

JANUARY / FEBRUARY Board Meeting: Jan 13, 2016

Standing Activities		Responsible	Projects		Responsible
✓	S1. Approve 2016 Board Schedule and Work Plan	Board	✓	P1. Legislative Study – Communication & Follow-up	ED / Board
✓	S2. Approve 2016 Budget	Board	✓	P2. Begin planning Board Retreat	Gov Com
✓	S3. Survey Member Plans for 12/31 enrollment (due 3/1)	OIC			
✓	S4. Legislative session begins; review & testify as needed	ED / Board			
✓	S5. Recommend Board officer nominations	Gov Com			
<i>Guests: Express Scripts</i>					

MARCH / APRIL Board Meeting: Mar 9, 2016

Standing Activities		Responsible	Projects		Responsible
✓	S6. Initiate Board election process and Governor appointments	ED / Admin	✓	P2. Board Retreat (late April)	Gov / Board
✓	S7. Review 2015 Operating Report & Care Management Report	Board			
✓	S8. Review 2015 Audited Financial Statements & 990	Board			
✓	S9. Approve/send Interim Assessment I (March Assessment)	Board / Admin			
✓	S10. Send carriers prelim. projections for 2017 assessments (3/1)	Board / Admin			
✓	S11. Submit Health Annual Statement to OIC (by 5/1)	ED			
<i>Notes: S6. Terms expiring in 2016 – By election #9 (Scott); By Governor appointment #1 (Shaun) and #5 (Lisa)</i>					
<i>Guests: BMI, MedWatch, Auditor</i>					

MAY / JUNE / JULY Annual Meeting: May 11, 2016

Standing Activities		Responsible	Projects		Responsible
✓	S12. Annual Member Plan Meeting and Election (Position 9)	ED / Admin	✓	P3. Begin PBM Audit	ED
✓	S13. Board Governor appointments (Positions 1 & 5)	Governor			
✓	S14. Elect Board officers	Board			
✓	S15. Provide Annual Report to policymakers & stakeholders	ED / Chair			
✓	S16. Review plan policies and benefit management activities; recommend updates if indicated	Planning Com			
✓	S17. Evaluate vendors; determine if RFPs are warranted	EC / Planning			
✓	S18. Issue Annual Conflict of Interest Statements	ED			
✓	S19. Approve/send Assessment II (July Assessment)	Board / Admin			
<i>Notes:</i>					
<i>Guests: Express Scripts</i>					



WSHIP 2016 General Board Schedule and Work Plan Approved 1-13-15: Updated 12-23-16

AUGUST / SEPTEMBER / OCTOBER Board Meeting: Sept 14, 2016

	Standing Activities	Responsible	Projects	Responsible
✓	S20. Review preliminary 2017 rates (August)	EC		
✓	S21. File 2017 benefit contracts and forms with OIC	Admin		
✓	S22. Complete individual Board member evaluations	Gov Com		
✓	S23. Conduct full-Board self-evaluation	Gov Com		
✓	S24. Evaluate the need/potential timing for a Board Retreat	Gov Com		
✓	S25. Initiate RFP process for vendor(s), if indicated	ED		
✓	S26. Initiate 2017 Assessment process	ED / OIC		
✓	S27. Report PMPM costs to OIC	ED		
✓	S28. Approve 2017 rates (September)	Board		
✓	S29. Assess need for 2017 Policy Agenda; draft, if indicated	EC		
✓	S30. Approve 2016 Auditor engagement letters	EC		
✓	S31. Conduct Reasonable Choice Med Advantage Analysis	ED / Leif		
✓	S32. Begin process for ED performance and salary review	EC		
<i>Notes:</i>				
<i>Guests: Leif Associates</i>				

NOVEMBER / DECEMBER Board Meeting: Nov 9, 2016

	Standing Activities	Responsible	Projects	Responsible
✓	S33. Approve Interim Assessment III (November) & True-Up	Board/Admin	P3. Complete PBM Audit	ED
✓	S34. Review Draft 2017 Policy Agenda, if indicated	Board		
✓	S35. Review 2017 Medicare Advantage Study	Board		
✓	S36. Review preliminary 2017 Board Schedule & Work Plan	Board		
✓	S37. Review preliminary 2017 Budget	Board		
✓	S38. Complete ED performance and salary review	EC		
<i>Notes:</i>				
<i>Guests: First Choice Health Network</i>				