

**Washington State Health Insurance Pool  
Board Meeting Minutes (Approved 3-9-16)  
Wednesday January 13, 2016, 9:00 a.m. to 11:30.m.  
Talaris Conference Center, Maple Room**

**Board Members Present:**

Shaun Koos, Chair	Jamie Clark	Jason Siems
Andi Bailey	Lisa Matthews	Sheela Tallman
Roger Bairstow	Alison Mondt	Kristen Walter Wright

**Board Members Absent:** Scott Plack and Mark Rose

**Also Present:**

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

**Guests:**

BMI (by phone): Michelle Beran, Bernie Jamieson and Denise Wilkens  
Leif Associates (by phone): Liz Leif

**Audience Members:**

Mark Baker, EHIP  
Michael Dunlop, EHIP  
Sonia Edmondson, NW Kidney Centers  
Karen Laible, Fresenius  
Wendy Galloway, OIC

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

1. **Introductions, Review Agenda:** Board members, staff, guests and members of the audience introduced themselves. The order of agenda items was changed as needed for quorum purposes. Agenda Item 9B was removed.
2. **Consent Agenda**
  - A. **Minutes of November 11, 2015**
  - B. **2015 Board Schedule and Work Plan**

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

**3. Administrator's Report**

- A. **Monthly Operations Report – November 2015:** Michelle Beran reviewed the November Operations Report included in the meeting materials.
- B. **Enrollment Update:** Michelle Beran reviewed the December 2015 Enrollment Update included in the meeting materials.

4. **Executive Director's Report:** Sharon Becker reviewed the Executive Director's Report included in the meeting materials.

## 5. Treasurer's Report

- A. November 2015 WSHIP Financials (ACTION):** Denise Wilkens reviewed the November 2015 WSHIP financials included in the meeting materials. She also provided an update as to the December financials, noting that enrollment totaled 1,556 at the end of December and projections were essentially accurate. Projections for assessments for 2016 have not changed since the last reporting. The cash balance is projected to be adequate throughout the year 2016. Ms. Wilkens advised that John Leemhuis, WSHIP's auditor, is expected to begin his on-site BMI 2015 year-end WSHIP audit activities the first week in February.

**MOTION: It was moved and seconded to accept the November 2015 WSHIP Financials as presented. The motion carried.**

- B. Review Forecast:** Ms. Becker advised that the forecast has been updated with the most current information. More detail has been added to the administrative budget assumptions, particularly for professional fees and administrative expenses, and supplemental and comparative information on the administrative costs has been provided. We've added a middle section to the report format that indicates the administrative costs as a percent of expenses. A comparison of an additional five years (2006 through 2010) has also been added to illustrate how WSHIP performed prior to the cost-sharing with PCIP-WA. Discussion ensued.

- 6. 2016 Board Schedule and Work Plan (ACTION):** Ms. Becker reviewed the 2016 Board Schedule and Work Plan included in the meeting materials.

**MOTION: It was moved and seconded to approve the 2016 Board Schedule and Work Plan as presented. The motion carried.**

- 7. 2016 Administrative Budget (ACTION):** (Review and discussion of the 2016 Administrative Budget took place during Agenda Item 5.B. above.)

**MOTION: It was moved and seconded to approve the 2016 Administrative Budget as presented. The motion carried.**

**Public Comment:** Mark Baker commented that EHIP is experiencing significant challenges this year with enrolling undocumented clients in plans outside the Exchange. New state residency documentation requirements by some carriers are difficult to meet. He also noted that some EHIP clients already enrolled in plans have recently received letters requesting that a social security number be provided. Mr. Baker expressed that the section of the community that he is involved with would like to see WSHIP re-opened for new enrollment.

(A break was held from 10:15 a.m. to 10:31 a.m.)

- 8. Executive Committee Report:** Mr. Koos provided an update on the December 14, 2015 Executive Committee meeting.

- A. Line of Credit Renewal:** Ms. Becker advised that the line of credit has previously renewed in January; however, to enable a smoother process for both the Board and the bank, the renewal date will now occur in March.
- B. Board Policy Agenda Update:** Mr. Koos noted that the language in the House Bill 2340 re-opens WSHIP to populations who do not qualify for the Health Benefit Exchange (HBE). Enrollment and cost projections for this scenario are unknown. Liz Leif provided some preliminary information for two diseases only - HIV/AIDS and ESRD - based on historical enrollment in WSHIP.

Ms. Becker advised that she and Mr. Koos will be testifying at the HB 2340 hearing scheduled in Olympia for this afternoon. Mr. Koos indicated the testimony will entail WSHIP's recommendations from our legislative study, and invited input from the Board. Discussion ensued, including the consensus that WSHIP offer to work with legislature on this issue. Ms. Becker advised that the Senate has submitted a companion bill, SB 6271, and we will likely testify at the hearing on that bill also.

Mr. Koos asked for information regarding WSHIP's current non-Medicare eligibility criteria and procedures, and Ms. Becker and Ms. Redman provided clarifications. Discussion ensued.

- 9. Planning Committee Report:** Jamie Clark provided an update of the Planning Committee's meeting held just prior to today's Board meeting.
  - A. 2016 Publicity and Outreach Plan:** The Draft 2016 WSHIP Publicity & Outreach Plan was distributed and reviewed.
  - B. Express Scripts Presentation – New Rx Management Program:** Ms. Becker advised that this presentation is being rescheduled.

(Members of the audience, guests and staff exited the meeting at 10:55 a.m.)

- 10. Executive Session:** The Board went into Executive Session to discuss a human resources matter.

**Adjournment:** The meeting adjourned at 11:00 a.m.

**Next Meeting:** Wednesday, March 9, 2016, 9:00 a.m. – 11:30 a.m. the Maple Room of the Talaris Conference Center, Seattle, WA.