

JANUARY / FEBRUARY Board Meeting: January 13, 2021

Standing Activities		Responsible	Projects	Responsible
S1.	Approve 2021 Board Schedule and Work Plan	Board		
S2.	Approve 2021 Budget	Board		
S3.	Survey Member Plans for 12/31 enrollment (due 3/1)	OIC		
S4.	Legislative session begins; seek bill sponsor/support for 2021 Board Policy Agenda; 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 10, 2021

Standing Activities		Responsible	Projects	Responsible
S6.	Initiate Board election process and Governor appointments	ED / Admin	P1. Monitor 21 st Century Cures Act impact to WSHIP Medicare program	Planning Com
S7.	Review 2020 Operating Report & Care Management Report	Board		
S8.	Review 2020 Audited Financial Statements & 990	Board		
S9.	Approve Interim Assessment I (March Assessment)	Board / Admin		
S10.	Send carriers prelim. projections for 2022 assessments (4/1)	Board / Admin		
S11.	Submit Health Annual Statement to OIC (5/1)	ED		
Notes: S6. Terms expiring in 2021 – By election #2 (Sarah Kwiatkowski, #10 (Kristen Walter Wright); By Governor appointment #4 (Alison Mondri)				
Vendors: BML, Auditor				

MAY / JUNE / JULY Annual Meeting: May 12, 2021

Standing Activities		Responsible	Projects	Responsible
S12.	Annual Member Plan Meeting and Elections (Positions 2 & 10)	ED / Admin	P2. Begin planning Board retreat	Gov Com
S13.	Board Governor appointment (Position 4)	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: Leif Associates				

AUGUST / SEPTEMBER / OCTOBER Board Meeting: September 29, 2021

Standing Activities		Responsible	Projects		Responsible
S19.	Review preliminary 2022 rates (August)	EC	P2.	Board retreat	Board
S20.	Assess need for 2022 Policy Agenda; draft, if indicated	EC			
S21.	Approve 2021 Auditor engagement letter	EC			
S22.	File 2022 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 2022 rates (Sept)	Board			
S28.	Begin process for ED performance and salary review	EC			
S29.	Initiate 2022 Assessment process	Admin / OIC			
S30.	Conduct 2022 Medicare Advantage Study (Reasonable Choice)	ED / Leif			
<i>Notes:</i>					
<i>Vendors: Express Scripts, Leif Associates</i>					

NOVEMBER / DECEMBER Board Meeting: November 10, 2021

Standing Activities		Responsible	Projects		Responsible
S31.	Review 2022 Medicare Advantage Study	Board			
S32.	Approve Interim Assessment III (November) & True-Up	Board/Admin			
S33.	Approve Draft 2022 Policy Agenda, if indicated	Board			
S34.	Review preliminary 2022 Board Schedule & Work Plan	Board			
S35.	Review preliminary 2022 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>					