

Washington State Health Insurance Pool
FINAL Board Meeting Minutes (Approved 1-10-24)
Wednesday, November 8, 2023, 9:00 a.m. to 11:00 a.m.
By Virtual Zoom meeting

Board Members Present:

Kristen Walter Wright, Chair	Dr. Rick Hourigan	Keith Wallace
Jim Dixon	Hiu-Wan Ko	
Michael Dunlop	Karen Lewis Smith	

Board Members Absent:

Todd Dixon
Sheela Tallman

Also Present:

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

Guests:

Express Scripts: Charles Yuk and Rina Patel
First Choice Health: Maya Hansen
Leif Associates, Inc.: Liz Leif, FSA
Perkins Coie: Anne Redman
ValueHealth Benefit Administrators (VHBA): Jeremy Diehl, Brandon Farthing, Zulema Favela-Garcia,
Joe Pfannenstiel and Latarsha Young
Zvara Consulting: Sydney Smith Zvara

Members of the Public: None

Kristen Walter Wright, Chair, called the meeting to order at 9:05 a.m. The meeting was conducted in a virtual Zoom meeting.

- 1. Introductions, Review Agenda:** Anita Wuellner called roll. Action items were moved on the Agenda to take place after 10:00 a.m. when the meeting will have a quorum. No further changes were made to the Agenda.
- 2. Consent Agenda (ACTION):**
 - A. Minutes of September 27, 2023 in the form circulated to Board members prior to the meeting.**
 - B. 2023 Board Schedule and Work Plan included in the meeting materials.**

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

- 3. Executive Director's Report:** Sharon Becker reviewed her Executive Director's Report included in the meeting materials.
 - A. 2024 Medicare Advantage Study:** Liz Leif presented the 2024 Medicare Advantage Study included in the meeting materials.

4. Administrator's Report:

- A. WSHIP Dashboard – September 2023:** Latarsha Young reviewed the September 2023 Dashboard included in the meeting materials.

5. Treasurer's Report:

- A. WSHIP Financials – September 2023 (ACTION):** Jeremy Diehl presented the WSHIP Financials for September 2023 included in the meeting materials.

MOTION: It was moved and seconded to accept the September 2023 WSHIP Financials included in the meeting materials. The motion carried.

- B. 2023 Interim Assessment III (ACTION):** Jeremy Diehl presented a recommendation for a 2023 Interim Assessment III in the amount of \$2 million.

MOTION: It was moved and seconded to approve the 2023 Interim Assessment III in the amount of \$2 million. The motion carried.

6. Planning Committee Report:

- A. Yearly Pharmacy Report:** Charles Yuk and Rina Patel of Express Scripts presented a Yearly Pharmacy Report covering January to September 2023 with comparisons to 2022.

(Charles Yuk and Rina Patel exited the meeting)

7. Executive Committee Report: Kristen Walter Wright noted that the committee drafted a 2024 Board policy agenda for review at today's meeting.

- A. 2024 Board Policy Agenda (Potential Action):** Ms. Becker presented the draft 2024 WSHIP Board Policy Agenda included in the meeting materials. Ms. Walter-Wright advised that the Executive Committee recommends it be approved. Discussion ensued. Board members provided suggestions for additional information to include, and Ms. Becker indicated she would update the draft and email it to Board members. She advised that the updated draft will be finalized by the Executive Committee in December and presented to the Board for action at their January Board meeting.

- B. 2024 Administrative Services Agreement (ACTION):** The 2024 administrative services agreement was reviewed and discussed during the Executive Session.

MOTION: It was moved and seconded to approve the VHBA Administrative Services Agreement effective January 1, 2024. The motion carried.

8. Governance Committee Report: Michael Dunlop reported on the recent Governance Committee meeting held to debrief on the October Board retreat. He noted the surveys indicated it was a positive experience and the committee will incorporate suggestions for next year's retreat.

9. Preliminary 2024 Board Schedule and Work Plan: Ms. Becker reviewed the Preliminary 2024 Board Schedule and Work Plan included in the meeting materials, pointing out two projects that were added.

10. Preliminary 2024 Administrative Budget: Ms. Becker and Mr. Diehl reviewed the Preliminary 2024 Administrative budget included in the meeting materials.

Public Comment: No public comments were made.

Executive Session: An Executive Session was held to address a contractual matter.

(Board members, Sharon Becker and Anne Redman exited the main meeting room and went into a break-out room for Executive Session. When Executive Session concluded, they returned to the main meeting.)

Adjournment: The meeting adjourned at 11:01 a.m.

Next Meeting: Wednesday, January 10, 2024, 9:00 a.m. – 11:00 a.m.