

**Washington State Health Insurance Pool  
Board Meeting Minutes (Approved 11-9-16)  
Wednesday, September 14, 2016, 9:00 a.m. to 12:00 p.m.  
Talaris Conference Center, Maple Room**

**Board Members Present:**

|                     |                         |                       |
|---------------------|-------------------------|-----------------------|
| Shaun Koos, Chair   | Lisa Matthews           | Sheela Tallman        |
| Andi Bailey         | Alison Mondt (by phone) | Kristen Walter Wright |
| Roger Bairstow      | Scott Plack (by phone)  |                       |
| AnnaLisa Gellermann | Mark Rose               |                       |

**Board Members Absent:** Jamie Clark

**Also Present:**

Sharon Becker, WSHIP Executive Director  
Anita Wuellner, WSHIP Executive Assistant  
Anne Redman, Legal Counsel, Perkins Coie LLP

**Guests:**

BMI (by phone): Bernie Jamieson, Debbie McCormick and Denise Wilkens  
Leif Associates: Liz Leif

**Audience Members:**

Mary Grennan, Northwest Kidney Centers  
Tess Morgan, Northwest Kidney Centers  
Mark Baker, Lifelong  
Michael Dunlop, Evergreen Health Insurance Program

The meeting was called to order by Chair Shaun Koos at 9:06 a.m.

1. **Introductions, Review Agenda.** Board members, staff, guests and members of the audience introduced themselves. No changes were made to the Agenda.
2. **Consent Agenda**
  - A. **Minutes of May 11, 2016**
  - B. **2016 Board Schedule and Work Plan**

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

3. **Administrator's Report:** Debbie McCormick reviewed the Administrator's Report included in the meeting materials.
  - A. **Monthly Operations report – July 2016:** Ms. McCormick reviewed the July 2016 Operations Report included in the meeting materials. Discussion ensued.
  - B. **Enrollment Update:** Ms. McCormick reviewed the August 2016 Plan and Age Distribution Summary included in the meeting materials.

4. **Executive Director's Report:** Sharon Becker reviewed the Executive Director's Report included in the meeting materials. Discussion ensued.
5. **2017 Board Meeting Schedule:** Ms. Becker reviewed the 2017 Board Meeting Schedule included in the meeting materials. Consensus is to accept the schedule with the exception of potentially moving the September meeting out one or two weeks.
6. **Treasurer's Report:**
  - A. **July 2016 WSHIP Financials (ACTION):** Denise Wilkens reviewed the July 2016 WSHIP Financials included in the meeting materials and provided additional information for August 2016.

**MOTION: It was moved and seconded to accept the July 2016 WSHIP Financials as presented. The motion carried.**

- B. **2017 Forecast:** Ms. Wilkens reviewed the 2017 Cash Flow Forecast included in the meeting materials. At this time the 2017 projected assessment amount is \$36.5 million. Discussion ensued. Mr. Koos noted that in 2016 we began the year with projected assessments of over \$40 million and are now down to \$33.5 million.

**7. 2017 WSHIP Rates:**

- A. **Review of WSHIP Rate-setting Principles:** Ms. Becker advised that the Executive Committee recommended no changes be made to the Rate-setting Principles upon review at their August 2016 meeting. She provided an overview of the principles prior to discussion about the 2017 WSHIP rates. Discussion ensued. Recommendation was made to review the principles again in 2017 prior to the review and approval of 2018 WSHIP rates.
  - B. **2017 WSHIP Rates (ACTION):** Liz Leif reviewed her Memorandum regarding calculation of the 2017 WSHIP rates included in the meeting materials. The proposed WSHIP rate changes for 2017 are an average increase of approximately 17% for non-Medicare plans, 8% for Medicare Basic and 2% for Basic Plus. Discussion ensued.

**MOTION: It was moved and seconded to approve the WSHIP Rates for 2017 as presented. The motion carried.**

**Public Comment:** Mary Grennan with Northwest Kidney Centers expressed the need for the continuation of WSHIP for their patient population. Mark Baker of Lifelong concurred on the need for WSHIP for the HIV and AIDS population, noting the barriers they currently face in obtaining coverage and the potential public health effects if coverage cannot be obtained. He specifically commented that it is Governor Inslee's desire to end AIDS in the state; WSHIP is a big piece of that, and Lifelong would like to partner with WSHIP in the Governor's proclamation on that note. Without insurance coverage there are concerns that medication adherence will decrease and HIV will spread. He also noted that carriers have changed their proof of residency requirements and it is becoming very challenging for their clients to provide the multiple forms of documentation now required.

**(A break was taken from 10:30 a.m. to 10:45 a.m.)**

- 8. Governance Committee Report:** Kristen Walter Wright provided an update on the recent Governance Committee meeting.
- A. Update on Board Evaluations:** Ms. Walter Wright advised the committee members each submitted evaluations of individual Board members and subsequently reviewed the summaries. Individual summaries will be emailed to each Board member in the near future. The committee also reviewed the Full Board Evaluation summary included in the Board binders. She noted the rating is again very positive and the information gleaned from the evaluations will be used in determining future retreat topics and Board education items.
  - B. Board Retreat Recommendation:** The committee recommends holding a retreat after the legislative session concludes, either next May or early June, with a focus on the future of WSHIP.
- 9. Executive Committee Report:** Mr. Koos provided an update on the Executive Committee's recent meeting, noting the committee notes are included in the Board binders.
- A. Executive Director Succession Plan (ACTION):** Mr. Koos presented the WSHIP Executive Director Succession Plan included in the meeting materials. Ms. Becker provided additional background and detail.

**MOTION: It was moved and seconded to approve the Executive Director Succession Plan as presented. The motion carried.**

- B. 2016 Auditor Engagement:** Mr. Koos advised the Executive Committee approved the auditor engagement letter submitted by Petrow Leemhuis Vincent & Kane to perform the 2016 WSHIP financial audit, noting that the fees increased \$500. The 2016 Auditor Engagement letter is included in the meeting materials.
- C. 2017 Policy Agenda Planning:** Mr. Koos referred to the WSHIP Policy on Establishing and Implementing the Annual WSHIP Policy Agenda as well as the 2016 WSHIP Board Policy Agenda, and reminded the Board that the legislative bill that would have extended WSHIP's non-Medicare coverage beyond the 12-31-17 did not pass last year. Discussion ensued as to considerations and recommendations for a 2017 policy agenda. Ms. Becker also provided a draft PowerPoint presentation she is planning to provide to legislative staff and others for general education purposes. Discussion ensued. It was the Board's consensus to continue the policy recommendations of last year. Ms. Becker will draft a one page policy statement for the Executive Committee's consideration at their next meeting and Board action at the November Board meeting.

**10. Executive Session:** No executive session was held.

**Adjournment:** The meeting adjourned at 11:48 a.m.

**Next Meeting:** Wednesday, November 9, 2016, from 9:00 a.m. – 11:30 a.m. in the Maple Room of the Talaris Conference Center, Seattle, WA.