes, disclosures and carriers with the exclusion of TRIA coverage, the TPA agreement was included in the packet along with all Brown and Brown disclosures. Motion Adkins to approve the presented final budget and renewal packet as written. Second Forrest, motion carried.

**ITEM 6**

**BOARD ELECTIONS AND OPEN BOARD POSITIONS**

Bates reported there are three positions up for re-election this year. One at-large held by Jim Forrest, one in area two (2) held by Paul Turner and an additional at-large held by Brian Talbott. A letter will be sent out to the membership asking for any additional interested member to run on the up-coming ballots.

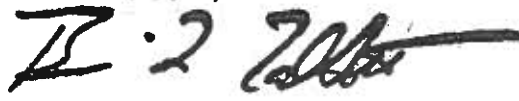
**ITEM 7**

**NEXT MEETING**

The next meeting of the full Board is scheduled for September 21, 2015 in Ephrata, Washington as an All Board conference call.

Respectfully submitted,

  
Jenni Bates

  
Brian Talbott, Chairman