

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

10:00 a.m., July 18, 2016

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 18, 2016. Board Members participating: Brian Talbott, Nine Mile School District; Jim Forrest, Adna School District; Bill Wadlington, Creston School District; John Adkins, Wellpinit School District; Henry Strom, Grandview School District; Connie Kliewer, Tekoa School District; and Tom Venable, Methow Valley School District. Participating from the Administration Office: Jenni Bates, Dave Kosa, Ellen Kosa, Rich Moore, Phil Riche, Brian Turnbull, Lisa Culbertson, and Angela Eloff 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 26, 2016, were presented. Motion Forrest to approve the minutes as presented. Second Wadlington; 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 18, 2016, the Board approves for payment those vouchers included and further described as follows: Fiscal Committee approved June Voucher #15/16-10 in the amount of \$658,298.28, and July Voucher #15/16-11 in the amount of \$536,009.27. Motion Adkins to approve above vouchers as presented. Second Kliewer; motion carried.

ITEM 5

FINANCIAL REPORT

E. Kosa presented the June 30, 2016, income statement and balance sheet, in detail. All questions were answered. Motion Wadlington to approve the presented balanced bank statements and transfers, to date. Second by Strom; motion carried.

ITEM 6

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 and budget detailed write-up. Talbott, chair of the renewal committee went over the recommendations from the committee and explained the work that was done leading up to this meeting. The 3.5% increase to membership was recommended, along with the use of \$130,328 of equity. All received the annual Board of Directors Renewal packet. All questions were answered. The annual renewal packet includes program excess marketing efforts, any coverage changes, coverage options, carriers, Brown and Brown disclosures, and the exclusion of TRIA coverage. The TPA agreement was included in the packet, as well. Motion Adkins to approve the presented final budget and renewal packet as written. Second Wadlington; 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 John Adkins, one in Area One held by Rob Friese, and one in Area 5 that is vacant. A letter will be sent to the membership asking for any additional interested member to run on the upcoming ballots.

ITEM 7

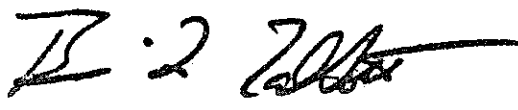
NEXT MEETING

The next meeting of the full board is scheduled for September 19, 2016, in Ephrata, Washington as an All Board conference call.

Respectfully submitted,



Jenni Bates



Brian Talbott, Chairman