

WSHIP 2022 General Board Schedule and Work Plan

JANUARY / FEBRUARY Board Meeting: January 12, 2022

Standing Activities		Responsible	Projects	Responsible
✓	S1. Approve 2022 Board Schedule and Work Plan	Board		
✓	S2. Approve 2022 Budget	Board		
✓	S3. Survey Member Plans for 12/31 enrollment (due 3/1)	OIC		
✓	S4. Legislative session begins; monitor & testify as needed; continue communication activities (ongoing activity)	ED / Board		
	S5. Recommend Board officer nominations	Gov Com		
Notes:				
Vendors: First Choice Health Network				

MARCH / APRIL Board Meeting: March 9, 2022

Standing Activities		Responsible	Projects	Responsible
	S6. Initiate Board election process and Governor appointments	ED / Admin	P1. Review definition of reasonable choice for MA plans	Planning Com
	S7. Review 2021 Operating Report & Care Management Report	Board		
	S8. Review 2021 Audited Financial Statements & 990	Board		
	S9. Approve Interim Assessment I (March Assessment)	Board / Admin		
	S10. Send carriers prelim. projections for 2023 assessments (4/1)	Board / Admin		
	S11. Submit Health Annual Statement to OIC (5/1)	ED		
Notes: S8 Rescheduled to May; S6. Terms expiring in 2022 – By election #2 (Tracy Bos), #9 (Bill Ely); By Governor appointment #1 (Rick Hourigan MD), #5 (Cary Ancheta)				
Vendors: BML				

MAY / JUNE / JULY Annual Meeting: May 11, 2022

Standing Activities		Responsible	Projects	Responsible
	S12. Annual Member Plan Meeting and Elections (Positions 2 & 9)	ED / Admin	P2. Begin planning Board retreat	Gov Com
	S13. Board Governor appointment (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. Issue Annual Conflict of Interest Statements	ED		
	S18. Approve Interim Assessment II (July Assessment)	Board / Admin		
Notes:				
Vendors: Auditor				

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AUGUST / SEPTEMBER / OCTOBER Board Meeting: September 28, 2022

Standing Activities		Responsible	Projects		Responsible
S19.	Review preliminary 2023 rates (August)	EC	P2.	Board Retreat	Board
S20.	Assess need for 2023 Policy Agenda; draft, if indicated	EC			
S21.	Approve 2022 Auditor engagement letter	EC			
S22.	File 2023 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 2023 rates (Sept)	Board			
S28.	Begin process for ED performance and salary review	EC			
S29.	Initiate 2023 Assessment process	Admin / OIC			
S30.	Conduct 2023 Medicare Advantage Study (Reasonable Choice)	ED / Leif			
<i>Notes:</i>					
<i>Vendors: Leif Associates</i>					

NOVEMBER / DECEMBER Board Meeting: November 9, 2022

Standing Activities		Responsible	Projects		Responsible
S31.	Review 2023 Medicare Advantage Study	Board			
S32.	Approve Interim Assessment III (November) & True-Up	Board/Admin			
S33.	Approve Draft 2023 Policy Agenda, if indicated	Board			
S34.	Review preliminary 2023 Board Schedule & Work Plan	Board			
S35.	Review preliminary 2023 Budget	Board			
S36.	Evaluate vendors, determine if RFPs are warranted	EC / Planning			
S37.	Initiate vendor RFP development and process, if indicated	ED			
S38.	Complete ED performance and salary review	EC			
<i>Notes:</i>					
<i>Vendors: Express Scripts, Leif Associates</i>					