

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

10:00 a.m., March 21, 2016

MINUTES

The United Schools Insurance Program (USIP) Board of Directors' conducted an All Board Meeting at 451 Diamond Drive, Ephrata, Washington, on March 21, 2016. Board members participating: Brian Talbott, Nine Mile Falls School District; Connie Kliewer, Tekoa School District; Bill Wadlington, Creston School District; John Adkins, Wellpinit School District; Henry Strom, Mount Adams School District; and Jim Forrest, Adna School District. Participating from the Administration Office: Jenni Bates, Eric Homer, Rich Moore, Dave Kosa, Ellen Kosa, Phil Riche, and Aaron Sheneman 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 was none.

ITEM 3

AREA 2 MID-TERM ELECTION RESULTS

A mid-year election was run for Area 2. Tom Venable from Methow Valley School District was voted in by the membership with more than 90% of the members voting in that area. Welcome Tom!

ITEM 4

AREA 5 MEMBER APPOINTMENT

Chairman Talbott asked the Board to consider the appointment of Rob Roettger, superintendent for Lind and Ritzville School Districts to the Area 5 term that expires August 31, 2016. Motion Adkins to appoint Rob Roettger to the vacancy in Area 5 until August 31, 2016. Second by Wadlington, motion carried.

ITEM 5

FISCAL OFFICER

Chair Talbott reminded the Board that due to the resignation of Rick Winters at the last meeting, there is a need to fill the position of fiscal officer. After some discussion, motion Adkins to nominate Connie Kliewer for fiscal officer, second by Wadlington. Motion carried.

ITEM 6

APPROVAL of MINUTES

The minutes of January 19, 2016, were presented. Motion Kliewer to approve the minutes as presented. Second by Forrest; motion carried.

ITEM 7

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 21, 2016, the Board approves for payment those vouchers included and further described as follows: Fiscal Committee approved February Voucher #15/16-06 in the amount of \$546,304.97, and the current March Voucher #15/16-07 in the amount of \$437,543.67. Motion Wadlington to approve the above vouchers as presented. Second Kliewer; motion carried.

ITEM 8

FINANCIAL REPORT

E. Kosa explained there will not be an official report at this meeting, due to waiting on the mid-year actuary numbers. She explained all of the timelines and will have a detailed report in May. The bank statements and transfers were presented. Motion Adkins to approve the presented bank statements and transfers through January 2016. A second by Strom, motion carried. Kosa reminded the Board that SAO was currently in the office performing the annual audit. All questions were answered in detail.

ITEM 9

RENEWAL UPDATE

Homer and Moore discussed their preliminary talks with Munich, to date. They are possibly exploring a two year renewal cycle with Munich. The Board will be advised if it makes sense to consider. Currently, Homer is talking to two markets on behalf of USIP. As renewal becomes closer, the renewal committee will meet and consider a possible recommendation for the Board to evaluate.

ITEM 10

RISK MANAGEMENT UPDATE

Lance Hammond presented a presentation on the Value of Risk Management, Data Analysis, and Processes. This was the first of three presentations planned for this year. Claims and Underwriting will be next to present. This will give the Board additional information needed for problem solving and decision making.

ITEM 11

COMMUNICATION

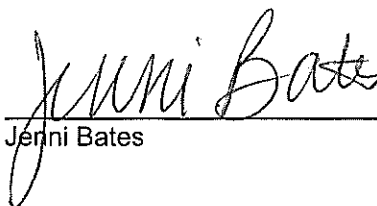
Wadlington explained his idea for the five levels of communication that might help the members of USIP that don't sit on the Board to understand who to contact at Clear Risk Solutions or on the Board, in case of an emergency, questions, or incident.

ITEM 12

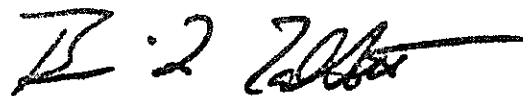
NEXT MEETING

The next meeting of the full Board is scheduled for May 26, 2016, at 10:00 a.m., 451 Diamond Drive, Ephrata, Washington.

Respectfully submitted,



Jenni Bates



Brian Talbott, Chairman