

**Washington State Health Insurance Pool  
Board Meeting Minutes (Approved 3-8-17)  
Wednesday, January 11, 9:00 a.m. to 12:00 p.m.  
Talaris Conference Center, Maple Room**

**Board Members Present:**

Shaun Koos, Chair (by phone)	AnnaLisa Gellermann (by phone)	Scott Plack (by phone)
Andi Bailey		Mark Rose
Roger Bairstow (by phone)	Lisa Matthews (by phone)	Sheela Tallman
Jamie Clark (by phone)	Alison Mondri	Kristen Walter Wright

**Board Members Absent:** None

**Also Present:**

Sharon Becker, WSHIP Executive Director  
Anita Wuellner, WSHIP Executive Assistant  
Anne Redman, Legal Counsel, Perkins Coie LLP

**Guests:**

BMI: Debbie McCormick; (by phone) Denise Wilkens and Bernie Jamieson  
Leif Associates: Liz Leif

**Audience Members:**

Sonia Edmondson, Northwest Kidney Centers  
Mark Baker, Lifelong/Evergreen Health Insurance Program  
Michael Dunlop, Evergreen Health Insurance Program

The meeting was called to order by Vice-Chair Mark Rose at 9:03 a.m.

1. **Introductions, Review Agenda.** Board members, staff, guests and members of the audience introduced themselves.
2. **Consent Agenda (ACTION)**
  - A. **Minutes of November 9, 2016**
  - B. **2016 Board Schedule and Work Plan**

**MOTION: It was moved and seconded to approve the Consent Agenda. The motion carried.**

3. **Administrator's Report:** Debbie McCormick reviewed the Administrator's Report included in the meeting materials.
  - A. **Monthly Operations report – November 2016:** Ms. McCormick reviewed the November 2016 Operations Report included in the meeting materials. Of note, 253 of the 287 enrollees in the \$500 deductible PPO plan are EHIP members. Discussion ensued.
4. **Executive Director's Report:** Sharon Becker reviewed the Executive Director's Report included in the meeting materials. Mark Rose, Sheela Tallman and Anita Wuellner provided updates on sessions they attended at the State of Reform annual conference entitled "Bridging the Gap between Health Care and Health Policy" held January 5<sup>th</sup>. Discussion ensued.

**5. Treasurer's Report:**

- A. November 2016 WSHIP Financials (ACTION):** Denise Wilkens reviewed the November 2016 WSHIP Financials included in the meeting materials.

**MOTION: It was moved and seconded to accept the November 2016 WSHIP Financials as presented. The motion carried.**

- B. 2017 Cash Flow Forecast and Assessment Projection and Rate Development Methodology:** Ms. Wilkens reviewed the 2017 Cash Flow Forecast included in the meeting materials. Ms. Becker reviewed the Assessment Projection and Rate Development Methodology included in the meeting materials (a newly-developed educational document).

- 6. 2017 Board Schedule and Work Plan (ACTION):** Ms. Becker presented and reviewed the 2017 Board Schedule and Work Plan included in the meeting materials. Discussion ensued.

**MOTION: It was moved and seconded to approve the 2017 Board Schedule and Work Plan as presented. The motion carried.**

- 7. 2017 Administrative Budget:** Ms. Becker presented the 2017 Administrative Budget included in the meeting materials. Actual expenses for 2016 have been updated. An area that's challenging to budget for at this time is actuarial work since the legislature may request additional studies. Discussion ensued.

**MOTION: It was moved and seconded to approve the 2017 Administrative Budget as presented. The motion carried.**

**Public Comment:** There was no public comment.

**(A break was taken from 10:10 a.m. to 10:27 a.m.)**

- 8. Board Education – The Alaska Reinsurance Program:** Sheela Tallman, Debbie McCormick and Liz Leif presented education on the Alaska Reinsurance Program included in the meeting materials. Discussion ensued.

**9. Executive Committee Report:**

- A. Updated 2017 Policy Agenda:** Ms. Becker reviewed the updated 2017 Policy Agenda included in the meeting materials. The edits are intended to better articulate the Board's messages. Ms. Becker noted we would like to distribute the Policy Agenda to the legislature as soon as possible since the session has just begun. Both Mr. Koos and Mr. Rose commended Ms. Becker in her diligence in the follow-up in perfecting the document with current and pertinent information. Discussion ensued.

**MOTION: It was moved and seconded to approve the 2017 Policy Agenda as presented. The motion carried.**

**B. Ad Hoc Funding Committee:** Mr. Koos reported that the Executive Committee has appointed an ad hoc Funding Committee to research and advise the Board on issues related to the ongoing funding of the Pool. He welcomed recommendations by the Board for the scope and purpose of the committee. Board members assigned to the ad hoc Funding Committee will be Kristen Walter Wright as Chair, Roger Bairstow, Shaun Koos, and Mark Rose. Suggestion was made for the intent of the committee to be ready and able to respond to reports/questions/requests that could come out of the legislature, and for the committee to look at both the premium and assessment amounts. Discussion ensued.

**10. Executive Session – Human Resources Matter:** The Board met for an executive session to discuss a human resources matter.

**Adjournment:** The meeting adjourned at 11:48 a.m.

**Next Meeting:** Wednesday, March 8, 2017, from 9:00 a.m. – 12:00 p.m. in the Maple Room of the Talaris Conference Center, Seattle, WA.