

# WSHIP 2019 General Board Schedule and Work Plan

Updated: 12-30-19

## JANUARY / FEBRUARY Board Meeting: January 9, 2019

Standing Activities		Responsible	Projects		Responsible
✓	S1. Approve 2019 Board Schedule and Work Plan	Board	✓	P1. Begin Evaluation of WSHIP's Medicare plans	Planning Com
✓	S2. Approve 2019 Budget	Board			
✓	S3. Survey Member Plans for 12/31 enrollment (due 3/1)	OIC			
✓	S4. Legislative session begins; review & testify as needed; continue outreach and communication activities (ongoing activity)	ED / Board			
✓	S5. Recommend Board officer nominations	Gov Com			
<b>Notes:</b> Guests: <i>First Choice Health Network</i>					

## MARCH / APRIL Board Meeting: March 13, 2019

Standing Activities		Responsible	Projects		Responsible
✓	S6. Initiate Board election process and Governor appointments	ED / Admin	✓	P1. Review Status of Medicare Plans Evaluation Project	Planning Com
✓	S7. Review 2018 Operating Report & Care Management Report	Board			
✓	S8. Review 2018 Audited Financial Statements & 990	Board			
✓	S9. Approve Interim Assessment I (March Assessment)	Board / Admin			
✓	S10. Send carriers prelim. projections for 2020 assessments (3/1)	Board / Admin			
✓	S11. Submit Health Annual Statement to OIC (by 5/1)	ED			
<b>Notes:</b> S6. Terms expiring in 2019 – By election #9 (Bill Ely); By Governor appointment #1 (Shaun Koos) and #5 (Lisa Matthews) Guests: <i>BML, MedWatch, Auditor</i>					

## MAY / JUNE / JULY Annual Meeting: May 8, 2019

Standing Activities		Responsible	Projects		Responsible
✓	S12. Annual Member Plan Meeting and Election (Position 9)	ED / Admin	✓	P1. Approve Recommendations for Medicare plans	Board
✓	S13. Board Governor appointments (Positions 1 & 5)	Governor	✓	P2. Begin Planning Board Retreat	Gov Com
✓	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. Issue Annual Conflict of Interest Statements	ED			
✓	S18. Approve Interim Assessment II (July Assessment)	Board / Admin			
<b>Notes:</b> Guests:					

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## AUGUST / SEPTEMBER / OCTOBER    Board Meeting: September 25, 2019

Standing Activities		Responsible	Projects		Responsible
✓	S19. Review preliminary 2020 rates (August)	EC	✓	P2. Board Retreat	Board
✓	S20. Assess need for 2020 Policy Agenda; draft, if indicated	EC			
✓	S21. Approve 2019 Auditor engagement letter	EC			
✓	S22. File 2020 benefit contracts and forms with OIC (August)	Admin / Leif			
✓	S23. Complete individual Board member evaluations	Gov Com			
✓	S24. Conduct full-Board self-evaluation	Gov Com			
✓	S25. Evaluate the need/potential timing for a Board Retreat	Gov Com			
✓	S26. Report PMPM costs to OIC (Sept)	ED			
✓	S27. Approve 2020 rates (Sept)	Board			
✓	S28. Evaluate vendors, determine if RFP's are warranted/required	EC / Planning			
✓	S29. Begin process for ED performance and salary review	EC			
✓	S30. Initiate 2020 Assessment process	Admin / OIC			
✓	S31. Conduct 2020 Medicare Advantage Study (Reasonable Choice)	ED / Leif			
<i>Notes:</i> <i>Guests: Leif Associates</i>					

## NOVEMBER / DECEMBER    Board Meeting: November 13, 2019

Standing Activities		Responsible	Projects		Responsible
✓	S32. Review 2020 Medicare Advantage Study	Board			
✓	S33. Approve Interim Assessment III (November) & True-Up	Board/Admin			
✓	S34. Approve Draft 2020 Policy Agenda, if indicated	Board			
✓	S35. Review preliminary 2020 Board Schedule & Work Plan	Board			
✓	S36. Review preliminary 2020 Budget	Board			
✓	S37. Initiate vendor RFP development and process, if indicated	ED			
✓	S38. Complete ED performance and salary review	EC			
<i>Notes:</i> <i>Guests:</i>					