

**BOARD OF DIRECTORS' MEETING  
The Canyon River Ranch  
14700 Canyon Rd  
Ellensburg, WA**

**9:00 a.m., October 3, 2017**

**MINUTES**

The United Schools Insurance Program (USIP) Board of Directors' conducted an All Board Meeting at the Canyon River Ranch, 14700 Canyon Rd, Ellensburg WA on October 3, 2017. Board Members participating: Brian Talbott, Nine Mile Falls School District; Bill Wadlington, Columbia School District; Tom Venable, Methow Valley School District; John Adkins, Wellpinit School District; Henry Strom, Grandview School District; Connie Kliewer, Tekoa School District and Susan Bell, Touchet School District. Participating from the Administration Office: Jenni Bates, Rich Moore, Dave Kosa, Phil Riche, Frank Andres, Ellen Kosa, Brian Turnbull, Lance Hammond, Becca Rohrer, Kathy Fales, Eric Homer, Attorney Jen Homer and Aaron Sheneman representing Clear Risk Solutions.

The meeting was called to order by Chair Talbott at 9:00 a.m.

**ITEM 1**

**INTRODUCTION AND ROLL CALL**

Introductions were conducted.

**ITEM 2**

**ADDITIONS TO THE AGENDA**

There were none.

**ITEM 3**

**EXECUTIVE SESSION FOR 30 MINUTES PER RCW 42.30.110 PENDING LITIGATION**

Chair Talbott announced an executive session at 9:01 a.m. for 30 minutes per RCW 42.30.110. Attorney Jen Homer was present. At 9:29 a.m., Talbott extended the executive session for an additional 30 minutes. The meeting was called back to order by Talbott at 9:59 a.m. Talbott announced there will be no action taken.

**ITEM 4**

**ELECTION OF OFFICERS**

Talbott asked for nominations for the offices of Chair, Vice Chair and Fiscal Officer. After some discussion, a motion by Wadlington to keep the same slate of officers for one more year, second by Bell, motion carried unanimously.

**Chair – Brian Talbott**

**V. Chair – John Adkins**

**Fiscal Officer – Connie Kliewer**

**ITEM 5**

**APPROVAL OF MINUTES**

The minutes of September 18, 2017, were presented. Motion Kliewer to approve the minutes as presented. Second by Strom; motion carried.

**ITEM 6**

**RESERVE ACCOUNT REPORT AND VOUCHER APPROVAL**

Kosa gave an overview of the items listed on the Voucher Summary. The voucher has 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, October 11, 2017 the Board approves for payment those vouchers included and further described as follows: October Voucher #17/18-02 in the amount of \$256,312.23. Motion Kliewer to approve the above voucher as presented. Second Strom; motion carried.

**ITEM 7**

**EDUCATIONAL WORKSHOP DISCUSSION**

Dave Kosa gave a complete report on program claims development. All questions were answered.

Aaron Sheneman gave the annual Risk Management report and pointed out some areas that have improved in 2017 and some areas that still need additional attention. Ideas of focus for 2018 were round tabled. Lance Hammond gave a detailed update regarding some of the State committees he works with. The membership loss improvement plan was discussed and additional work is being done to better use that tool.

**ITEM 8**

**NEXT MEETING**

The next meeting of the full Board is scheduled for November 20, 2017 at 9:00 a.m. via telephone conference, Ephrata WA. The Board asked to schedule some additional face to face sit meetings in 2018.

Respectfully submitted,

  
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Jenni Bates

  
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Brian Talbott, Chairman