

# DRAFT WSHIP 2020 General Board Schedule and Work Plan

Drafted: 11/5/19

## JANUARY / FEBRUARY Board Meeting: January 8, 2020

Standing Activities		Responsible	Projects	Responsible
S1.	Approve 2020 Board Schedule and Work Plan	Board	P1. Revisit/update Bare County Preparedness Plan	Planning Com
S2.	Approve 2020 Budget	Board	P2. Begin Non-Medicare Program Sunset Evaluation	EC & Planning
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		
Notes:				
Vendors: First Choice Health Network, Leif Associates				

## MARCH / APRIL Board Meeting: March 11, 2020

Standing Activities		Responsible	Projects	Responsible
S6.	Initiate Board election process and Governor appointments	ED / Admin	P1. Review Status of Bare County Preparedness Plan	Planning Com
S7.	Review 2019 Operating Report & Care Management Report	Board	P2. Review Status of Non-Medicare Sunset Evaluation	EC & Planning
S8.	Review 2019 Audited Financial Statements & 990	Board		
S9.	Approve Interim Assessment I (March Assessment)	Board / Admin		
S10.	Send carriers prelim. projections for 2021 assessments (4/1)	Board / Admin		
S11.	Submit Health Annual Statement to OIC (5/1)	ED		
Notes: S6. Terms expiring in 2020 – By election #7 (Kristy Hogue); By Governor appointment #8 (Mark Rose)				
Vendors: BML, Auditor				

## MAY / JUNE / JULY Annual Meeting: May 13, 2020

Standing Activities		Responsible	Projects	Responsible
S12.	Annual Member Plan Meeting and Election (Position 7)	ED / Admin	P1. Review Recommendations for Bare County Preparedness Plan Updates	Board
S13.	Board Governor appointment (Position 8)	Governor	P2. Review Recommendations for Non-Medicare Sunset	Board
S14.	Elect Board officers	Board	P3. Begin Planning Board Retreat	Gov Com
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:				

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## AUGUST / SEPTEMBER / OCTOBER Board Meeting: September 23, 2020

<i>Standing Activities</i>		<i>Responsible</i>	<i>Projects</i>		<i>Responsible</i>
S19.	Review preliminary 2021 rates (August)	EC	P1.	Approve Bare County Preparedness Plan	Board
S20.	Assess need for 2021 Policy Agenda; draft, if indicated	EC	P2.	Approve Recommendations for Non-Medicare Sunset	Board
S21.	Approve 2020 Auditor engagement letter	EC	P3.	Board Retreat	Board
S22.	File 2021 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 2021 rates (Sept)	Board			
S28.	Begin process for ED performance and salary review	EC			
S29.	Initiate 2021 Assessment process	Admin / OIC			
S30.	Conduct 2021 Medicare Advantage Study (Reasonable Choice)	ED / Leif			
<i>Notes:</i>					
<i>Vendors: Express Scripts, Leif Associates</i>					

## NOVEMBER / DECEMBER Board Meeting: November 10, 2020

<i>Standing Activities</i>		<i>Responsible</i>	<i>Projects</i>		<i>Responsible</i>
S31.	Review 2021 Medicare Advantage Study	Board			
S32.	Approve Interim Assessment III (November) & True-Up	Board/Admin			
S33.	Approve Draft 2021 Policy Agenda, if indicated	Board			
S34.	Review preliminary 2021 Board Schedule & Work Plan	Board			
S35.	Review preliminary 2021 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:</i>					