

# 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				

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

<b>Standing Activities</b>		<b>Responsible</b>	<b>Projects</b>		<b>Responsible</b>
✓	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: Guest: HBE Joan Altman, Director of Gov't Affairs &amp; Strategic Partnerships</i> <i>Vendors: Leif Associates</i>					

## NOVEMBER / DECEMBER Board Meeting: November 9, 2022

<b>Standing Activities</b>		<b>Responsible</b>	<b>Projects</b>		<b>Responsible</b>
	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>					