

Washington State Health Insurance Pool
FINAL Board Meeting Minutes (Approved 3-8-23)
Wednesday, January 11, 2023, 9:00 a.m. to 11:00 a.m.
By Virtual Zoom meeting

Board Members Present:

Mark Rose, Vice Chair
Tracy Bos
Jim Dixon

Michael Dunlop
Halee Heath
Dr. Rick Hourigan

Karen Lewis Smith
Molly Nollette
Sheela Tallman

Board Members Absent:

Kristen Walter Wright

Also Present:

Sharon Becker, WSHIP Executive Director
Anita Wuellner, WSHIP Executive Assistant

Guests:

ValueHealth Benefit Administrators (VHBA): Jeremy Diehl, Neil Ochs and Shannon Wolf
Express Scripts: Trish Burke, Justin Rickerson and Charles Yuk
First Choice Health: Jamie Sebek and George Harper
Leif Associates, Inc.: Liz Leif, FSA
Perkins Coie: Anne Redman
Zvara Consulting: Sydney Smith Zvara

Members of the Public:

None

Vice Chair Mark Rose called the meeting to order at 9:02 a.m.

1. **Introductions, Review Agenda:** Anita Wuellner called roll. No changes were made to the Agenda.
2. **Consent Agenda (ACTION):**
 - A. **Minutes of November 9, 2022**
 - B. **2022 Board Schedule and Work Plan**

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

3. **Administrator's Report:**

- A. **WSHIP Dashboard – November 2022:** Neil Ochs reviewed the November 2022 Dashboard included in the meeting materials. Discussion ensued.

4. **Treasurer's Report:**

- A. **WSHIP Financials – November 2022 (ACTION):** Jeremy Diehl presented the WSHIP Financials for November 2022 included in the meeting materials.

MOTION: It was moved and seconded to accept the November 2022 WSHIP Financials as presented. The motion carried.

5. **2023 Board Schedule and Work Plan (ACTION):** Sharon Becker presented the 2023 DRAFT Board Schedule and Work Plan included in the meeting materials. Discussion ensued.

MOTION: It was moved and seconded to approve the 2023 Board Schedule and Work Plan as presented. The motion carried.

6. **2023 Administrative Budget (ACTION):** Ms. Becker reviewed the 2023 Administrative Budget included in the meeting materials. Discussion ensued. Legal counsel requested an increase in budgeted fees from \$15,000 to \$25,000 to account for work anticipated for the RFP project.

MOTION: It was moved and seconded to approve the 2023 Administrative Budget as presented with a change in legal services from \$15,000 to \$25,000. The motion carried.

7. **Executive Committee Report:** Sheela Tallman provided an update on the recent Executive Committee meeting.

- A. **Administrative RFP Oversight Committee (ACTION):** Ms. Becker advised that the Executive Committee recommends appointing Board members to an ad hoc Administrative RFP Oversight Committee. She also noted that a special Board meeting will be called in June to vote on approving the committee's recommendation of the successful RFP bidder.

MOTION: It was moved and seconded to approve the formation of an ad hoc RFP Oversight Committee with the members being Jim Dixson, Michael Dunlop, Rick Hourigan MD and Karen Lewis Smith as presented. The motion carried.

8. **Governance Committee Report:** Michael Dunlop reported that at the last Governance Committee meeting, the committee debriefed on the recent Board Retreat. Ms. Becker advised that poll responses indicate a preference for the next retreat being held in a location closer to Seattle, and that fall is the preferred time of year. Discussion ensued.

9. **Executive Director's Report:** Ms. Becker reviewed her Executive Director's Report included in the meeting materials.

10. **First Choice Health Network Report:** Jamie Sebek and George Harper presented a First Choice Health Network Report based on WSHIP data through the end of 2022.

Public Comment: There were no public comments made.

(At 9:56 a.m., Board members were placed in a break-out room.)

11. **Executive Session:** An Executive Session was held regarding a human resources matter.

(At 10:02 a.m., the break-out room closed, and Board members rejoined the public meeting.)

Adjournment: The meeting adjourned at 10:02 a.m.

Next Meeting: Wednesday, March 8, 2023, 9:00 a.m. – 11:00 a.m.