

**Washington State Health Insurance Pool  
Board Meeting FINAL Minutes (Approved 11-8-23)  
Wednesday, September 27, 2023, 9:00 a.m. to 11:00 a.m.  
By Virtual Zoom meeting**

**Board Members Present:**

Kristen Walter Wright, Chair	Michael Dunlop	Karen Lewis Smith
Todd Dixon	Dr. Rick Hourigan	Keith Wallace
Jim Dixon	Hiu-Wan Ko	

**Board Members Absent:**

Sheela Tallman

**Also Present:**

Sharon Becker, WSHIP Executive Director  
Anita Wuellner, WSHIP Executive Assistant

**Guests:**

Express Scripts: Charles Yuk, Trish Burke and Rina Patel  
First Choice Health: Maya Hansen  
Leif Associates, Inc.: Liz Leif, FSA  
Perkins Coie: Anne Redman  
ValueHealth Benefit Administrators (VHBA): Jeremy Diehl, Brandon Farthing, Zulema Favela-Garcia, Latarsha Young  
Washington Health Benefit Exchange: Kaitlyn Campbell  
Washington State Department of Health: Martha Grimm  
Zvara Consulting: Sydney Smith Zvara

**Members of the Public:**

Washington Health Alliance: Drew Oliveira

Kristen Walter Wright, Chair, called the meeting to order at 9:05 a.m. The meeting was conducted in a virtual Zoom meeting.

- 1. Introductions, Review Agenda:** Anita Wuellner called roll. No changes were made to the Agenda.
- 2. Consent Agenda (ACTION):**
  - A. Minutes of June 14, 2023 in the form circulated to Board members prior to the meeting.**
  - B. 2023 Board Schedule and Work Plan included in the meeting materials.**

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

- 3. Washington Health Benefit Exchange Update on Section 1332 Waiver:** Kaitlyn Campbell provided a presentation on the Section 1332 Waiver.
- 4. Early Intervention Program Update:** Martha Grimm provided an update on the Early Intervention Program.

5. **Executive Director's Report:** Sharon Becker reviewed her Executive Director's Report included in the meeting materials.

A. **2024 Board Meeting Schedule:** Ms. Becker presented the 2024 Board Meeting Schedule included in the meeting materials.

6. **Administrator's Report:**

A. **WSHIP Dashboard – July 2023:** Latarsha Young reviewed the July 2023 Dashboard included in the meeting materials.

7. **Treasurer's Report:**

A. **WSHIP Financials – July 2023 (ACTION):** Jeremy Diehl presented the WSHIP Financials for July 2023 included in the meeting materials.

**MOTION: It was moved and seconded to accept the July 2023 WSHIP Financials included in the meeting materials. The motion carried.**

8. **2024 WSHIP Rates (ACTION):** Liz Leif reviewed her Memorandum of Proposed 2024 Rates included in the meeting materials.

**MOTION: It was moved and seconded to approve the 2024 WSHIP Rates as presented. The motion carried.**

9. **Governance Committee Report:** Michael Dunlop updated the Board on the recent Governance Committee meeting.

A. **Board Retreat:** Michael Dunlop discussed the upcoming October 19-20 Board retreat plans. He reminded everyone to be thinking ahead about the introductions questions so they can be prepared.

10. **Executive Committee Report:** Kristen Walter Wright updated the Board on the recent Executive Committee meeting. She noted that the 2024 Administrative Services Agreement was discussed. It will be presented to the Board at its November 8<sup>th</sup>, 2023 Board meeting.

A. **2023 Auditor Engagement Letters:** The auditor engagement letters for 2023 were approved.

B. **2024 Board Policy Agenda Planning:** The 2024 Board Policy Agenda will be discussed at the upcoming retreat and will be voted on at the November Board meeting.

**Public Comment:** No public comments were made.

11. **Executive Session:** No Executive Session was held.

**Adjournment:** The meeting adjourned at 10:54 a.m.

**Next Meeting:** Wednesday, November 8, 2023, 9:00 a.m. – 10:00 a.m.